

**FOLK ARTS-CULTURAL TREASURES CHARTER SCHOOL
BOARD OF TRUSTEES MEETING**

1023 Callowhill Street, Philadelphia, PA 19123
Wednesday, September 15, 2021, 6:30 p.m.
Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

Present: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth

Staff Present: David Brown, Pheng Lim, Ellen Somekawa

Public Present: Nanme Zheng (interpreter)

I. Call to Order: Selina Morales

Expressed appreciation to the staff for the hard work that it took to get open and for the hard work that it will take to keep students engaged.

II. Principal's Report Pheng Lim

- Music Teacher resigned a week before school began. We are looking for a music teacher.
- We hired three Building Subs who are amazing.
- Two of our new hires are former FACTS students.
- We collected feedback from teachers and staff: Glows and Grows.
 - So far school has focused on classroom routines and expectations
 - Dismissal procedure needs work. School leadership is working on solutions.
 - Bigger number of parents picking up students, in part due to COVID and in part due to bus problems.
- Masking for students has been better than expected. Only a few students are not complying.
 - Students have chances to change their masks.
- It feels joyful in the classrooms
 - Parent comments:
 - My child's experience has been great.
 - Is there a temperature control issue? (Heard that it's hot in the rooms with windows open)
 - My kids are having a blast and wait to go to school every day.

Discussion:

- What Certifications are needed for the Music Teacher position?
 - Must have a PA Teacher Certification, K-12 Music
- Why did the teacher leave so precipitously?
 - Offered another position closer to home
- Bus situation:

- Morning drop off traffic situation is bad as well. Could FACTS staff get students to 11th Street so parents don't have to pull into Shamokin?
- Is cold lunch what we're doing all year? Are we changing that at some point?
 - Admin was working on ways of serving hot meals, but the logistics of getting convection ovens with hoods and vents were too complicated to get done in time for the start of school
- How is attendance?
 - Busing has made a handful of students miss school.
 - Most students are showing up for school. Attendance is high.
- When did K start?
 - K started this week. All students attended.
- SDP's Flat Rate Program; it's a problem if it is only for drivers who own their cars.
 - Read they are changing the program.
 - Working to give SEPTA passes to parents who don't have cars.
 - The program was revamped today and it is open.
 - The SDP is looking at solutions (Amazon drivers, National Guard driving buses, etc)

Executive Director's Report

Ellen Somekawa

- PSSAs next week
 - We had to track down last year's 8th graders, but they all opted out.

III. Approval of the Minutes

1. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Board of Trustees Meeting Minutes of August 18, 2021.

Moved: Thierry Saintine

Seconded: Alan Phan

Voted Yes. Pooja Agarwal, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Abstaining: Heather Davis-Jones, Xu Lin, Kenzo Sung

IV. Finance Committee Report

Finance Committee Report

Neeta Patel

Finance Director Report

We will need to do a budget revision, so the % of actual expenses/revenues to budget will change. We are changing banks and so the balance sheet will look a little odd until the accounts settle out. The big issue is that our enrollment has fallen; this impacts our per pupil revenues as well as federal Titles funding and other funding that is based on our enrollment. FACTS can bear the financial impact of this with the help of COVID Relief funding. This year, we want low

density in our classrooms. In the future, we will be looking to increase our enrollment and fill slots.

FACTS is getting ESSER I, II, and III funding. We received and spent ESSER I. We spent almost \$600,000 of ESSER II last year, but it is only just now getting approved. We hired many new positions this year to be funded by ESSER III. So a concern is now cash flow that funding could start coming in a year after we spent the money. We are going to do a cash flow analysis. We might need to borrow from our cash reserves to pay for current expenses.

Discussion

- Why was there a drop in enrollment?
 - Three families moved out of state, a majority moved to the suburbs, two families moved to cyber schools.
 - We aren't filling slots because we are trying to reduce the crowding in our classrooms.
 - There will be a limit to how low we allow enrollment to drop.
 - What is the Board's role in the decision about the size of our enrollment?
 - Admin will discuss the issue, look at options, analyze financial implications, ESSER III, and make recommendations.
 - Board has a role insofar as this issue has financial implications.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the August 31, 2021 Financial Statements

Moved: Allaire Wohlgemuth

Seconded: Thierry Saintine

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth

V. Constitution of an Audit Committee

Neeta Patel

Part of our annual process, part of checks and balances is having independent eyes on our finances. Joining the Audit Committee is a way of learning more about FACTS finances. There are multiple audits in this audit. There are single audits of different federal programs. It is one meeting of Board members with the auditor. The Auditor presents the audit to the committee.

Joining the Committee: Alan Phan, Thierry Saintine, Neeta Patel

VI. COVID-19 Policies:

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Emergency Paid Leave Policy, October 1, 2021 to December 31, 20221.

- This policy proposes to extend COVID-related Emergency Paid Leave even in the event that the federal law reimbursing employers for additional paid leave for employees expires as anticipated on September 30, 2021.

Discussion:

- Has the Policy Committee or Admin considered a policy like the SDP did and revoke Emergency Paid Leave for employees who are unvaccinated? This might be a good thing to do.
 - The Policy Committee can discuss this.

Moved: Xu Lin

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the amendment to the COVID-19 vaccination policy passed on August 18, 2021.

FACTS has a duty to protect the health and safety of our staff, students and families. In light of the increased transmissibility of the Delta Variant, the rising incidence of COVID-19 in Philadelphia, and the lack of eligibility for COVID-19 vaccines for our students under the age of 12, FACTS is implementing a new COVID-19 vaccine policy. Vaccines have been proven to protect against serious illness from the novel coronavirus, as well as lessen the rates of transmission. Therefore:

- All FACTS employees must show proof of COVID-19 Vaccination or submit to three times weekly on-site COVID-19 testings.
- FACTS employees who do not submit proof of vaccination must wear double masks or KN95 or KF94 masks.
- All FACTS Related Services Providers, folk arts educators, work-study students, visiting educators, and vendors regularly working in our school building must show proof of COVID-19 vaccination in order to work in our school. Exceptions to this rule may be made at the discretion of the Executive Director.
 - Contractors whose staff members work in the FACTS building must collect and maintain copies of COVID-19 vaccination cards of individuals regularly or repeatedly working in the FACTS school building and report their vaccination status to FACTS.
- Contractors, vendors, or visitors who do not have a regular presence in the building must either double mask or wear a KN95 or KN94 mask during school hours.

Moved: Heather Davis-Jones

Seconded: Thierry Saintine

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth

Discussion:

- Some concern over why we don't have a mandate for employees to be vaccinated.
 - Because of exemptions for religious, medical and other reasons, a mandate was not the direction we went. Instead we went with requiring unvaccinated staff to submit to thrice weekly testing.
- Will we have masks available for contractors?
 - We keep a supply at the front desk.
- Is there a way for contractors to submit proof of vaccination?
 - Vendors who have a regular presence in the building must verify that they have proof of vaccination of their staff who work in our building. FACTS does not collect these but has the vendors retain them.
 - We don't check vaccination proof of vendors who are coming to the building just once or very periodically.
- We can and should be promoting vaccination. However, we should have empathy and recognize that there are reasons why some people choose not to or can't be vaccinated.
- We want to put safety measures in place. Encouraging people to get vaccinated, but requiring testing and giving the option of double masking or wearing KN95 masks can increase safety without being punitive.

VII. FACTS Virtual 5K: <https://www.factschool.org/en/facts-5k/>

The FACTS 5K is fast approaching. The deadline for lining up sponsorships is September 20 and the deadline for setting up teams and registering is September 27. Let's spend some time as a Board working on fundraising for the 5K, our largest fundraising event of the year.

Presentation: There are some deadlines coming up for sponsorships and registrations and formation of teams. It is easy to form teams. You can share your team with people in your network. We have a few corporate sponsors.

Discussion:

- How many people have formed teams yet? It isn't too late. It's easy.
- Can link the 5K video in your email outreach.
- One team will run at the same time and same date even though in different cities. It will be fun for some while others just want to donate and not run.
- People who have formed teams in the past can share their email outreach efforts.
- And you can win prizes.

- Commit to tomorrow: either form teams and invite people or invite five additional team members to an existing team.
 - Allaire to follow up with people

VIII. Executive Session

Considering the purchase or lease of real property.

IX. Return to Public Session

X. Memorandum of Understanding regarding Senior Affordable Housing at 800 Vine Street

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School empowers the Executive Director to sign a Memorandum of Understanding that is currently being finalized between Chinatown groups and Pennrose PHL, LLC with regard to the development of Senior Affordable Housing at 800 Vine Street.

Moved: Pooja Agarwal

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth

XI. Other Action Items

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the hiring of:

Jenray Snow - Short Term Substitute \$15/hour

Julie Liu - Building Substitute \$35,000/ year (10 months)

Moved: Xu Lin

Seconded: Thierry Saintine

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth

XII. Adjournment

Moved: Heather Davis-Jones

Seconded: Allaire Wohlgemuth

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth