

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

1023 Callowhill Street, Philadelphia, PA 19123
Wednesday, February 16, 2022, 6:30 p.m.
Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

Board Present: Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung

Board Absent: Allaire Wohlgemuth

Staff Present: David Brown, Pheng Lim, Ellen Somekawa

Public Present: Judy Huynh, Natalia Bovkun, Leigh Carey, Chris Bartlett

I. Call to Order: Selina Morales

II. Public Session

- No public comment

III. Principal's Report Pheng Lim

- Lunar New Year Celebration:
 - Sharing an excerpt from the Virtual Lunar New Year Program. New Year greetings from staff in different languages.
 - Photos of the first grade parade of Tigers
- High School Selection: We have 47 8th graders who will be moving on to high school. Almost all were accepted to a choice high school. 3 students are on wait lists, and we are helping them apply to charter schools. Teacher Rachel and Teacher Griffin went above and beyond to support students and help get us to this positive result.
- Music Teacher: Excited about the new hire.
- There are some internal movements in staffing
- ELD interviews next week: this is expected to be our last hire
- Teacher Formal Observations have been going on. The process involves a preobservation meeting when teachers share their plan and the principal gives input; observation; post observation debriefing; and ending with Action Plans
- Principal Evaluation was a thorough evaluation by the ED. We met to discuss it and planned actionable steps
- Highlight of the week: 50 sixth graders were identified as close contacts. Only four families chose the concurrent option; the others chose Test to Stay. One student asked for the Principal to convince their parents to send them in person. They recognized they learn better in person.

Executive Director's Report

Ellen Somekawa

- COVID-19 Transmission Rates in Philadelphia:

- Cases per 100,000: 146 (to get out of the “high” range, need to get below 100)
- Percent Positive: 5.08% (to get out of the “high” range, need to get below 5%)
- COVID-19 Cases in FACTS:
 - We had 59 positive cases among FACTS Students and Staff in all of January (this included the extremely high rates during the winter holiday and the week following)
 - In the first two weeks of February, we had only 6 positive cases.
 - A vast majority of parents are opting for their students to “test to stay” when their children are identified as close contacts of someone who tests positive. Parents are still offered the option of concurrent learning (which means their child learns remotely at home while their classes are occurring in person at school)
 - Admin is busy in planning for next school year (scheduling, staffing, etc)
 - The ED issued a Statement to Staff on the PSSAs in order to provide perspective on how we are looking at the 2021 PSSAs which were given in September of 2021.

IV. Presentation of Seven Year Financial Projections

Introduction of EdOps and their work for FACTS

David Brown

- FACTS engaged EdOps to help FACTS with our financial projections and to help us check our model that moving into a new facility and expanding our size would help our financial sustainability.

Presentation

EdOps

- Natalia Bovkun, Director of Consulting of Ed Ops
- Leigh Carey, Senior Finance Specialist at Ed Ops
- Take aways:
 - Economics of expanding enrollment to 3 classrooms per grade. . .
 - Bottom Line of Stay Model
 - Bottom Line of Expand Model: net operating income is much higher even if per sf occupancy costs go up.
 - Scenarios: Difference between adding 3, 4, or 5 grades when we move.
- Tasked with
 - Assisting with updating our multi-year financial model.
 - Comparing staying in current facility at current size
 - Problem Statement:
 - Not finished with the project.

Discussion

- How does the model account for the unpredictability of SDP per pupil funding?
 - We are anticipating a reduction in per pupil funding next year of 3% next year, then 0% increase the following year, then 1% increase the next couple years after and then 2% in following years.

- Because of the current economic environment (inflation and potential reduction in funding). For the next three years, expense inflation is growing faster than revenue inflation.
- When looking at these models, we are also seeing the impact on raising teacher compensation.
- How will we learn about rent in the new building? The estimates of \$19-\$23/sf is well below market rate.
 - The model used comparables with other schools to come up with the non-rent portion of occupancy costs.
 - What enables us to pay below market rates are subsidies and funding like New Market Tax Credits that can lower the amount we would have to pay.
 - We are getting estimates from our pre-development consultants about construction costs and how that translates into debt service or rent.
 - Have we calculated how many years our reserve would last if we experience the deficits in our model of staying in place? [one estimate would be until 2030]
- Request to see the document that outlines the sources and uses. Want to be able to evaluate the risks.
- What are the financial levers that EdOps explored?
- What assumptions we are making about how quickly the enrollment will jump to scale?
 - Base case: Assumed that in the first year of expansion, FACTS adds K, 1, 2. Assume that all three of those grades would be fully enrolled. Did not account for having under enrollment during the expansion.
 - Are we concerned about being able to hire the staff to manage this growth?
 - We are confident we could hire staff to manage the growth. We are building a pipeline of teachers with our new structure of hiring certified teachers as building subs and intervention teachers, and also hiring from among student teachers. We are aware of the challenges in the field of teaching. We hired two teachers this year who are former FACTS students. We are growing our own.

V. 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 January 19, 2022, as amended. [Amend: spelling of Heather Davis-Jones's name]

Moved: Thierry Saintine

Seconded: Heather Davis-Jones

Voted Yes: Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung

VI. Finance Committee Report

Finance Committee Report

Neeta Patel

We enrolled five more students. David is tracking enrollment on a month to month basis. Expenses are rising due to inflation. ESSER reimbursements have started to arrive. A new tab was added to give a month to month comparison.

Finance Director Report

David Brown

Apologies from Ellen. The financial statements and narrative were mistakenly not sent with the Board materials. Therefore approving the January financial statements is tabled until the next meeting.

VII. Approval of the 990

The Board's Role in Reviewing the Form 990
Discussion and Questions

David Brown

- The numbers in the 990 were drawn from the audit which has already been accepted by the Board.
- The Board is responsible for accurately representing the board membership; compensation of employees in decision making capacity; policies, making sure that a majority of our funding is being spent on programs and not management; etc.
- Finance Director reviews the 990 closely for accuracy.
- Treasurer and Finance Committee look at the 990 especially with a keen eye on the narrative which is the public document that tells the story of our mission and vision as well as our financial health.
- The Finance Committee did review the 990 and recommends its approval.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the submission of the Form 990 for the year ending June 30, 2021.

Moved: Neeta Patel

Seconded: Xu Lin

Voted Yes: Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung

VIII. Approval of the FACTS Health and Safety Plan

It is a requirement of the ARP ESSER grant that the school's Health and Safety Plan be reviewed, updated, and approved at least every six months.

Discussion:

- Can we revisit the no speaking during meal times?
 - That practice is not a policy, but an administration level decision.
 - A board member/ parent voiced unhappiness with the practice.

- Can we revisit the outdoor masking policy?
- Admin Council has been discussing whether some precautions can be revisited as conditions are improving.
- Will we revisit precautions as the City and Health Department make changes? [yes]
- There is interest in revisiting COVID policies at an upcoming meeting.

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School has reviewed and approves the revised Health and Safety Plan (dated February 16, 2022).

Moved: Neeta Patel

Seconded: Heather Davis-Jones

Voted Yes: Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung

IX. Approval of the 2022-23 School Calendar

Presentation on changes to Many Points of View Day and Indigenous People's Day

Presentation on proposal for Juneteenth

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the 2022-23 School Calendar.

Moved: Thierry Saintine

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung

X. Executive Session

- Discussing agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law.

XI. Return to Public Session

XII. Committee Reports

- Development Committee Alan Phan
Three new members joined the Development Committee, two of whom are Board members. The 5K is being planned as a live (not virtual) event for October 2022 in Roosevelt Park. The committee is discussing an annual appeal for the spring and how to strengthen the level of individual giving and corporate matching. The committee also had preliminary discussions about a capital campaign.

XIII. Adjournment

Moved: Heather Davis-Jones

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung