

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, March 16, 2022 6:30 p.m.

Via Zoom Meeting (Zoom Invitation posted on website)

**MINUTES**

**Present:** Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Kenzo Sung

**Board Absent:** Xu Lin, Thierry Saintine, Allaire Wohlgemuth

**Staff Present:** David Brown, Pheng Lim, Ellen Somekawa

**Public Present:** Heather Green, Ricque Porter

**I. Call to Order:** Selina Morales

Gratitude Moment: Expressing gratitude that we are teaching our students ways of managing stress and emotions such as in our Qigong program. Sharing a story of a child teaching their parent a Qigong practice to help deal with a moment of stress.

**II. Public Session**

- No public comment

**III. Principal's Report** Pheng Lim

- Sharing video clips from Founders' Day. Showcasing student reflections on learning to live the FACTS school pledge and Founders' Day puppet show.
- Started Optional Masking this week
  - We weren't always in agreement about mitigations. There was a lot of anxiety when coming back to 100% in person in the fall, but am proud and glad for how we've handled the pandemic. Extremely challenging two years, but grateful to the Board and Admin for sharing different perspectives but ultimately coming together to make the best decisions we could to serve our students and keep our community safe.
- We held the lottery. Admitted 72 new students for next year, 50 of these in Kindergarten
- Sharing 6th grade reflections from their immigration and migration unit: an activity is interviewing P. Pheng about her family's journey from Cambodia.
- March 29 is Black Heritage Day:
  - excerpt from PD
  - reflections from 8th graders

Discussion

- Thank you for sharing. Appreciate hearing especially the reflections of 8th graders

- Wonderful to hear the stories
- What is the lottery waiting list? [We had a smaller number than past years, between 300-400 applicants.]

### **Executive Director's Report**

Ellen Somekawa

#### Discussion:

- How have COVID rates been?
  - Almost no cases
  - All clear in Philadelphia
- Do we know the vaccination rate of our students?
  - No. We did a voluntary survey early on but have not done one since.

## **IV. 2022-23 Budget Presentation**

Presentation (background and context)

David and Ellen

Presentation of the Draft Budget

David

- The budget is for approval at the April Board meeting

#### Discussion

- How was the \$1.5 million for the Building Reserve arrived at?
  - The \$1.5 million is not a goal; it's a minimum of the amount of equity that our financial model is based on.
- What would have happened to our budget if the pandemic and the ESSER funding hadn't happened?
  - Prior to the pandemic, the per pupil allocation was going up and allowed us to build our cash reserve. This made it so that the structural deficit we anticipated kept being kicked into the future.
  - It is ironic that one impact of ESSER funding is that it could lead to a decrease in the per pupil funding from the School District.
  - If there wasn't the pandemic, our enrollment would not have decreased, and this was a major factor in our decline in revenues this year.
  - If there wasn't a pandemic, we would not have necessarily been anticipating a reduction in government funding (impact of the pandemic on the state and local tax base; impact of the pandemic on School District budget, etc)
  - If there hadn't been a pandemic, we would not have incurred many of the extra costs.
  - So the ESSER funding is helping us build a cash reserve to protect against expected hard times; but also the financial stresses we expect to confront in coming years also originated in large part from the impacts of the pandemic.
- Timeline correlation of 8th and Vine and our timeline
  - The opportunity at 800 Vine Street arose out of community advocacy, but does not have a particular development timeline.
  - The New Markets Tax Credits allocations cycle is pushing our timeline for development at 800 Vine.
- Context on presuming the school remains at current location
  - Why do the coming years show more students but fewer staff?

- There are temporary jobs funded by ESSER funding that will go away after ESSER goes away (four intervention teachers down to two; four building subs down to two)
- Projected reduction of 3% to 8% in the per pupil allocation?
  - Why are we budgeting at 3% reduction for next year. [How we budget this depends on our appetite for risk. We budgeted for a medium level of risk tolerance. Also, we don't know how the School District will spread their expense reductions over the next couple of years]
- For practical purposes, we have to pass a budget but will revise it after we know two key factors:
  - Our per pupil (probably known in June)
  - Health premium (probably known in April/May)
- We know we have a structural deficit
- What makes up the \$500,000 for the ELD program expenses? [It is almost all salary.]

## 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 February 16, 2022.

Moved: Neeta Patel

Seconded: Heather Davis-Jones

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

## VI. Finance Committee Report

Finance Committee Report

Neeta Patel

Thank Finance Director for the report. Operating cash is up. Good cash position. ESSER 2 funding has started coming in. Enrollment is an improvement from prior to break. Expenses are up. Costs of everything is going up. Finance Committee will be developing a policy for our cash reserves.

Finance Director Report

David Brown

Our equity can be categorized as donor restricted or available for use. We want to start showing intentionality for our reserves that appears on our balance sheet. By making board restricted accounts, Finance Committee will bring to the Board parameters for how to use the funds, who can access it and under what conditions, etc.

**2. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the February 28, 2022 Financial Statements.\*

Moved: Heather Davis-Jones

Seconded: Leana Cabral

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

(\*The Board decided it is not necessary to have a resolution approving the January statements since the January financials are implicitly included in the February financial statements)

## **VII. Executive Session**

- Considering the purchase or lease of real property.
- 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

## **VIII. Return to Public Session**

## **IX. Approval of the FACTS Health and Safety Plan**

Due to the movement of Philadelphia County into the All Clear COVID Response Zone, changes to the Health and Safety Plan are in order.

**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 March 16, 2022).

Moved: Heather Davis-Jones

Seconded: Neeta Patel

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

## **X. Committee Reports**

- Development Committee

Alan Phan

Committee has divided up tasks: Capital fund, spring appeal letter, 5K in midOctober and how to build our donor list and donor relations.

- Nominations Committee

Selina/Heather

There are some individuals in the pipeline who are being considered for membership in the summer and are happy to receive additional nominations.

Board Chair scheduling check in meetings with all Board members.

Allaire has taken a leave of absence

## **XI. Other Action Items**

**4. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the following employees for the 2022-23 school year: [list with employees, positions, and salaries is attached]

**5. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the submission of a self nomination for a Building Hope Impact Award in an amount of \$10,000 to \$20,000 for the support of innovation in FACTS's folk arts program.

**6. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School authorizes the Executive Director to execute a letter of agreement with Robert Jacobs of RJC Consulting as our New Markets Tax Credits Consultant.

Moved #s 4-6: Heather Davis-Jones

Seconded: Pooja Agarwal

Voted Yes: Pooja Agarwal, Leana Cabral, Heather Davis-Jones, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan

**7. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Settlement Agreement and Trust Agreement as discussed in Executive Session pertaining to a special education student matter. The Board authorizes the Board President to execute the Settlement Agreement and the Trust Agreement.

Moved: Neeta

Seconded: Alan Phan

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

## **XII. Adjournment**

Moved: Alan Phan

Seconded: Leana Cabral

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

Position FY23	Name	
<b>Regular Education</b>		
Teacher	Asplundh, Marley	47,133
Teacher	Barton, Michelle	72,007
Literacy Coordinator	Benowitz, Jill	74,285
Teacher	Bonitatis, Aurelia	69,211
Teacher	Britwell, Brindusa	49,489
Teacher	Cavanagh, Lily	55,042
Building Sub	Chang, Chen Yen	36,050
Interventionist	Della Velle, Teresa	50,000
Teacher	Dodordas, Lindsay	54,042
Math Coordinator	Fan, Janice	78,031
Teacher	Franz, Markio	54,042
Teacher	Green, Heather	69,211
Teacher	Huynh, Judy	68,211
Teacher	Joselyn, Eric	89,532
Teacher	Kim, Elizabeth	60,252

Teacher	Lei, Biaohua	69,211
Teacher	Liang, Dinh	43,000
Teacher	Ling, Daisy	59,071
Building Sub	Liu, Julie	36,050
Intervention Coordinator	Lunstead, Jenny	69,040
Interventionist	Mack, Olivia	44,320
Teacher	Park, Hye-Jung	54,042
Teacher	Pickering, Cathering	60,071
Interventionist	Rinti, Jessica	49,489
Kindergarten Assistant	Sandy Tu	34,600
Teacher	Seidel, Rachel	45,320
Building Sub	Smith, Samantha	36,050
Teacher	Solitrin, Katie	57,913
Teacher	Strother, Lucia	55,664
Teacher	Thompson, Nahfesse	48,489
Teacher	Wai, Linda	57,913
Teacher	Wilkinson, Gabrielle	54,042

**ELL - Regular Education**

Teacher	Megill, Lucinda	67,523
Teacher	Min, Melissa	58,913
Teacher	Rivera, Marisol	64,940
Teacher	Strube, Tom	64,940
Teacher	Williamson, Mia	48,133

**Special Education Teaching**

Teacher	Buozis, Alison	70,211
Teacher	Dougherty, George	60,252
Special Education Assistant	Johnson, Termarryer	30,900
Teacher	Lee, Jennifer	74,447
Teacher	Lingenfelter, Jill	56,164
Special Education Assistant	Louie, Weixia	35,000
Teacher	Mrljak, Sara	62,457
Teacher	Ziebel, Rachel	58,913

**Program Support Services**

Folk Arts Education Specialist	Deafenbaugh, Linda	63,672
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Director of School Culture	Griffin, Jacquelyn	69,822
Technology Manager	Lei, Wen Chao	62,424
Principal	Lim, Pheng	104,928
Director of School Culture	Morris, Trish	63,672
Special Education Supervisor	Pankey, Lisa	93,089
School Counselor	Schrodel, Mikki	64,505

### Administration & Operations

Finance Director	Brown, David	90,093
Secretary	Centeno, Elizabeth	49,129
Instructional Data Coordinator	Fitzpatrick, Galen	81,600
Building Manager	Nguon, Sam	58,516
Associate Director	Porter, Ricque	88,080
Executive Director	Somekawa, Ellen	107,527
Secretary	Wong, Patty	48,000

### Food Service

Food Services Manager	Broadhurst, Dewi	52,858
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Food Services Asst.	Mai, Qilian	39,416
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**Hourly Staff**

Food Services Aide	Yeung, Mei	18/hr
Food Services Aide	Lukito, Melly	17/hr
Food Services Aide	Tan, Jian (Tracey)	16/hr
School Culture Assistant	Jones, Tunai	16.50/hr
School Culture Assistant	Martin, Kenneth	16/hr