

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, July 21, 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, Heather Green, Ellen Somekawa

- I. Call to Order:** Selina Morales
- II. Executive Director's Report** Ellen Somekawa
- 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 June 16, 2021.

Moved as amended: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

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

Abstained: Xu Lin

- IV. Finance Committee Report** Neeta Patel
Finance Committee Report

There is no approval of Financial Statements this month since June is the last month of the fiscal year and it takes time to close out the year. We anticipate closing out our year close to our budget.

Finance Director Report

The audit is in process. It is taking longer to close out the year because the big COVID relief grants are coming in, and they require meticulous bookkeeping to track where the funding is being spent. An audit committee will be convened in August or September.

- V. ARP ESSER Health and Safety Plan**

Discussion:

- Do we need to define protocols for moving to remote learning?
 - We anticipate the likelihood of exposure events and quarantines,
 - Whole school closure is unlikely unless there is a citywide close down, etc
- Will students need their Chromebooks at home?

- Daily lanyard check is a concern; will parents be able to fill these out every day? Will we end up with hundreds of students not able to start school every day because they don't have their lanyard?
 - Can we change it to a signed attestation signed at the beginning of the school year that parents will check for symptoms every day and keep student home if the student has a fever or shows symptoms?
 - Worry about kids losing their lanyards. As a parent, I was scrambling.
 - Can we learn from other schools?
 - Some schools did temperature checks at the door which is also very time consuming. And students riding the bus are already there.
 - Some schools are doing online screeners but we did not feel that this would be best for our community.
 - Some schools are focusing on routine COVID testing. Staff are mandated to be tested weekly and students are also supposed to get regular tests, but this isn't really happening due to staffing.
 - I don't know that people can be trusted for these screeners, so it might not be an effective intervention.
 - We're in a different situation from before with a big percentage of adults being vaccinated.
 - It will be a big burden for us to administer and will cut into instruction, so I don't know if it is a good trade off. Instead maybe send home a weekly message.
 - If the staff feel strongly about it, maybe we should try it. We could see how it goes and then make changes based on our experience.
 - People's attitudes about keeping kids home when sick have changed since COVID. As a parent, I kept my child home for longer and more frequently than I would have pre-COVID.
 - We implemented this during the spring and once parents learned that we are seriously enforcing it, they were able to comply. We did not have a high incidence of non-compliance in the spring.
 - The lanyards gave a helpful visual reminder of the community responsibility to maintain the safety of everyone.
 - Not opposed to it. Whatever Admin feels is what we can and should do to keep people safe is what we should do.
 - Remembering to do the screener and keeping track of the lanyard can be trained and become a morning routine for families. It is a matter of training for the parents and the students.
 - We can keep this for now and the purpose of this plan and then revisit it later.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School reviewed and approved the Health and Safety Plan on July 21, 2021.

Moved: Heather Davis-Jones

Seconded: Thierry Saintine

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

Abstained: Pooja Agarwal

VI. Moving FACTS Bank Accounts

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves of moving all of its bank accounts from TD Bank in solidarity with the efforts to stop the Enbridge Line 3 Tar Sands Pipeline. The support of banks like TD Bank make possible the construction of Line 3 which endangers precious and finite water resources (boring through and under over 200 bodies of water and 22 rivers—including the Mississippi—and terminating at the Great Lakes); it violates Treaty Rights of the Ojibwe people by endangering primary areas of hunting, fishing, wild rice and cultural resources in the treaty territory; and contributes to climate change by moving tar sands, one of the dirtiest forms of fossil fuel and creating infrastructure that is intended to lock us into a commitment to tar sands for decades to come.

Moved: Pooja Agarwal

Seconded: Heather Davis-Jones

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

Abstained: Pooja Agarwal

VII. Executive Session

Considering the purchase or lease of real property

VIII. Return to Public Session

IX. Committee Reports

- Development Committee

Alan/Allaire

Development Committee is continuing to move forward with a Virtual 5K; want to focus on pushing the idea of people forming teams. The committee is also working on connections. NAAAP. We have 100% Board giving!

- Policy Committee

Pooja

Policy Committee is working on policies related to technology, cyber safety, tech user policies and will be putting forward policies to adopt at the August 4 meeting.

- Nominating Committee

Heather/Selina

Board members may share ideas of nominees with the Nominating Committee along with reasons for the recommendation and resume. The Nominating Committee conducts a first interview with potential nominees before making recommendations to the full board. Skill sets we are looking for now: K-12 education practitioner or school leadership, school finance/treasurer, alignment with FACTS values.

X. Other Action Items

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Gen3 in an amount not to exceed \$10,000 for the installation of new doors between classrooms.

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Gen3 in an amount not to exceed \$18,000 for the expansion of the Art Room.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Great Minds in an amount not to exceed \$6,000 for the purchase of Eureka Math Workbooks.

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with School Specialty in an amount not to exceed \$5,000 for the purchase of PSSA Coach Workbooks.

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Emerald Business Interiors in an amount not to exceed \$15,000 for the purchase of teacher desks.

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Singapore Math in an amount not to exceed \$13,000 for the purchase of workbooks.

Moved #4-9: Neeta Patel

Seconded: Kenzo Sung

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

XI. Adjournment

Moved to adjourn: Neeta Patel

Seconded: Alan Phan

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

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, August 4, 2021, 6:30 p.m.

Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

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

Board Members Absent: Neeta Patel

Staff Present: Ellen Somekawa

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

II. **Policies:**

Agreement for Technology Use

Presentation

Pooja Agarwal

Discussed how to handle good practices for Technology User Agreements (in particular lending all students Chromebooks). Wanted to make sure that the policies included our other values and policies that are important to us. Discussions revolved around fairness. We came around to a consensus that we need to put something else in place because there were so many accidents. Sometimes a fine could create a culture of care around the tech; we don't want students or families to make the assumption that devices will just be replaced with no consequences. People make assumptions that breaking or losing devices doesn't affect FACTS because we got CARES Act funding or the assumption that we have funds to replace these. We are worried about a few years down the road; how we will have the budget to replace devices. We discussed communication to families about the cost of the devices and tips for taking care of the school issued chromebooks as part of back to school communication.

Discussion

- Want to understand if and how we are going to enforce the fines or not.
- Hope students know about this and think about it; see consequences and more motivation to take care of their device.
- We might have to discuss purposeful and repeated recklessness; would we ever take away a CB?
- We would rely on relationships and would hope that families that couldn't pay a fine would communicate with us about this.
- In some Latinx communities, the idea of debt and owing money to an authority carries a lot of cultural weight; relationships of debt are to be avoided. People start taking risks to earn money to pay off debt. We want not to be cavalier about this relationship with our families. This concern is about how we implement the policy with compassion and intention, not to say that we should not pass the policy.
- Instead of punitive debt, can we frame this as together as a community we need to take care of these resources so that we do not run out. Be transparent in this document about this perspective.

- Communication about good laptop practices; we have a policy to recoup some of the costs of replacing these devices. Connect the policy with the best practices for caring for equipment and the context of sharing responsibility.
- All teachers will spend some time on best laptop practices
- How prevalent is the issue?
 - 490 students were issued CBs and we had 80 damage reports
 - We need to collect better data and insist on better reporting on our damage reports so we can clarify how damage happened.
- Important that we are getting and issuing CB cases
- What are other schools doing?
- What does FACTS do about loss of textbooks? [FACTS doesn't use textbooks much, if at all]
- Is there a clear distinction between software and hardware problems:
 - The school is very approachable about helping with computer troubles and helping to troubleshoot
- The structure of fines seems disproportionate to the issue. Three incidents leading to a \$300 fine seems out of proportion.
 - Agreed to amend the Agreement to change the wording in section 10 to "up to \$300"
- Loss of computer: should be different if it is stolen or lost in a fire, etc
Should be on a case by case basis. Important thing is communication with the school
- Importance of how we implement the policy with compassion and in relationship with families. Implementing the fine policy may help families be more thoughtful about how they handle the devices.
- Must be paired with education of students and parents, compassionate implementation, encouraging communication
- We should be transparent with parents; we're looking for ways to have money to take care of our technology needs. We need to plan in a sustainable way
- We have to be careful; not every family will feel comfortable getting a police report if their device is stolen. That should be a conversation with parents and teachers.
- Technology gets outdated quickly; it will be every three years or so we need to get replacements for the whole school. This will be the bigger financial challenge for the school
- Focus is prevention, not punishment. The school should handle incidents on a case by case basis. Putting some consequences in place can help parents to remind their children to take care of the devices.
- Two number 11s;
 - Agreed to amend the Agreement to correct the numbering on the form.
- Need to collect better data
- Could we have an orientation for parents; we want parents to hear it from people they trust before they get just a piece of paper.

1. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves adopting the Agreement for Technology Use form, as amended.

Moved: Thierry Saintine

Seconded: Allaire Wohlgemuth

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

Remote Work Agreement

Presentation

Pooja Agarwal

Discussion

- The bullet point about making child care arrangements should not be listed as a rule. Agreed to delete the point

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves revising the Remote Work Agreement form contained in the Work from Home Guidelines and Agreement as amended.

Moved: Allaire Wohlgemuth

Seconded: Alan Phan

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

III. Approval of the Lease Reimbursement Application

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School certifies that, to the best of its knowledge and belief, the information in the 2020-2021 Lease Reimbursement Application is true and correct.

Moved: Xu Lin

Seconded: Heather Davis-Jones

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

IV. Other Action Items

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the Vanguard School in an amount not to exceed \$70,000 for the provision of Alternative Private School services.

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Amazon.com in an amount not to exceed \$5000 for the purchase of Classroom Projectors.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with VIG in an amount not to exceed \$18,000 for the purchase of Chromebooks with management licenses.

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the Elwyn Davidson School in an amount not to exceed \$100,000 for the provision of Approved Private School and one-to-one services.

Moved Resolutions #4-7: Heather Davis-Jones

Seconded: Pooja Agarwal

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

V. Adjournment

Moved to Adjourn: Heather Davis-Jones

Seconded: Kenzo Sung

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

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

1023 Callowhill Street, Philadelphia, PA 19123
Wednesday, August 18, 2021, 6:30 p.m.
Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

Present: Pooja Agarwal, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Board Members Absent: Heather Davis-Jones, Xu Lin, Kenzo Sung

Staff Present: David Brown, Heather Green

Public Present: Liu Xiong Biao, Ray Huang, Lizhen Lin, Ride Zhang, Li Zhen Zhuang, Qinghua Lin, Mason Liu, Qiuxian Ou, Yang Hui Li, Jinsil Kim, Saiping Lin, Yangang Zhuang, Haiyan Wu, Mei lin Wang, Zhen Zhang (and 13 other members of the public)

I. Call to Order: Selina Morales

II. Public Comment

Parent 1: Speaking on behalf of parents (same as email sent earlier): Worried about rising COVID cases and the Delta variant transmission. Want to preserve remote instruction as an option for those with health concerns or transportation issues.

Parent 2: Agree with previous speaker. In FACTS school, $\frac{2}{3}$ of students are under 12 so we have a major concern. Hybrid mode in the spring was successful, but only half of school was attending in-person days. Risk would double with increased attendance.

Parent 3: Have two children at FACTS. Can FACTS offer online education like we did before? Children under 12 have a hard time practicing social distancing. Online classes had problems, but safety and health should be prioritized.

Parent 4: Want FACTS to offer a hybrid mode for the school year. Have elderly and young at home; worry about the child bringing COVID back to the home.

Parent 5. Request hybrid mode so students can stay home and be safer.

Parent 6: Kids above 12 have a chance for the vaccine, so they could go to school. Only offer the remote option to students under 12. Also 6-8 grade students have more self control and going to school is more critical for them. For younger children, if parents can make sure student focuses they can learn from home. Requests FACTS do a survey of parents.

Parent 7: Parent of young child. Want school to offer online class. Hard for young ones to maintain social distance. Hard even for the parent to make the child keep the mask on. The Delta Variant brings higher risk to younger people.

Parent 8: Parent of a special needs child who can't keep their mask on at school all day.

Parent 9: Want to continue remote learning because it is a safer route. Within school, we don't know who is vaccinated. Even with mandatory masking, it's hard for children to maintain masking. The risk is too high. Reading articles about parents sending children to school who are COVID positive. In person learning is best, but with unknown vaccination status and not knowing who people are in contact with, it is too risky. School is a portal for transmission. Remote learning is stressful on administration, staff, students, and parents. It isn't ideal and the quality does not compare. Trade off is people may get the infection and die versus not risking the infection. Without the remote option, our family will keep our children home regardless of the ramifications. Lucky we can telework at home; other parents have to work. To keep kids alive, remote learning is best.

Parent 10: Suggest school offers an online option. Wants her student to study at home.

Parent 11: Suggests that No. 1 is safety concern, No. 2 is academic achievement concern. Can FACTS offer after school education for people who need it? Would be willing to pay for it.

Parent 12: It is a hard year. Online class is hard. But more concerned about safety. Sixth grade going to seventh grade is an important year. Want optional tutoring. Want child to go to school, but worried about it.

Parent 13: Even students who have been infected and healed can still suffer from long term impacts of COVID.

Parent 14: Recently the news of schools that opened already had outbreaks and many students and teachers were infected. Some teachers died. We are facing the new variant and we don't know what other new variant is coming. In the next three months we are facing a high risk challenge. We are facing unknown post-infection problems that may impact a child's whole life. In own experience, online classes were okay and child was happy with it. Want everyone to work together to overcome the challenges. Safety should be the number one priority.

Parent 15: One person I know lost their hearing forever. Does the school have any protection for teachers and students?

Selina Morales: I want to appreciate the parents who came and spoke tonight. The Board is not in a position to speak to each of you, but we have heard your concerns. You are welcome to stay. This is a public meeting. As a member of the school community and a parent of a FACTS student, I understand the concerns that you raised tonight.

III. Principal's Report

Pheng Lim

- On September 2 there will be a family meeting where families can learn more about our health and safety plans. Hope that parents here tonight can join on September 2; invitations have gone out. There will be simultaneous interpretation in several languages.
- The FACTS Health and Safety Plan (translated into several languages) was also sent to families' homes for their review. Parents should have already received this year's Welcome Packet with this information.
- Next week teachers and staff will return to prepare for the reopening.
- The Professional Development will be two weeks long. It will include
 - Health and safety training
 - Concurrent teaching will be used if students need to quarantine or isolate
 - Returning to school comes with emotions, so we will be preparing for welcoming students back to school
 - Also Anti-Bias training on racism by Debbie Wei (founding principal)
 - Anti-Bias training on LGBTQ issues by Children's Hospital of Philadelphia
 - Restorative Practices in Action: FACTS was selected for training and coaching in Restorative Practices and emphasize student agency in their own learning

Executive Director's Report

Ellen Somekawa

Discussion

- Is there a structure for distancing students in recess? This fall will be different from the spring. This will be discussed during the PD weeks. There will be guidance on what can be done in recess, lunch, etc. We will have to be more creative about what is allowed. We will be bouncing ideas off of teachers as well.
- From hearing parents' concerns, what do we do if a significant percentage of parents don't send their children to school? What will happen to the students? We don't know how representative of parent opinion was of those testifying earlier in the meeting.
- If the students don't attend school and unenroll in FACTS, they would attend other schools to pursue online learning. If they select not to attend FACTS. It will have financial impacts and instructional impacts.
- Pheng: This board will process what families shared. Please give them time to process what they heard.
- There is not a resolution on the agenda about shifting our instructional model. The Board cannot be asked to make such a big decision having just heard from parents.
- Parent: Would a student lose their seat if they don't attend? 2020-21, 2021-22 is a lost year.
 - Admin Response:
 - It's a family decision to keep your child home
 - The law says that if your child does not attend for ten consecutive days, a charter school is to drop them from the school rolls. Also truancy laws would take effect.

- Charter School Law says that once a student enrolls in a different school, they are no longer a FACTS students and would lose their seat at FACTS.
- The resumption of online learning may be possible if a student contracts COVID.

IV. 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 July 21, 2021.

Moved: Allaire Wohlgemuth

Seconded: Neeta Patel

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

2. 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 4, 2021.

Moved: Thierry Saintine

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Selina Morales, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Abstained: Neeta Patel

V. Finance Committee Report

Finance Committee Report

Neeta Patel

Finance Director Report

David Brown

Appreciation to the Finance Director for the helpful narrative report. The Financial Statements are for the 2020-21 year-end close-out. We ended in the black but would have ended in the black even without COVID relief funding. The larger than normal surplus is due to the ESSER grants. (a third of the surplus was budgeted, a third of the surplus was due to a reduction in expenses from operations due to school closure; a third of the surplus was due to the ESSER funding. One intention of ESSER III funding is to help schools save for coming hard times when COVID impacts are felt and revenues decline). But we lost revenue due to the reduction in the per pupil allocation and a reduction in enrollment. We have a healthy reserve. However moving forward, we expect a drop in per pupil allocation in future years and have uncertainty about the impact of COVID on enrollment. We will constitute an Audit Committee in the fall. We expect a budget revision in the fall.

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the June 30, 2021 Financial Statements

Moved: Thierry Saintine

Seconded: Neeta Patel

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

VI. COVID-19 Policies:

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the following masking policy:

Due to the increased transmissibility of the Delta Variant and to the rise in COVID-19 spread in the Philadelphia area, masks must be worn by all people (above the age of 2) while inside at FACTS. Individuals working alone in their own offices may remove their masks while in their offices.

Discussion:

- Voting on these policies feels dismissive of the parent concerns that were raised. Keeping the agenda that we put together prior to hearing parent concerns seems like disregarding parent concerns.
- If we are to vote on these policies, does it preclude discussion of issues that parents raised? [no]
- Need to remind us that teachers are returning next week.
- The Welcome Packet came out and made parents aware of the plan. Parents who were fine with the plan did not show up to the Board Meeting. It doesn't mean that it is a consensus of FACTS parents that remote school should be offered. School starts in a few weeks. The other hundreds of parents who were not at the meeting are assuming that the plan for returning to school is happening.
- The parents who spoke today shared their concerns. They want options. Parents who feel comfortable sending their students to school should be able to, but some are looking for other options. We need to try to honor both. Parents were not advocating for 100% remote learning.
- There is an emotional response to tonight's public comments. Without proper briefing and time to think, I am not prepared to vote on a decision. As a governing body, we don't make policy or determine practices without consultation and advice of Admin Council. There is a need for discussion with the school's leadership team.
- Parent: When we received the packet in the mail two or three weeks ago, I thought that the school might pivot as we get closer to opening as the trends in COVID change. Staying alive is a better decision as a family. Respect other parents' decisions. Kids go to daycare or school when they are sick. Vaccination does not guarantee immunity. Hearing of breakthrough infections.
- We are being asked to approve resolutions that are appropriate to the moment. If we need to pivot, we will continue to have these discussions that we have had for the past year and a half.
- As of now, CDC is recommending that school is in person. As in the past, we will pivot as CDC recommendations change.
- Two parents said that their children would not wear masks. Could we have some procedures to guarantee that students wear masks at all times?
- We need a better understanding of the percentage of parents who feel similarly to those that raised concerns tonight. It doesn't make sense that parents have to choose between their concerns and their student losing their seat. I know that it's August, but don't feel comfortable forcing families to choose.

- This resolution is appropriate no matter what modality of learning we are in. We should have mandatory masking if we are in person, remote, or hybrid.
- The Board had voted to allow unvaccinated staff to go without a mask in the summer. This resolution undoes that earlier resolution. As a staff person, I want to be protected.

Moved: Allaire Wohlgemuth

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Selina Morales, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: Thierry Saintine

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the following COVID-19 vaccination policy.

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 weekly COVID-19 testings.
 - Employees must forward a copy of their COVID-19 vaccination card (front and back) to: nurse@factschool.org during the week of August 23-27 or submit to weekly onsite COVID-19 testings.
- 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.
 - Individuals must forward a copy of their COVID-19 vaccination card (front and back) to: their FACTS supervisor.
- FACTS is putting into place an onsite COVID-19 testing program
 - Employees who are not fully vaccinated must submit to weekly (or more frequent) on site testing.

Discussion:

- Would FACTS be paying for this testing?
 - FACTS is participating in a program with the Children's Hospital of Philadelphia that provides us with free testing kits, training, access to a reporting portal, and technical assistance.

Moved: Pooja Agarwal

Seconded: Neeta Patel

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

VII. On-Site COVID-19 Testing

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves entering into a Memorandum of Understanding with Education Plus Health to support the operation of a COVID-19 Satellite Testing Program at FACTS.

Moved: Pooja Agarwal

Seconded: Alan Phan

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

VIII. Moving FACTS Bank Accounts

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves of opening bank accounts at WSFS Bank.

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School authorizes Ellen Somekawa, Pheng Lim, David Brown, Selina Morales and Heather Davis-Jones as signatories to all accounts at WSFS Bank.

Discussion:

- We will get to have the services that we had at TD Bank and there are improvements in services as well.
- They will set up each account with its own FDIC insurance limit, unlike what TD Bank was willing to do.

Moved Resolutions #7-8: Allaire Wohlgemuth

Seconded: Thierry Saintine

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

IX. Executive Session

Considering the purchase or lease of real property.

X. Return to Public Session

XI. Reports

- Development Committee

Alan/Allaire

Virtual 5K; flyers and materials are ready to distribute and the registration is live on the website and on Run the Day. Now is the time to promote the 5K, especially to get sponsors. Some materials are being translated.

Discussion

- Appreciate the new materials, rebranding the sponsor levels, fun
- We will make regular updates for how board fundraising is going with the 5K

- Nominations Committee

Heather/Selina

Have received five strong nominations for Board members. The most ever received in one season. The Committee will be discussing the optimal size of our board and the ideal number of board members we would like to invite. Continue to nominate people; it's important to have a good list of people who can be cultivated and engaged on committees if not the board. Still looking for someone with non-profit finance/school finance experience.

XII. Other Action Items

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves applying for a \$25,000 Price Waterhouse Cooper Reimagine Grant for the purpose of increasing the integration of digital literacy and digital citizenship into FACTS's curricula.

10. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves applying for a \$45,000 grant from the National Endowment of the Arts for the purpose of strengthening and magnifying our folk arts education program.

11. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Innovageous in an amount not to exceed \$11,000 for training, planning, and consulting services.

12. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with A-One Asphalt Paving in an amount not to exceed \$8,000 for the paving of Shamokin Street up to the fenceline.

13. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Gen3 in an amount not to exceed \$10,000 for the installation of two classroom exhaust fans/air purifiers.

14. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Evosia Wellness in an amount not to exceed \$12,000 for the provision of remote Qigong classes.

15. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with School Outfitters in an amount not to exceed \$5,000 for the purchase of classroom bookshelves.

16. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Rugged Protection in an amount not to exceed \$7,000 for the purchase of Chromebook cases.

Moved Resolutions #9-16: Allaire Wohlgemuth

Seconded: Thierry Saintine

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

Discussion:

- Parent testimony was moving
- Want a sense of what other parents are thinking
- Need to highlight that we can't do two models. We are one school. I don't know how we do two models.
- It isn't unexpected that families would bring up concerns because there are different levels of risk tolerance and fear in our community and in our country. Vaccination changes the risk of severe illness and death. I haven't heard of any school districts that have opened in hybrid or all remote. We aren't in a financial position to offer multiple models. It wouldn't be right to pivot to an online model because of the concerns of a group of parents. We have gone to lengths to put in place mitigation measures and prepare to pivot to online learning. The school has had a cautious and thoughtful approach. There are other choices for families if they are not comfortable. It isn't that easy for us to offer multiple options.
- There are some schools that have opened virtually in the past few weeks but these are mainly in areas with low vaccination rates.
- Concurrent teaching could be effective. Innovageous says that there has been so much learning that this could be successful. Invite Board members to attend the concurrent teaching training. We could offer options.
- Concerned that concurrent teaching compromises the quality of teaching for everyone. We have said we are following public health guidelines. Our responsibility is to safeguard our standing as a school.
- We have to stick to the plan. We spent a lot of time discussing and preparing. If things change, we will revisit the topic. There has been enough thought and discussion, put effort into making the best decision we could. Know that new guidance could lead us to pivot at any moment. Feel that we have taken parents' concerns into consideration.
- Trying to tease apart my desires as a parent and my responsibilities as a board member. Hard to listen to parents; their concerns resonated. Schools are not being given more choices than parents are. It's important to acknowledge. Would appreciate coming up with criteria for when we might reevaluate this decision. Do we follow CDC guidance period? Or do we have decision points? Guidelines and timelines for when the Board would reconsider our decision.
- Pheng mentioned teachers being comfortable with concurrent model. Concurrent teaching sounded impossible when my spouse was doing it.
 - Our staff are not comfortable with concurrent teaching because they have no experience and have not had training yet.
- If this were a decision, what would the conversation be? Would it be possible to start the year like that?
- If we were to want to offer two options, it would be like running two schools. We would have to delay the start of school. School starts in two weeks. We are running at full speed just to open. The amount of communication that would have to happen with parents; changing all of the busing. There would be enormous ripple effects.
- Reflecting that everyone is working with different sets of data. Hearing points of view grounded in very different sets of data and analysis that I have been grounded in. There were 20+ people at the meeting tonight,

many of whom said they don't want to send their kids to school. It doesn't mean that they all would choose not to come.

- There is a FACTS Chinese WeChat community.

XIII. Adjournment

Moved to Adjourn: Allaire Wohlgemuth

Seconded: Pooja Agarwal

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

**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

Finance Director Report

Neeta Patel

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 March 31, 2022.

- This policy proposes to extend COVID-related Emergency Paid Leave even in the event that the federal law reimbursing employees 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

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, October 20, 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: Suzanna Hosein

I. Call to Order: Selina Morales

II. Principal's Report Pheng Lim

- Linda Deafenbaugh, FACTS Folk Arts Specialist addressed the American Folklore Society annual conference; her talk focused on Social and Emotional Learning and Folk Arts
- Sharing photos
- Many Points of View Day was celebrated. We have begun a process to shift MPOV. When FACTS created Many Points of View Day sixteen years ago, it was a bold stance, countering the celebration of Columbus Day, and introducing students to a critique of that holiday. Today, more and more municipalities, states, and other entities have responded to protests calling for changing Columbus Day to Indigenous People's Day (including in Philadelphia where this is actively celebrated and even recognized by the City of Philadelphia). Now it feels like celebrating Many Points of View Day on the second Monday in October is not in solidarity with the calls for recognizing an Indigenous People's Day. This year was a transitional year when we celebrated Many Points of View Day On Indigenous People's Day.
- Chinese Christian Church & Center is allowing FACTS to use their playground space during the school day
- Teachers are creatively adapting to the needs for COVID safety: e.g.:
 - Adaptation of a science cell project
 - Adaptation of Hopes and Dreams activities such as making Bingo Boards based on high school essays
- Showing Art Project: the carp story
- Virtual 5K this Saturday
- Changes to the high school admissions process. The School District of Philadelphia is no longer basing admissions to selective high schools on PSSAs but is now basing it on lottery with preference to certain neighborhoods. It is an attempt to be more equitable regarding who gains access to special admit schools .Some of the special admit schools are not as representative of the City as they should be.
 - Don't know if this will continue under a new Superintendent

Discussion:

- Glad to hear we are talking about keeping Many Points of View Day and not just replacing it. Value it.
- Could MPOV be shifted to another day? Where are we at in terms of thinking about changing it? [At the very beginning stages of this process.]

Executive Director's Report

Ellen Somekawa

- Letter from PDE encouraging schools to set up COVID vaccine clinics for children under 12. School leadership team will discuss.

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 September 15, 2021.

Moved: Thierry Saintine

Seconded: Heather Davis-Jones

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

IV. Approval of the Revised 2021-22 Budget

Presentation
Brown

Neeta Patel
David

Revenue loss due to decreased enrollment caused by families moving out of the City; school's decision to keep density low for distancing reasons. This has caused a loss of revenue but we have been able to balance that with COVID relief funding. We have also incurred extra unforeseen expenses. The new budget reflects these revisions. When we approved the budget in May, we knew we had been allotted ESSER III funding, but we hadn't budgeted for it yet. The new budget represents a little over \$1 million in ESSER funding for new staff, retaining staff and addressing learning loss. A good amount of the funding flows through the Budgetary Reserve; to be used for contingency funds and also to push funds forward because we anticipate cuts in state revenues as they are impacted by COVID. The budget is included in the financials for September because it gives a clearer picture of where we stand.

Discussion

- Question about enrollment: what is the number or percent of decrease?
 - We are at 463 students.
 - What is the percentage decrease that represents?
- Why was there a big increase in rent services?
 - There was an increase in rent
 - We started paying \$50,000 towards real estate taxes last year. Last year we did not pay a full year of the real estate taxes.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revision to the 2021-22 budget.

Moved: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

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

V. Finance Committee Report

Finance Committee Report

Neeta Patel

No surprises in the September financials. We are still in the process of moving funds to our new bank. Thank you to David for the clear statements and narrative. The invite to the Audit Committee will be coming out in early November; thanks to those who volunteered.

Finance Director Report

David Brown

Excited that the 5K brought in the money it raised. When budgeting, we didn't know if we should include revenue from the 5K at all.

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the September 30, 2021 Financial Statements

Moved: Neeta Patel

Seconded: Alan Phan

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

VI. Continuity of Education Plan

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Continuity Plan for the 2021-22 school year.

Moved: Kenzo Sung

Seconded: Alan Phan

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

VII. Committee Reports

- Policy Committee

Pooja

Test to Stay Policy: The main topic was to adopt the Test to Stay approach. We are still only at one case of COVID in our school. The details about this approach are in the ED report.

- Development Committee

Alan/Allaire

The 5K is going well. There were many teams raising money and we exceeded our fundraising goal. Development Committee members recorded videos for the video compilation.

Discussion:

- Has anyone done their run yet?
 - Members of Team PHANTastic had a run together at FDR park.
 - West Philly met up; there were costumes, 5K shirts and it was organized by a FACTS teacher who was in extreme teacher mode (circled up), mainly FACTS teachers but also some students
 - Allaire's family went and took a 5K hike in the woods.
- Hope that people have a chance to get outside and move
- Nominations Committee Heather/Selina
 - Committee met and is working towards moving forward with some prospects. One idea is to engage people in committee work (to expand our community of caretakers of FACTS) prior to inviting onto the Board.

VIII. Other Action Items

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School authorizes the Executive Director to enter into a Memorandum of Understanding with the City of Philadelphia, the Fund for Philadelphia, and the Philadelphia Schools Partnership to participate in the PHLConnectED Program, providing free internet access to Philadelphia K-12 students.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves payment in an amount not to exceed \$7500 to participate in the PHLConnectED Program.

Discussion:

When you get the code to reach Comcast, you can get turned away by their customer service staff people. You are not supposed to be barred from access due to outstanding bills

Moved Resolutions #5-6: Pooja Agarwal

Seconded: Heather Davis-Jones

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

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Global Retirement Partnerships in an amount not to exceed \$5,000 for the management of FACTS retirement accounts.

Moved: Xu Lin

Seconded: Alan Phan

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

IX. Executive Session

Considering the purchase or lease of real property.

X. Return to Public Session

XII. Adjournment

Moved to Adjourn: Alan Phan

Seconded: Kenzo Sung

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

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, November 17, 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: Heather Green, Jill Lingenfelter

I. Call to Order: Selina Morales

II. Public Session

- Has there been a consideration of student vaccination and making it mandatory? This might be one of the only ways that we get to a semblance of normalcy
 - The Board has not discussed this yet.

IV. Principal's Report Pheng Lim

- High School Admissions Process: appreciation to T. Griffin, T. Rachel, and T. Lucinda for helping students with the new admissions process. Including offering office hours for parents in the evenings.
 - Students need to do an on-demand essay. The scores determine eligibility to be included in the lotteries for Special Admissions Schools
- DRAs (reading tests): Happy to see progress from last October (40% meeting benchmark) to this year (54% meeting benchmark). Every grade has increased the numbers of students reading on grade level compared to June scores.
- COVID Cases
 - 5 in November alone
 - But no spread from the school so far
- Price Waterhouse Cooper Grant: FACTS received a \$25,000 grant from Price Waterhouse Cooper to support the integration of digital literacy and digital citizenship into our existing curricula.
- AAU Vaccine Clinic: AAU offered to conduct a series of vaccine clinics at, and in partnership with FACTS. This has taken a big burden off of the school since we were in the process of lining up partnerships with providers and intending to organize our own vaccine clinics.
- Honor Our Elders Day is this Friday. Sharing P. Pheng's video

Discussion:

- What does concurrent teaching mean?
 - It is when a teacher is teaching in-person and remotely at the same time. This year, FACTS is using it for when either student(s) or teacher(s) needs to quarantine or isolate at home.

Executive Director's Report

Ellen Somekawa

- Volunteers to receive and reply to emails from Stars: all board members

[Allaire stepped away]

III. Creation of a committee to revisit the Teacher Salary Scale

- Received emails from staff members requesting the board revisit the salary scale. Last time, we convened a committee that met with David and made recommendations to the board (made comparisons to other schools, analyzed the financial impacts, projected forward).
- A committee would consider and come back to the board with recommendations in the spring.
- Committee Members: Thierry Saintine, Xu Lin, Neeta Patel, Selina Morales

[Allaire returned]

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 October 20, 2021.

Moved: Alan Phan

Seconded: Kenzo Sung

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

VI. Finance Committee Report

Finance Committee Report

Neeta Patel

Thank you to David for the useful report. No real changes from the last meeting. Things are still unfolding as far as pandemic impacts. Enrollment is still down; we made the decision to hold off on admitting more students due to concerns over distancing and this will be in place until we decide to revisit the decision. All federal funding sources are slow to come in this year including Titles funding, food program and some of the ESSER grants. Cash flow is not a problem, but we are keeping an eye on it. We are drawing down cash for expenses. We need to think about enrollment. Because we have opened up the enrollment process for next year, we need to think about our class sizes and how many students we are

admitting in the next lottery. Propose addressing this issue at the December meeting. ESSER funding is mitigating some of the impacts of reduced enrollment, but the impacts on our revenues will continue to reverberate.

Finance Director Report

David Brown

Nothing to add.

Discussion:

- What information will board members like to see to prepare for the December meeting?
 - What is the danger zone that will put us in the red in terms of enrollment?
 - ESSER funding will help with the shortfall in the short term.
 - But we have been advised to save some of our ESSER funding in the event that government funding will drop as anticipated from decrease
 - This year we are losing \$450,000
 - Request input from the Admin team
 - Re: next month's conversation on enrollment #: I'd like to hear from Pheng at the next meeting about any (suspected) correlation between smaller classroom sizes and our students reading levels or other academic successes in catching up/getting on grade level since going remote - thinking about some of the metrics in the comprehensive plan (like 80% reading on level) and how enrollment numbers might impact this.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the October 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

VII. Acceptance of the 2020-21 Audited Financial Statements

Presentation

Audit Committee

Thank you to the members of the Audit Committee. The charge of the Audit Committee is to oversee the process and procedures of the audit and also to receive the results of the audit with an eye to compliance issues and management issues such as internal controls. Some of the compliance issues revolve around PSERS liabilities and a requirement to have a single audit that is a test of federal programs. A good audit will have no findings and no concerns in the management letter, and this is what we got. Thank you to David and the admin team for that. David being

an operation of one: thank you for all that you make happen. We did disclose future concerns including being in a pandemic with uncertainty.

Discussion

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School accepts the Audited Financial Statements for the year ending June 30, 2021.

Moved: Neeta Patel

Seconded: Heather Davis-Jones

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

VIII. Approval of the Comprehensive Plan

Presentation

Discussion:

- Appreciation for T. Ricque for shepherding the process

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the 2021-2024 Comprehensive Plan

Moved: Alan Phan

Seconded: Heather Davis-Jones

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

IX. FACTS's Use of ESSER (Federal COVID Relief) Funding

Presentation

Discussion:

- Broad support for the idea of retention bonuses for teachers
- Pre pandemic: we were looking at a deficit in three years; we were budgeting for a flat per pupil, a conservative projection. This year, we saw a decline in the per pupil for regular education. We need to find a balance between taking care of people and taking care of our long term financial health
- SDP: this year took steps that made staff feel good
 - \$1000 bonuses
 - Reimbursements for supplies
- Equity provisions?
 - Enrollment fell more proportionately among black students. Do we have a theory about why? Do we think it is the outsized impact of the pandemic on black (over 20% drop) and brown students, and multiracial students (15% drop). Can we be more proactive about why so many of them dropped. Can we do research to understand what happened to the students and the families who left?

- Students who left:
 - Two went to cyber schools (asked for a virtual option)
 - Others moved out of state; none moved to another school in Philadelphia
 - Families moving to the suburbs were all Asian
 - Why was it worse for black and multiracial students?
- Should we be more proactive in recruiting black and brown students?
 - Where are we recruiting?
 - Places like Children’s Village are becoming more diverse and recruiting there could help us reach a more diverse community
- Admin will discuss and come back to the board
 - Are doing something like exit interviews with families who are leaving? Something like a survey to capture why they are leaving.
- It wasn’t too long ago that we were worried about the decline of our ELD population. Since starting the Stars program, our percentage of ELD students has risen from 13% to 30%, so we have successfully addressed the problem of our diminished ELD population. But now, has the black population shrunk to a size that is now potentially marginalizing to black students?

X. Executive Session

- Considering the purchase or lease of real property.

XI. Return to Public Session

XII. Committee Reports

- Development Committee

Alan/Allaire

5K wrap up: Thank yous and prizes went out.

\$25,000 Price Waterhouse Cooper grant came through.

Amazon Wish List: is being updated

Requested Board members’ help with writing thank you notes to donors.

Will get volunteers a package of printed cards and list of donors to thank.

- Selina, Neeta, Thierry, Kenzo, Neeta, Allaire, Xu, Heather, Pooja, Alan
 - Board members would like to see the whole list to identify individuals they would like to thank personally
- Nominations Committee Heather/Selina
 - The committee is about to launch interviews with the five candidates with a goal of completing the interviews by December 31. A goal of inviting two new members. Will seek to keep those not invited to join the board engaged in other ways. Inviting new members to the board in the spring decouples the process of entering children in the lottery from joining the board.

XIII. Other Action Items

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with IQ Air for the provision of 23 room air purifiers (HEPA filters) in an amount not to exceed \$20,000.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Gen3 for electrical services in an amount not to exceed \$5,000.

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with PJP for the purchase of convection ovens and a warmer in an amount not to exceed \$11,000.

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with KIT Communications for the purchase of paging equipment and installation in an amount not to exceed \$24,000.

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the hiring of Galen Fitzpatrick for the position of Instructional Data Coordinator with a 12 month salary of \$80,000.

Moved: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

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

10. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Ed Ops for the provision of financial consulting services in an amount not to exceed \$12,000.

11. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Metcalfe Architecture and Design for the provision of architectural services in an amount not to exceed \$40,000.

Moved: Neeta Patel

Seconded: Xu Lin

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

XIV. Adjournment

Moved: Heather Davis-Jones

Seconded: Neeta Patel

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

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, December 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, Allaire Wohlgemuth

Not Present: Kenzo Sung

Staff Present: David Brown, Pheng Lim, Ellen Somekawa

Members of the Public Present: Edwin Mayorga, Linda Wai, Jill Lingenfelter

I. Call to Order: Selina Morales

II. Public Session
No comments from the public

III. Principal's Report Pheng Lim

- Prepared slide show
 - Celebration of Peace was today
 - Sharing from the Tibetan Sand Mandala. This year's mandala was the Wisdom Mandala. Today was the dismantling ceremony which was live streamed to the whole school. The dismantling is a lesson on impermanence.
 - FACTS received an anonymous donation of \$60,000. Will be used as a matching grant for outdoor and community space when we are ready to do a capital campaign.

Executive Director's Report Ellen Somekawa

- COVID Cases:
 - 7 COVID cases in November. The first time we had two cases who were close contacts of each other which could possibly indicate spread within the school
 - 1 case in December so far.
- Survey of parents on their children's vaccination status went out today. We already have 131 responses. 74% (97) reported fully vaccinated and 9% partially vaccinated, but the early returns could be skewed towards those who got their children vaccinated.
- Submitted our ARP ESSER and ARP ESSER Set Aside Grant application. They are in the pipeline, waiting for approval.

- Busy working on implementing an automated inventory system so we are prepared for an audit of our use of COVID relief funding.

IV. **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 November 17, 2021.

Moved: Pooja Agarwal

Seconded: Xu Lin

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

[Heather Davis-Jones joined the meeting]

V. **Finance Committee Report**

Finance Committee Report

Neeta Patel

Thank you to David for the clear synopsis of our financial picture. Federal funding has started flowing again and ESSER II funding appears set to start flowing. Cash flow issues related to the flow of federal funding as well as changing our bank will therefore be eased. Funds were taken from our reserve that we hope to replenish. There are multiple ESSER grants that may show up on our books at different times. This is an anomalous year with expenses and revenues being more unpredictable than usual.

Finance Director Report

David Brown

Currently not all of the expenses have been tagged to ESSER funding and therefore not all of the income can be recorded as income. This should be resolved by January.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the November 30, 2021 Financial Statements

Moved: Thierry Saintine

Seconded: Allaire Wohlgemuth

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Abstaining: Heather Davis-Jones

VI. **Discussion of Enrollment**

Presentation

David, Pheng, Ellen

- Reduced enrollment caused by the pandemic [Pheng presentation sharing details about students who left FACTS and reasons families gave for leaving between March 2020 to the present.]

- Financial, health and safety, and educational implications of our reduced enrollment
- School decisions related to regaining enrollment

Discussion

- Do we have data on where our 8th graders go to high school?
- Changes this year to the process of selecting high schools.
 - No longer looking at essays and letters of recommendations. Students must write “on demand” essays. Their scores determine their eligibility to be entered into a lottery for Special Admit schools. It has been stated that there is a preference for some zip codes.
 - For FACTS, we have had a whole unit on high school essays and invest a lot in writing letters of recommendation and these things will no longer help our students get into high schools of their choice.
 - There is a lot of controversy about the writing sample process
 - Stressful for families that high school selection feels very random now. It doesn't feel like there are actions to take to help students get into special admit schools.
- Is the enrollment data from March 2020 to the present? [Yes]
- Have things stabilized? [Yes, very few have left from the beginning of the year]

Action Step/Decisions/Resolutions

- Admin recommended a pause on enrolling students part way into this school year because of COVID safety and our limited ability to create distancing in classrooms; also knowing that we would be facing increased challenges and stressors such as potential staffing shortages, and adding new students mid year creates more stress and pushes our capacity.
- Board needs to make a decision for next year's lottery and numbers we should admit. Do we also want to entertain adding students in January?
- Admin to determine if there is space to admit additional students given that students will be at individual desks and the odd shapes of rooms and large pillars restrict the number of students that fit into our classrooms at 3 feet of distance.
- Selina, Neeta, Ellen to decide if a resolution is needed.

VII. Approval of the Emergency Instructional Minutes

Presentation

Ellen Somekawa

Discussion

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the weekly instructional schedules for submission to the Pennsylvania Department of Education with FACTS's Emergency Instructional Time Form.

Moved: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

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

VIII. Approval of Teacher Retention Bonuses

Presentation

Ellen Somekawa

Discussion

4. BE IT RESOLVED that the Folk Arts-Cultural Treasures Charter School approves of paying teacher retention bonuses in an amount not to exceed \$200,000; retention bonuses will consist of \$2500 for each Certified Teacher who worked the entirety of the 2020-21 school year and \$2500 for each Certified Teacher who works the entirety of the 2021-22 school year [Bonuses for the purpose of retaining teachers in high needs schools are an approved purpose under the ARP ESSER grant and are included in FACTS's ARP ESSER budget.]

Moved: Thierry Saintine

Seconded: Alan Phan

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

IX. 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;

X. Return to Public Session

XI. Annual Charter Evaluation, 2020-2021

Presentation

Ellen Somekawa

Discussion:

- This item was delayed until the January board meeting.

XII. Committee Reports

- Development Committee Alan/Allaire
Reminder to write and send thank you notes if you haven't already. You should have received a packet of notes. Alan will check the status of notes for those who didn't receive theirs.
- Nominations Committee Heather/Selina
What are the biggest priorities for new board members?
 - Willingness to join committees
 - Interest in phasing in new members so we maintain cohesion.

XIII. Other Action Items

5. BE IT RESOLVED that the Folk Arts-Cultural Treasures Charter School approves of contracting with DG Network Solutions in an amount not to exceed \$4600 for the procurement of five staff laptops.

Moved: Xu Lin

Seconded: Neeta Patel

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

XIV. Adjournment

Moved: Thierry Saintine

Seconded: Heather Davis-Jones

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

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, January 19, 2022, 6:30 p.m.

Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

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

Newly Appointed Board Members: Leana Cabral, Nancy Nguyen

Board Members Absent: Allaire Wohlgemuth

Staff Present: David Brown, Pheng Lim, Ellen Somekawa

I. Call to Order: Selina Morales

II. Public Session

- No public comments

III. Nominations Committee Nominations

Selina & Heather

- Introduction of nominees:
 - Leana Cabral
 - Nancy Dung Nguyen
- Questions and Discussion

1. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Leana Cabral to the Board of Trustees for a three year term.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Nancy Dung Nguyen to the Board of Trustees for a three year term.

Moved Resolutions #1 and #2: Heather Davis-Jones

Seconded: Xu Lin

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

IV. Swearing in Leana Cabral

Selina Morales

I do solemnly swear that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

V. Swearing in Nancy Dung Nguyen

Selina Morales

I do solemnly swear that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

VI. Board Commitments

Selina Morales

- Committing to serve in the 2022-23 year
- Interest in Committees and Officer Roles
- Mandatory Act 55 Training; please complete by June
- Timeline

VII. Principal's Report

Pheng Lim

- We had increases in COVID cases. Last week we had about 60 students learning concurrently. Now we are down to 30. We have had about 20 staff members who tested positive. A lot of the positive cases were asymptomatic but were found because we asked parents to get their students tested. Our staff were amazing in pivoting quickly. Nurse Sapan has been invaluable during these times.
- We have started the interview process for the Music Position.
- We have three teachers who have announced their intention not to return: two are moving out of state and one is retiring.
- Our Building Subs have been super helpful
- January 28, our 8th graders will begin receiving their high school admissions.
- The leadership team is studying *Smart Leaders, Smarter Teams*.
- We shared with teachers that we will be filling some seats. Nine students withdrew since September.
- Two Stars students have progressed to the point of being able to exit and join the regular education classrooms. We will be filling the spots opened up in the Stars Program.
- Lunar New Year Celebration will be on January 31. We will share the link
- We received PSSA results that we will share. We will also share a statement by Ellen about our perspective on the PSSAs.

Executive Director's Report

Ellen Somekawa

VIII. Approval of the Minutes

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Board of Trustees Meeting Minutes of December 15, 2021.

Moved: Thierry Saintine

Seconded: Alan Phan

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

Abstained: Leana Cabral, Nancy Nguyen, Kenzo Sung

IX. Finance Committee Report

Finance Committee Report

Neeta Patel

The Finance Committee met and reviewed financial statements. Student enrollment numbers had gone down. We are working our way through the cash flow problem caused by the slow roll out of ESSER funding. There are still a lot of outstanding receivables. We are trying to grow our reserves. We want to get up to a four month reserve. We are seeking to save for a possible building expansion, for anticipated cuts in per pupil allocations, and for rising prices.

Finance Director Report

David Brown

As federal funds start to come in (upwards of \$750,000 are anticipated), we plan to pay back the amount we took out of our reserve.

Discussion:

- Is the current reserve at \$2.6 million?
 - \$2.6 million is our total cash on hand which includes all of our operating accounts as well as what is saved in what we call our cash reserve
- Does local revenue on the Board Summary include only tax funded dollars or also fundraising revenues?
 - Local revenue on the summary includes fundraising revenues such as individual and corporate donations, fundraising events revenue and foundation grants.
- David and Neeta would be happy to meet with new board members to go over how to read our financial statements.

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

Moved: Thierry Saintine

Seconded: Alan Phan

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

Abstained: Leana Cabral, Nancy Nguyen

X. Policies for Board Approval:

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves amending the Employee Handbook by adding the following provision to the section on Family and Medical Leave of Absence.

A request for extended leave beyond the 12 weeks of FMLA may be approved by the Executive Director or their designee on a case-by-case basis. If extended leave is approved, the employee will be responsible for health insurance premium payments for the time of the extended leave, following the normal procedures for COBRA.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves amending the Purchasing Policy section on Bids and Approvals as follows:

Bids and Approvals

FACTS bidding policies will follow the more restrictive of the federal or state procurement thresholds.

~~*For purchases in excess of \$10,000, written bids must be solicited from at least three qualified vendors. Final approval by the Board of Trustees must occur prior to incurring the expense.*~~

~~*For purchases between \$5,000 and \$10,000, at least two competitive bids are required. Telephone bids are acceptable if documented. Final approval by the Board of Trustees must occur prior to incurring the expense.*~~

~~*For purchases between \$500 and \$5,000, competitive bids are not required.*~~

~~*Purchases made through a Cooperative Purchasing Program (approved by the relevant federal, state entity) do not require a competitive bidding process.*~~

The School Business Administrator will submit to the Board of Trustees a monthly list of all disbursements that includes all checks issued during the month.

The School Business Administrator will ensure that no contract for purchase of materials, supplies, equipment or services resulting in a financial commitment of \$4,000 or more shall be awarded unless funds have been appropriated, have been approved by Board Resolution, and are available for the purchase.

~~*Professional services may be awarded without competitive bids. up to \$25,000. No commitment or contract will be authorized prior to approval of the Board of Trustees.*~~

The ED is hereby authorized to establish a checking account for the purpose of petty cash. The ED will be authorized to sign petty cash checks up to \$499 and report to the Board of Trustees monthly with a list of checks issued and their amounts.

All checks other than petty cash will require two signatures.

Moved Resolutions #5 and #6: Pooja Agarwal

Seconded: Kenzo Sung

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

Abstained: Leana Cabral, Nancy Nguyen

X. Amendment of the Minutes of September 15, 2021

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the amendments to the Board of Trustees Meeting Minutes of September 15, 2021.

Moved: Heather Davis-Jones

Seconded: Neeta Patel

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

Abstained: Leana Cabral, Nancy Nguyen

XI. 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

XII. Return to Public Session

XIII. Committee Reports

- Development Committee

Alan Phan

Thank you to the Board members for writing and sending out thank you notes to donors. The Committee will be meeting to talk about a capital campaign and . The Development Committee would welcome new members.

[Departed the meeting: Leana Cabral, Nancy Nguyen]

XIV. Other Action Items

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Engie for the provision of electrical services in an amount not to exceed \$50,000.

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the participation of three employees (Lisa Pankey, Special Education Supervisor, Galen Fitzpatrick, Instructional Data Coordinator, and Ricque Porter, Associate Director) in the Pennsylvania Department of Education Data Summit to be held in Hershey Pennsylvania.

Moved: Thierry Saintine

Seconded: Neeta Patel

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

XV. Sharing Staff feedback about not being included in the Teacher Retention Bonus

A letter from a staff member was shared with the board.

XVI. Adjournment

Moved: Pooja Agarwal

Seconded: Heather Davis-Jones

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

**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

David Brown

Discussion and Questions

- 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

**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	
Regular Education		
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

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, April 20, 2022, 6:30 p.m.

Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

Present: Pooja Agarwal, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Board Members Absent: Leana Cabral, Heather Davis-Jones, Kenzo Sung

Staff Present: David Brown, Pheng Lim, Ellen Somekawa

I. Call to Order: Selina Morales

II. Public Session

- Emailed comment from a teacher: If the teacher pay scale is not to be adjusted this year, could other forms of compensation be adjusted, for example the length of the work day?

III. Principal's Report Pheng Lim

- PSSAs start next week: April 26 to May 11
- Scholastic Book Fair 1035+ books sold
- 2022 FACTS 3-8 Student Survey 274 surveys
 - Staff are following up with 36 students based on responses
- 6-8 LBGQT+ Workshop
- May 2-6 Teacher Appreciation Week
- Guest speakers
 - Ellen Somekawa
- Black Heritage Day
 - Shared messages from two of our Board Members for our BHD assembly programs
 - Shared appreciation from a parent about how meaningful BHD was for their student

Executive Director's Report Ellen Somekawa

IV. 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 March 16, 2022.

Moved: Neeta Patel

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan

Abstained: Xu Lin, Thierry Saintine, Allaire Wohlgemuth

V. Finance Committee Report

Treasurer's Report

Neeta Patel

We will look at approving our budget in our May meeting. There are a number of estimates for expenses that are still outstanding. We are in the process of negotiating down our health care premium. We will be filling in as many of these unknowns as we can. Our cash position is still strong. We moved \$600,000 from our operating accounts to our reserve accounts. No significant changes. Costs of consumables are rising due to inflation. ESSER III grant has been approved and funds should start flowing soon.

Finance Director Report

David Brown

Discussion:

- A 23% increase in health care premiums sounds exorbitant, but what is the normal size of the increase?
 - Usually the increase is 5-10%
 - How confident are we that we can reduce the size of the premium increase?
 - There is usually a back and forth negotiation that results in bringing down the initial quote.
 - If we can't negotiate down enough, then we start looking at the insurance package (what we can offer and the employees' contributions)
- Concerned that the reduction in enrollment has resulted in \$500,000 less income.
 - This year, we are using ESSER funds to cover that loss.
 - Budget for next year will not show this reduced enrollment size.
 - We didn't bring up enrollment this year due to our COVID mitigation efforts to maintain distancing.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the March 31, 2022 Financial Statements.

Moved: Thierry Saintine

Seconded: Xu Lin

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

VI. 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 April 20, 2022).

Moved: Allaire Wohlgemuth

Seconded: Pooja Agarwal

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

VII. **Revision of the Records Retention Policy**

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revision of the Records Retention Policy.

Moved: Thierry Saintine

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

VIII. **Executive Session**

- Considering the purchase or lease of real property.

IX. **Return to Public Session**

X. **Committee Reports**

- Development Committee

Alan Phan

Development Committee met. Discussed the capacity of the Admin Team. Continue working on the 5K and the spring appeal. Starting to work on seeking grants for the new building. Reviewing details for the 5K; updating sponsorship materials. Submitted the request for FDR Park; waiting for a confirmation. Working on cultivating and maintaining donor relationships and starting a newsletter.

The end of the fiscal year is June 30. If you haven't made your donation yet, please do.

- Nominations Committee

Selina/Heather

Nominations Committee continues to take recommendations of prospective Board members. Want to bring one or two new board members on this summer. Board chair will be having one on one check in meetings with members.

XI. **Other Action Items**

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School authorizes the Executive Director to sign a Memorandum of Understanding with the Philadelphia Chinatown Development Corporation related to the development of 800 Vine Street.

Moved: Thierry Saintine

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

XII. Adjournment

Moved to Adjourn: Thierry Saintine

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, May 18, 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, Neeta Patel, Alan Phan, Thierry Saintine, Kenzo Sung, Allaire Wohlgemuth

Board Absent: Nancy Nguyen

Staff Present: David Brown, Pheng Lim, Ellen Somekawa

Public Present: Marya Camilleri and child, Jonathan Hessney and Stephanie

I. Call to Order: Selina Morales

II. Public Session

- Parent: Asking about logistics for the coming school year. Are there plans for the next school year?
 - The school is still in planning stages for next school year.

III. Principal's Report Pheng Lim

- Play Day will be in person this year, the first time since 2019
- PSSAs are wrapping up
 - T. Galen and the team worked very hard to work out logistics
- 7th Graders performed at the Cherry Street Pier, in a partnership with the PA Ballet program called Let's Dance. Usually we would have over 25 students. This year, we only had 7th graders and a smaller number but their performance was a big success.
- Thank you so much to the Board for sending Teacher Appreciation messages to teachers
- Promotion Day is June 15 at the Crane at 1:30. Board members are invited.
- 6th Graders are working on a service project focused on mental health awareness. Posted messages on bulletin boards and did other related projects. The last time these students were in school was when they were in fourth grade. They have matured so much this year
- Sharing pictures of teacher appreciation week.
 - Parents and NAAAP brought food to share with all staff

Executive Director's Report Ellen Somekawa

- COVID Cases are up: FACTS has had 13 in May already.
- The SDP announced that FACTS 7-8th graders will not longer be eligible to ride the yellow buses and will be given a SEPTA fare card instead. The school will be hosting a parent informational meeting on this and other transportation issues.
- FACTS made it to the Semi Finalist round of the Building Hope Impact Awards. We hope to be invited to the BH Summit in DC.

- The school is working to digitize our records so that we can better implement our Records Retention Policy.

IV. 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 April 20, 2022.

Moved: Thierry Saintine

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Xu Lin, Selina Morales, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Abstained: Leana Cabral, Heather Davis-Jones, Kenzo Sung

V. Finance Committee Report

Finance Committee Report

Neeta Patel

The Finance Committee reviewed the April Financial Statements and the draft budget on the docket for approval at this meeting. There is a new tab that includes actuals and end of year projections. There are no big surprises. Attrition of students due to the pandemic impacted per pupil revenue. Expenses have gone up due to increased costs. ESSER funding is planned to make up the shortfall in operating revenue. Also rise in some costs due to the pandemic (nursing, custodial, electricity).

Discussion:

- Was the drop in enrollment different from what was predicted?
 - We chose not to fill some seats due to the desire to increase distancing in classrooms. The number has remained stable since January.
 - Next year's enrollment will be increased.
 - We will be using ESSER funds to help address the shortfall caused by this change in enrollment.
- Do we know what the per pupil rate will be next year?
 - No.

Finance Director Report

David Brown

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the April 30, 2022 Financial Statements.

Moved: Heather Davis-Jones

Seconded: Thierry Saintine

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

VI. Approval of the FY 2022-23 Budget

Presentation of the Draft Budget
Finance Committee Comments

David Brown
Neeta Patel

This is not much different from the draft budget presented in April. This current draft includes income and expenses from the ESSER funding for summer programs. Our health insurance renewal rates came in (our original estimate was for a 10% increase; our broker got it negotiated down to about 8% increase. We had to make some adjustments to the health benefits, but changes that we hope will not impact employees too much. There is a structural deficit in the current year, next year, and into the future. It is hidden (offset) by ESSER funds. We conservatively estimate per pupil rates, but don't know what it will end up being. Line 36 shows the structural deficit and how much of ESSER funds are being used to offset that deficit. The main reason for the structural deficit is our assumption that our per pupil rate will go down next year. We do not have the per pupil rate from the School District of Philadelphia yet. We expect student enrollment will be almost back to the pre-pandemic levels.

Our budget is due to the state on June 30. Our process has been to pass a budget based on what we know. Then in the fall after the per pupil rate comes in, we will pass a revised budget.

Discussion:

- Why would our per pupil allocation from the School District go down?
 - FACTS is using federal COVID relief funding to pay for some normal operating expenses. If the SDP is doing the same thing, they will be spending less. Charter school per pupil allocations are based on SDP expenses the previous year, but don't count federal funding (because charter schools are also getting that same funding). The talk we are hearing is that the per pupil will be going down between 3% and 6%.
 - The School District has testified to City Council about a projected deficit.
 - A lot is unknown about where school funding rates will end up. Fair funding lawsuit, political winds in Harrisburg, Philadelphia tax base, PA tax base all impact school funding.
- The SDP doesn't tell charter schools what the per pupil rate is until June, but we must submit our budget to the state on June 30. If the per pupil rate comes in outside of what we are predicting, how do we respond? Do we have a contingency plan?
 - If it comes in lower than we estimated in our budget, we would have to make certain choices. We already approved teacher salaries because we had to approve contracts. We could decide how much of ESSER funding or cash reserve we will use to cover the loss or if we will make cuts and what cuts to make?
- The budget is a document that we routinely revisit and revise.

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the FY 2022-23 Budget.

Moved: Heather Davis-Jones
Seconded: Leana Cabral

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

VII. Extension of Emergency Paid Sick Leave Benefits

Presentation:

Ellen Somekawa

- There was a discontinuation of federal reimbursement for this policy, but FACTS has chosen to extend this benefit despite the cut in funding for it.
- We choose to do this out of compassion for employees, to promote the health of school (supporting employees in not coming to work when sick), and there is not a lot of cost since we have hired extra building substitutes to deal with the pandemic.

Discussion:

- Why the August date?
 - We were choosing to extend this policy incrementally because we didn't know where the pandemic was heading.
 - We wanted to cover people who are working through the summer. After August 31 is the beginning of the next school year.

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves extending Emergency Paid Sick Leave Benefits until August 31, 2022.

Moved: Pooja Agarwal

Seconded: Heather Davis-Jones

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

VIII. Approval of Longevity Bonuses

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the payment of \$1200 longevity bonuses (given at 5, 10, 15, etc. years of service) to 8 employees in an amount not to exceed \$11,000.

Moved: Kenzo Sung

Seconded: Heather Davis-Jones

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

Discussion:

- How will FACTS celebrate this year? Will there be a chance for Board members to participate?
 - We are planning to celebrate outside this year

IX. Executive Session

- Considering the purchase or lease of real property.

X. Return to Public Session

XI. Committee Reports

- Development Committee Allaire Wohlgemuth
5K planning. Have donor lists and are starting to ask for sponsorships for next year. We are talking about using another platform for donor tracking for the 5K. We are talking about how we are handling medals; and talking about a non-binary option for medals. Discussing how we can be more inclusive. Plan is to have the event in person October 15; we are waiting for our confirmation from FDR Park.

- Nominations Committee Selina/Heather
The Nominations Committee will be forwarding the nomination of Jeff Koug for consideration at the June meeting. Background materials will be circulated. The Committee is looking for more nominees; if people have recommendations for candidates or skill sets that would be important to include in considerations.

Board chair has been having check in meetings with Board members to learn of how people's board service is going, interest in leadership roles, interest in

Sunday, July 31 Retreat 9 am to 12 noon. The venue we used last year isn't available in the morning. We are looking for alternate venues.

We should think about a future board and admin retreat.

XII. Other Action Items

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Pediatric Therapeutic Services for the provision of therapy services in an amount not to exceed \$70,000.

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Nyman Associates, Inc for the provision of staffing services in an amount not to exceed \$200,000.

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Reading Horizons for the purchase of new Phonics Curriculum including kits, books & materials, teacher training, coaching, and online services in an amount not to exceed \$16,000.

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with asap graphics plus for the provision of graphic design services in an amount not to exceed \$5,000.

10. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Independence Blue Cross in an amount not to exceed \$600,000 for the provision of health and vision insurance.

11. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with United Concordia in an amount not to exceed \$50,000 for the provision of dental insurance.

12. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with New York Life Short Term Disability in an amount not to exceed \$12,000 for the provision of short term disability insurance.

Moved Resolutions #6-12: Heather Davis-Jones

Seconded: Neeta Patel

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

13. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the following employees for the purposes of providing summer program services:

Marisol Rivera, Teacher, \$9600
Aurelia Bonitatis, Teacher, \$9600
Termarrier Johnson Teacher, \$9600
Jill Lingenfelter, Teacher, \$4800
Olivia Mack, Teacher, \$4800
Linda Wai, Teacher, \$4800
Sara Mrljak, Teacher, \$4800
Jill Benowitz, Teacher, \$4800
Mia Williamson, Teacher, \$4800
Mariko Franz, Teacher, \$4800
Samantha Smith, Teacher, \$4800
Catherine Pickering, Teacher, \$4800
Biaohua Lei , Teacher, \$4800
Hye-Jung Park, Teacher, \$4800
Lucy Strother, Teacher, \$4800
Judy Huynh, Teacher, \$4800
Julie Liu, Teacher, \$4800
Gabrielle Wilkinson, Teacher, \$4800
Mariko Franz, Coordinator, \$6,000
Sara Mrljak, Coordinator, \$6,000

14. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves hiring the following staff members:

Amber Imm, Teacher, \$53,042
Meilin Chen, School Culture Assistant, \$15/hour

Moved Resolutions #13-14: Neeta Patel

Seconded: Xu Lin

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

XIII. Adjournment

Moved to Adjourn: Kenzo Sung

Seconded: Alan Phan

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

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, June 15, 2022, 6:30 p.m.

Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

Present: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Absent: Leana Cabral, Thierry Saintine, Kenzo Sung

Staff Present: Pheng Lim, Ellen Somekawa

Guests Present: Jeff Koung, Dan Klein

I. Call to Order: Selina Morales

II. Public Session

- No comments

III. Principal's Report Pheng Lim

- Last day of school today. Looking forward to next year and hoping that next year we will be able to coexist with COVID rather than being dictated by it
- Sharing photos and videos
 - 6th Grade Service Learning Project: students selected the issue of mental health awareness. Did awareness raising through bulletin boards, did fundraising for the National Alliance of Mental Health
 - Tuesday was Move Up Day: due to rain, it was moved indoors.
 - Play Day was outside for the first time since 2019
 - New location in Fairmount Park, much closer and many other benefits to the new site
 - Happy that the 8th graders were able to have this experience in their last year at FACTS
 - Promotion Day: held at the Crane (a larger location for distancing)
 - Tomorrow is staff closing celebration (zoom and then outside dance party)
- Data is coming: DRA (reading scores), IXL (math scores), and PSSAs
- Departing staff: nine are leaving
 - Retiring: Deb Dorn, Linda McKoskey, Deb Repak
 - One moving to a local district closer to their house
 - Two are moving out of state
 - Three are reevaluating their professional fields

Discussion:

- T. Mikki, the school counselor is leaving; what are the plans for replacing her?
 - She found a position in a school where she can walk to work
 - Her FACTS student is also changing to the local school
 - We have three interviews set up

- We have made some revisions to the job description with Allaire's help

Executive Director's Report

Ellen Somekawa

- COVID cases were up:
 - May: 19 positive cases
 - June (only half a month): 11 positive cases
- 2022-23 Per Pupil Allocations came in from the School District of Philadelphia today (June 15)
 - \$9,395.38 for Regular Ed students (down from what we budgeted)
 - \$31,493.92 for SPED students (up from what we budgeted)
 - This is the decrease in school funding that we were planning for. We just received this information late this afternoon, so staff have not had a chance to do a precise calculation. However, it appears to represent approximately \$280,000 less SDP revenue than we budgeted for.
- FACTS made it to the finalist round of the Building Hope Impact Awards. That means we are invited to attend the Building Hope Summit to be showcased, make a presentation, and have a chance to network.
- We are holding a federal programs parent meeting via zoom tomorrow night, June 16, to inform stakeholders about our school priorities, Titles Grants and ESSER funding

IV. Nominations Committee Nomination

Selina & Heather

- Introduction of nominee and of Board members:
 - Jeff Koung:
 - Jeff has been participating on the FACTS Development Committee.
 - Jeff's self introduction: Chinese American. Born and raised in Philadelphia, senior manager at Price Waterhouse Cooper focused on data analytics. Earlier felt he didn't have as much to contribute, but now has gained more professional experience with non-profits and in consulting roles. Has supported FACTS for ten years: supporting Tech Manager with IT issues and saw the caring environment of FACTS and knew that FACTS is an important place for the community. Was drawn to the population of students who look like me and from a similar socioeconomic background. Recognize that I worked hard to get where I am, but realize that I also benefited from luck. Now that I have a chance to impact the Philadelphia community, I really want to. Want to build a more equitable future for everyone.

1. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Jeff Koung to the Board of Trustees for a three year term.

Moved: Heather Davis-Jones
Seconded: Allaire Wohlgemuth

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

V. Approval of the Minutes

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Board of Trustees Meeting Minutes of May 18, 2022.

Moved: Alan Phan

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

VI. Approval of the FY 2022-23 Board Calendar

Discussion of resuming in person board meetings.

- Does the Board want to resume meeting in person?
 - If so, starting what date?
 - Is the preference to have all meetings in person or all remote or a mix of the two?
- Predictability is not the same as it used to be with child care, etc. If they are in person, could it be a mix of virtual and in person?
- Or quarterly rather than monthly?
 - Want to be very clear on which meetings are in person

The Board will meet the third Wednesday of every month at 6:30 pm. Meeting dates are: July 20, 2022; August 17, 2022; **September 21, 2022**; October 19, 2022; November 16, 2022; **December 21, 2022**; January 18, 2023; February 15, 2023; **March 15, 2023**; April 19, 2023; May 17, 2023; **June 21, 2023**

The meetings will be held in person on a quarterly basis. In person meetings are highlighted in bold above.

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

Moved: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

VII. Committee Reports

- Development Committee Alan/Allaire

Development Committee met and is focusing on the 5K (October 15). Putting together a video to highlight past 5Ks and one oriented towards sponsors. The committee is getting the sponsorship materials together and will send out to the board so everyone can begin the outreach to sponsors. Sticking with Run the Day. Still waiting for the park permit.

Reminder that it is nearing the end of the fiscal year and if you haven't made your donation yet, please do. Thank you for your generosity.

- Nominations Committee Selina/Heather

Proud to introduce the nominee, Jeff Koung.

VIII. Other Action Items

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Rediker Software in an amount not to exceed \$40,000 for the provision of School Information System software (three year contract).

Moved: Heather Davis-Jones

Seconded: Xu Lin

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

IX. Executive Session

- Considering the purchase or lease of real property.
- Presentation of the annual School Safety and Security Report in Executive Session as per Act 44 of 2018.

X. Return to Public Session

XI Board Retreat: July 31, 2022 from 9 to 1.

XII. Adjournment

Moved to Adjourn: Heather Davis-Jones

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth