

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

Wednesday, January 18, 2023, 6:30 p.m.
via Zoom

Minutes

Present: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Absent: Xu Lin

Staff Present: David Brown, Pheng Lim, Ellen Somekawa

I. Call to Order: Selina Morales

II. Public Comment

- None

III. Principal's Report Pheng Lim

- Staff Intent to Return Form
 - 53 of 65 staff members stated their intent to return for the 2023-24 year
 - 3 staff are not returning (1 retiring; 1 moving out of the country; 1 found a job closer to home
 - 9 staff stated they are unsure if they are returning
- Staff transitions in second and third grade
 - 2nd grade transition is going smoothly with T. Gwen filling the position
 - 3rd grade transition: We have not been able to find a permanent substitute. T. Kenny, our building substitute is filling this position until we find a permanent long term substitute; however we have received only three applications. Teachers Janice and Jenny are supporting in math.
- We are surveying students in 4th to 8th grade about how they are doing and feeling in school, school climate, and feelings of safety and connectedness. The survey will help us to follow up with students whose answers might indicate they need more support.
- WIDA testing (mandatory testing for students receiving English Language Development services is ongoing. 160 students must be tested so we hired additional help of a retired ELD teacher, T. Janice.
- Ritual Calendar Events:
 - Shared highlights and photos from the Celebration of Peace and the Tibetan Mandala residency.
 - Invited members to the upcoming Lunar New Year Celebration.

Executive Director's Report

Ellen Somekawa

Discussion and questions:

- Is outreach for the lottery needed in all grades or is it more targeted? [We estimate that we will have about 9 openings for the Stars but often we fill these slots with newly migrating students. We have enough applications in all grades to fill our existing spaces, but we have been going deeper into our waiting lists since the pandemic]
- Can FACTS make available a Vietnamese language Intent to Enroll application? [We currently don't have a paper application in Vietnamese, but we have put our Intent to Enroll Form on our website as a fillable form that has a GoogleTranslate function.]
- What are the reasons for the small pool of teacher applicants? Is the problem our salary scale?
 - FACTS is not as competitive due to our salaries, and teachers currently have a lot of options. There is a teacher shortage due to teachers leaving the profession and people not choosing the profession. The number of positions available is expected to drop when K-12 COVID relief funding (ESSER) expires, and this will impact the job market for teachers.
 - Staffing has been a challenge for FACTS prior to the pandemic, but it is worse this year both for FACTS and nationally.
 - Pheng is joining a project of Elevate215 (formerly Philadelphia School Partnership) project on talent recruitment

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 December 21, 2022.~~

Tabled for corrections and revisions

V. Finance Report

Finance Committee Report

Neeta Patel

Thank you to David for the clear and concise finance report. Finance Committee met. No new surprises. Enrollment has stabilized but revenue is down due to the decreased per pupil rate. Prices are up. We are in a more anxious time of year as we are looking to what to anticipate next year. We are in a good cash flow position.

For the past few years, we have been budgeting for a 2% increase in expenses, overall. Now, the increases in expenses are more like 5% to 6% and we will need to start budgeting differently.

Discussion:

- Do the enrollment numbers reflect those in Approved Private Schools? [No. We had budgeted for three in APS, but now we have four in APS. However some of the students are in subsidized (4010 slots) which is reducing the financial burden of this. These numbers will be revised when David receives more complete information]

- What is the reason for the increase in legal expenses? [It is both student matters and some amount related to staff unionization]

1. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the financial statements of December 31, 2022.

Moved: Thierry Saintine

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

VI. Committee Reports

- Policy Committee

Pooja

The Policy Committee met, but we are still doing more discussion and research on the policy related to the Rights of Transgender and Gender Non-Conforming Students. In particular, we are trying to understand how to create procedures especially when students choose to be known by different names and pronouns at school than at home and how this is reflected in records and communications home.

- Nominations Committee

Selina

The Committee is working on bringing nominations forward with a timeline of seeking to bring on new Board members in July. We have two board term renewals.

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

Moved: Alan Phan

Seconded: Pooja Agarwal

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth
Abstained: Thierry Saintine

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Xu Lin to the Board of Trustees for a three year term.

Moved: Alan Phan

Seconded: Pooja Agarwal

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Board Officer Nominations: Nominations for Board officers in January are often a follow up from the Board Commitment Forms where Board members indicated interest in Board leadership roles and interest in serving on committees. The

following individuals are nominated by the Nominating Committee as officers of the Board:

- Selina Morales, Chair
- Thierry Saintine, Vice-Chair
- Neeta Patel, Treasurer
- Allaire Wohlgemuth, Secretary

Are there any other nominations? [no]

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Selina Morales to the office of Chair of the Board of Trustees for a one year term.

Moved: Neeta Patel

Seconded: Thierry Saintine

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Abstained: Selina Morales

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Thierry Saintine to the office of Vice-Chair of the Board of Trustees for a one year term.

Moved: Leana Cabral

Seconded: Jeff Koung

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: Thierry Saintine

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Neeta Patel to the office of Treasurer of the Board of Trustees for a one year term.

Moved: Pooja Agarwal

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Abstained: Neeta Patel

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Allaire Wohlgemuth to the office of Secretary of the Board of Trustees for a one year term.

Moved: Alan Phan

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine

Abstained: Allaire Wohlgemuth

- Development Committee

Alan/Allaire

The Development Committee requests that the Board develop some guardrails regarding from whom we will or won't accept donations. Want to know the types of organizations that they can reach out to. Is there a policy or guidance on this point? We need to decide where it makes most sense to spend effort. The Development Committee wants to raise money but do it in a way that is in line with FACTS's beliefs.

[In the past, FACTS has said no to some organizations. When going out for a significant grant, we go to the Board for approval first.]

Discussion:

- It could be helpful to share some of what the Development Committee has been discussing. In the last Dev. Comm meeting, a year by year fundraising goal was proposed, with an end goal of \$5-\$7 million end goal. Had a robust conversation that raised different tactics that have been tried in the past. Including revitalizing a parent association that could help with fundraising. Before thinking through potential funders, it would be helpful to have a set of guardrails around whom to seek funding from or not to seek funding from. The committee is also researching people's experience with capital campaigns.
 - Does it make sense to bring back a dedicated development person?
 - In the past, it has been very productive to include non Board member parents on the Development Committee.
 - In the past the parent associations have not played a big role in fundraising. Years ago, Pheng had the role of facilitating Home and School Association meetings. A lot of time and effort was involved. How to find the right people. There were few people who were interested and it was mainly English speaking parents who came forward. We encouraged other families to participate including non-English speaking parents. There needs to be some process for understanding how to maximize the value of parent contributions and what we want to put time and effort into.
- When thinking of guardrails, it was recommend that Admin draft something to share with the Development Committee. Admin to do some research and to reflect on whether there are any unspoken rules that the Development Committee does not know about.
 - [Ellen will do research and then Development Committee can work on a first draft]
- Offhand thinking that we might likely say no to tobacco, alcohol, gambling. There are relationship factors that can be involved.
- Do we have a values statement around fundraising? We need to capture it in writing. We can assess at different times.
- Whom should people reach out to on the Development Committee with possible leads? Ricque
- Has there ever been a Friends of FACTS?
 - We have looked into it a bit, especially as regards to a building project or capital campaign.

- Was there a non profit established to support FACTS in the past?
 - Believe there was a non-profit for the parent organization
- Creating a container for people who have a relationship with the school to raise funds for the school. Something with a specific mission or charge.
 - Are there suggestions like, please don't create suggestions that create more work for Admin.
 - Would it be more palatable if it were Board supported and run?
 - In the past, we had a mini Friends of FACTS that was to support things FACTS needed help with such as volunteering for specific projects. But this is different from the process of forming a Friends of FACTS non profit corporation.
- Admin will get back to the Board to confirm whether there is or has been a separate non-profit parent or friends organization and will also check to see if there are relevant policies about Home and School Association, parent organization, or policies on donations.

VII. Other Action Items

- None

VIII. Adjournment

Moved: Alan Phan

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Leana Cabral, Jeff Koung, Selina Morales, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth