

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

Wednesday, August 16, 2023, 6:30 p.m.  
via Zoom

**MINUTES**

**Present:** Pooja Agarwal [departed early], Leana Cabral [joined late], Jeff Koung, Alison Lin [departed early], Xu Lin, Nancy Nguyen [departed early], Neeta Patel [joined late], Alan Phan, Thierry Saintine, Allaire Wohlgemuth  
**Staff Present:** Michelle Barton, Ellen Somekawa

**I. Call to Order:** Thierry Saintine

**II. Public Comment**  
No members of the public present

**III. Approval of the Title I Schoolwide Plan**  
Presentation Michelle Barton

Schools that receive Title I funding report to the state annually. Schools describe strengths and challenges, choose challenges to focus on, set goals, and discuss how to spend Title funds to meet the goals. Last year FACTS received the designation of Targeted School Improvement because performance from the 2021-22 school year suffered declines. Because of this designation, the Board must approve the Schoolwide Plan to ensure more eyes of the organization are on the schoolwide plan.

In the past we focused on improving reading and math levels, with a focus on making our intervention plans more robust. We wanted to continue much of that. One of the goals is to focus on small group intervention to improve math scores, particularly of some subgroups. We saw a decrease in PSSA scores (2021-22) which is two years ago. Many of our PSSA scores already increased last year, but the plan is based on two years ago.

[Neeta Patel joined the meeting]

**Discussion**

- Is the resolution saying that we understand how Title funds are being used?
  - It is the Board affirming that they have reviewed and approve of the plan.
- The print out does not show the use of funds. Michelle will circulate a pdf of the use of funds spreadsheet.
- How are these strategies different from what has been done in the past?
  - Intention to have a full time Intervention coordinator
  - Increasing the frequency of data collection throughout the year,
  - Being more intentional with subgroups that didn't do well on PSSAs
- One of the challenges is attendance. Is there an action plan?

- It isn't an action step in our Schoolwide Plan. We didn't choose it as our first or second priority because there is a lot we can't control about attendance.
  - Our Attendance Team has already been doing a lot of work to improve attendance, but problems persist.
  - They are connecting with families.
  - Our subgroups are pretty small and so attendance issues with a few students makes a big impact on our percentages.
- We have already seen improvement in the 2022-23 PSSA data.

[Pooja departed the meeting]

**1. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School reviewed and approves the Title I Schoolwide Plan.

Moved: Allaire Wohlgemuth

Seconded: Alison Lin

Voted Yes: Jeff Koung, Alison Lin, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Not Present: Pooja Agarwal, Leana Cabral

#### IV. Executive Director's Report

Ellen Somekawa

[Leana Cabral entered the meeting]

Discussion:

- The lot next to FACTS is for sale. Are we interested in buying it?
  - The asking price is \$780,000, which seems hefty.
    - Maybe we should compare with what land is going for in Chinatown.
    - Real estate in the area is only going up in value.
    - Ellen will do more investigation.
  - Renting has challenges because we would need to invest in surfacing in order to use it.

#### V. Board Retreat Debrief

Thierry Saintine

Discussion: Any take aways?

- Thanks to Thierry and Alison. It felt so good to be together and reconnect. Beautifully facilitated.
- Appreciated people taking the time, the facilitation. Recognizing that we haven't been together due to COVID
- Excited for next steps around our vision.
- We're learning about Strategic Planning that was put on hold when COVID came
- Momentum around parent involvement
- There was a desire for more opportunities to connect outside of board meetings and annual retreats. Are people interested in something like that?
  - Agree.
  - Interest after the 5K

- Don't want it to be another obligation
- Bring our kids and break bread

## VI. 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 July 19, 2023.

Moved: Alan Phan

Seconded: Neeta Patel

Voted Yes: Leana Cabral, Jeff Koung, Alison Lin, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Not Present: Pooja Agarwal

[Amend to reflect that Jeff did not vote to approve June minutes]

## VII. Finance Report: Year End Statements (June 30, 2023)

Presentation

Neeta Patel

These are the financial statements that the auditor will use. It shows how we ended up the year. We ended the year in a better position than expected because of the increase in per pupil. We used ESSER funding to help address the operating deficit. Many expenses rose in price.

The Finance Committee meets regularly. It includes Neeta Patel and James Wang. Would appreciate the participation of another board member. We will also need people to participate on the audit committee. [Neeta will email with a brief description of duties and meeting times]

Discussion

- The increase in the per pupil was not quantified.
  - There was a small increase for 2022-23. There will be a significant increase for 2023-24 that will give us more options [We need to ask the Finance Director]
  - Will we face a structural deficit when our per pupil increases next year? [We need to ask the Finance Director]

**3. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Financial Statements for the year ending June 30, 2023.

Moved: Alan Phan

Seconded: Jeff Koung

Voted Yes: Leana Cabral, Jeff Koung, Alison Lin, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Not Present: Pooja Agarwal

## VIII. Approval of the Revision of the 2023-24 School Calendar

The revisions include:

- Ending the school year for students on June 12, 2024.
- Making Juneteenth a school holiday (no school or work for students or staff)
- Changing the term from Professional Development Days to In-Service Days (to reflect the fact that these days are all staff work days with no students present but that the time is spent on planning, preparation, and other purposes other than PD)
- The inclusion of July and Extended School Year dates (so the calendar shows the full 12 months of the year)

**4. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revised school calendar for the 2023-24 School Year.

Moved: Neeta Patel

Seconded: Alan Phan

Voted Yes: Leana Cabral, Jeff Koung, Alison Lin, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Not Present: Pooja Agarwal

**IX. Establishment of a Building Reserve Fund**

Presentation

Neeta Patel

Discussion

**5. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the establishment of a Board Designated Building Reserve Fund with a starting balance of \$1 million for the purpose of building expansion and/or renovation.

Moved: Neeta Patel

Seconded: Xu Lin

Voted Yes: Leana Cabral, Jeff Koung, Alison Lin, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Not Present: Pooja Agarwal

**X. Committee Reports**

- Development Committee

FACTS 5K: Board members are being reminded to reach out to ask for sponsorships. Proposal from the Development Committee to organize parents to be supporters in fundraising for FACTS. Timeline and goals proposed. Building a leadership team. A fall and spring push.

- Nominations Committee

Nominating Committee is in process of assessing what needs are on the board.

**XI. Executive Session**

- For the purpose of holding an information, strategy and negotiation session related to the negotiation of a collective bargaining agreement.

[Alison Lin departed]

## **XII. Return to Public Session**

## **XIII. Other action Items (spending and hiring resolutions)**

[Nancy Nguyen departed]

**6. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the Pennsylvania School for the Deaf in an amount not to exceed \$18,000 for the provision of Phonak audio equipment to support the needs of hard of hearing students.

**7. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with DG Network Solutions in an amount not to exceed \$11,000 for the purpose of procuring and configuring 10 staff laptops. [Evaluated three bids]

**8. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with DG Network Solutions in an amount not to exceed \$50,000 for the provision of IT Managed Services.

**9. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Beltran Painting and Repairs in an amount not to exceed \$30,000 for the purpose of interior painting and associated wall repairs and preparation.

**10. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Green Tree School and Services in an amount not to exceed \$70,000 for the purpose of providing Alternative Private School services.

**11. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with John Testino in an amount not to exceed \$12,000 for the purpose of providing folk arts education services.

**12. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Nhan Thanh Ngo in an amount not to exceed \$8,000 for the purpose of providing folk arts education services.

**13. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Veronica Ponce de Leon in an amount not to exceed \$8,000 for the purpose of providing folk arts education services.

**14. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Senfuab Stoney in an

amount not to exceed \$12,500 for the purpose of providing folk arts education services.

**15. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the following employees:  
[list attached]

<b>Name</b>	<b>Position</b>	<b>Salary/Hourly Wage</b>
Emily Cajigas	7th/8th Math	\$82,500
Becky Chen	Special Education Assistant	\$35,000
Irene Chung	Building Sub #2	\$35,000
Bailey Dean	Long Term Sub: Music (Aug-Dec)	\$51,000
Claire Denny	Folk Arts Education Specialist	\$58,000
Na Lin	Chinese Teacher	\$48,000
Delilah Lok	7th/8th Social Studies	\$47,000
Gerald McDermott	3rd Grade Teacher	\$68,000
Katherine Mergott	1st Grade Teacher	\$49,500
Sarah Mohtes-Chan	School social worker	\$60 per hour/maximum 24 hours per week
Isabel Pellino	Long term Sub: 1st Grade (Aug-March 1st) Building Sub #3 (March 2nd-June 12th)	\$47,000
Melinda Pernell	School nurse	\$45 per hour/16-18 hours per week (2 days)
Silka Saliah Bey	Building Sub #1	\$34,500
Arslan Shaikh	Science 7th & 8th	\$57,500
Iris Thai	ELD Teacher (3rd-4th)	\$70,000

Moved: Allaire Wohlgemuth

Seconded: Alan Phan

Voted Yes: Jeff Koung, Alison Lin, Xu Lin, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Not Present: Pooja Agarwal, Alison Lin, Nancy Nguyen

#### **XIV. Adjournment**

Moved: Neeta Patel

Seconded: Xu Lin

Voted Yes: Leana Cabral, Jeff Koung, Xu Lin, Neeta Patel, Alan Phan, Thierry Saintine, Allaire Wohlgemuth

Not Present: Pooja Agarwal, Alison Lin, Nancy Nguyen