

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

Wednesday, November 15, 2023, 6:30 p.m.
1023 Callowhill Street

Board Members Present: Leana Cabral, Xu Lin, Nancy Nguyen (joined at 7:03pm), Neeta Patel, Alan Phan, Allaire Wohlgemuth

Board Members Absent: Thierry Saintine, Pooja Agarwal, Jeff Koung, Alison Lin

Staff Members Present: David Brown, Ellen Somekawa

MINUTES

- I. Call to Order:** 6:52pm Xu Lin
- II. Public Comment**
Discussion: n/a
- III. Executive Director's Report** Ellen Somekawa
Discussion: Discussion around the consultants who can advise about salaries. This will assist FACTS with developing a compensation philosophy and structure and provide us with market analysis for various positions so we can try to make salaries equitable across the organization. We should ensure that they are looking at similar charter schools vs. a larger charter network like Mastery.
- 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 October 18, 2023.
Voting
Moved: Allaire Wohlgemuth
Seconded: Nancy Nguyen
Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth
Abstained: n/a
- V. Finance Report** Neeta Patel
Presentation
Discussion: The extra money reflected in this budget will be used to support our ongoing structural deficit.
- 2. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Financial Statements for the period ending October 31, 2023
Voting
Moved: Leana Cabral
Seconded: Neeta Patel
Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth
Abstained: n/a

VI. Revision of the 2023-2024 Budget

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revision of the 2023-2024 FY Budget.

Discussion: The surplus can be spent in future FY's. We can approve this budget without yet deciding what to do with the anticipated surplus.

Voting

Moved: Neeta Patel

Seconded: Alan Phan

Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: n/a

VII. Acceptance of the Audit

The Board's role in audit review

David Brown

Presentation by the Audit Committee

Neeta Patel

Discussion: n/a

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School accepts the audited financial statements for the 2022-23 fiscal year.

Voting

Moved: Alan Phan

Seconded: Neeta Patel

Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: n/a

VIII. Child Abuse and Neglect Policy

Presentation

Ellen Somekawa

Discussion: FACTS is making a plan for how this will be shared with staff. Part of the language of the policy is that staff will be trained on it.

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School adopts the Child Abuse and Neglect Policy.

Voting

Moved: Allaire Wohlgemuth

Seconded: Neeta Patel

Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: n/a

IX. Staff Interactions With Students Policy

Presentation

Ellen Somekawa

Discussion: n/a

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School adopts the revision to the Staff Interactions with Students Policy.

Voting

Moved: Alan Phan

Seconded: Leana Cabral

Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: n/a

X. Committee Reports

- Development Committee

- Discussion: Raised over \$54k at the 5k. Got great corporate sponsorships (i.e. Wawa). We will send an emailed thank you note to all participants and the board will send thank you cards to the sponsors. Thank you cards could come from someone other than the board member who brought in the sponsorship. Great appreciation to Michelle Barton who handled this for the first time and did a great job! Parent feedback was that it would be great if we use something other than Run the Day for next year as our sign up platform. Development Assistant process is going well. We have 2 strong candidates who have already gone through one round of interviews. Parent committee met for the second time. Will continue to meet regularly and work towards more corporate sponsorship. The parents are also excited to plan teacher appreciation.

XI. Changes to the school calendar

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School adopts the revised school calendar, moving the In-Service Day and Parent-Teacher Conference Day from 3/14/24 and 3/15/24 to 3/21/24 and 3/22/24.

Voting

Moved: Alan Phan

Seconded: Leana Cabral

Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: n/a

XII. Other action Items

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the following employees:

Abel Zeng, Teacher, \$48,000/year

Anna Jeong, Teacher, \$48,000/year

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Prolific Building

Services in an amount not to exceed \$130,000 for the purpose of providing cleaning services.

Voting

Moved: Nancy Nguyen

Seconded: Alan Phan

Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: n/a

XIII. Adjournment

Voting

Moved: Allaire Wohlgemuth

Seconded: Alan Phan

Voted Yes: Leana Cabral, Xu Lin, Nancy Nguyen, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: n/a