

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

Wednesday, June 18, 2025, 6:30 p.m.

Via Zoom (posted on website: [www.factschool.org](http://www.factschool.org))

**MINUTES**

**Board Members Present:** Pooja Agarwal (joined 7:00), Frank Chism (lost connection 7:26 - 7:28), Jeff Koung, Alison Lin, Xu Lin (Presiding), Nancy Nguyen, Neeta Patel (Minutes) Alan Phan,

**Board Members Absent:** Leana Cabral, Thierry Elin-Saintine, Allaire Wohlgemuth

**Staff Members Present:** Michelle Barton (left 6:57), David Brown (joined 6:37), Ellen Somekawa

**Members of the Public Present: N/A**

- I. **Call to Order** Time: 6:32pm Xu Lin  
Appreciations to Departing Board Members [15 minutes]  
Xu, on behalf of the board: Appreciation to Nancy  
Ellen, on behalf of board from Allaire to Alan:  
Tabling appreciation for Leana until we see her
- II. **Public Comment** [5 minutes]  
N/A
- III. **Presentation of Draft Goals for the TSI Title I School Plan** [15 minutes]  
Presentation Michelle Barton
  - Draft goals based on the 3 year Comprehensive Plan
  - Current Data/Progress towards Goals
  - Questions will be documented and addressed at the August meeting when the Instructional Data Coordinator is able to attend

Discussion: n/a
- IV. **Executive Director's Report** [5 minutes] Ellen Somekawa  
Discussion: Ellen and David report that there was a large increase in the per pupil allocation for the coming year because there were increases to state funding for the School District of Philadelphia (SDP) this past year due to Gov. Shapiro's budget. Because our per pupil numbers are based on last year's SDP allocations, we will receive a significant increase this year in our allocation. Because of these changes, David will present a revised budget for our next meeting in August.  
  
Frank reported on the development committee approval of two new consultant roles to support work mentioned in the ED report.
- V. **Approval of the Minutes** [5 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 May 21, 2025.

Moved: Nancy Nguyen  
Seconded: Jeff Kounq  
Voted Yes: Pooja Agarwal, Frank Chism, Jeff Kounq, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan  
Voted No: n/a  
Abstained: n/a

**VI. Finance Report [10 minutes]**

Presentation

Neeta Patel

Discussion: n/a

**2. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the May 31, 2025 Financial Statements.

Moved: Pooja Agarwal  
Seconded: Jeff Kounq  
Voted Yes: Pooja Agarwal, Frank Chism, Jeff Kounq, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan  
Voted No: n/a  
Abstained: n/a

**VII. Transfer of Funds to the Building Reserve [5 minutes]**

Presentation

David Brown

Discussion: David reported that Building Fund, and the Cash Reserve are all in a sweep account that is in fact comprised a number of different bank accounts that are managed by the Asian Bank; they are all covered by the FDIC and automatically moved to a different account to meet the FDIC thresholds and they all earn a good interest rate, currently we earn about \$200,000 a year in interest.

**3. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves transferring \$145,00.34 from the General Operating Fund to the Building Reserve Account.

Moved: Frank Chism  
Seconded: Neeta Patel  
Voted Yes: Pooja Agarwal, Frank Chism, Jeff Kounq, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan  
Voted No: n/a  
Abstained: n/a

**VIII. Voluntary Recognition of Including Additional Positions in the Collective Bargaining Unit [5 minutes]**

**4. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves amending the ACSE Local # 6056 Collective Bargaining Agreement to redefine the Bargaining Unit Membership to include the following School Staff: School Secretaries, Food Service Aides and Assistant, and School Culture Assistants.

Moved: Alan Phan

Seconded: Jeff Kuong

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

**IX. Policy Committee [15 minutes]**

Presentation

Pooja Agarwal

- Clarification Memos regarding Board Communications and Board Roles

Discussion: n/a

**5. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revised Head Lice Policy.

Discussion:

Moved: Nancy Nguyen

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: Frank Chism (lost connection, unable to vote)

**6. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revised Travel Expense Reimbursement Policy.

Discussion: n/a

Moved: Nancy Nguyen

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: Frank Chism (lost connection, unable to vote)

**X. Appointments [5 minutes]**

**7. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Pooja Agarwal to the Board of Trustees for a three year term.

**8. 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.

**9. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Neeta Patel to the Board of Trustees for a three year term.

**10. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Allaire Wohlgemuth to the Board of Trustees for a three year term.

Discussion: n/a

Moved: Alan Phan

Seconded: Alison Lin

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

**XI. Elections [10 minutes]**

Currently the nominations for Board Officers are:

- Thierry Elin-Saintine, Board Chair
- Xu Lin, Board Vice Chair
- Neeta Patel, Treasurer
- Allaire Wohlgemuth, Secretary

Are there any additional nominations for these positions?

**11. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Thierry Elin-Saintine to the position of Board Chair for a one year term.

Discussion: n/a

Moved: Pooja Agarwal

Seconded: Alison Lin

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

**12. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Xu Lin to the position of Board Vice-Chair for a one year term.

Discussion: n/a

Moved: Pooja Agarwal

Seconded: Alison Lin

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

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

Discussion: n/a

Moved: Pooja Agarwal

Seconded: Alison Lin

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

**14. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School appoints Allaire Wohglemuth to the position of Board Secretary for a one year term.

Discussion: n/a

Moved: Pooja Agarwal

Seconded: Alison Lin

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

## **XII. Committee Reports**

- Development Committee [5 minutes]: Discussion: n/a
- Nominations Committee [5 minutes]: Discussion: n/a
  - Presentation of credentials of Board nominees

## **XIII. Executive Session** [10 minutes] Time: 7:41pm

- Considering the purchase or lease of real property
- Presentation of the School Safety and Security Coordinator Report

## **XIV. Return to Public Session** Time: 8:02pm

## **XV. Other Action Items** [10 minutes]

**15. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with DG Solutions for the purchase of 16 Lenovo Laptops, warranties and set up fees in an amount not to exceed \$20,000.

**16. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with VIG Solutions for the purchase of student Chromebooks in an amount not to exceed \$26,000.

**17. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Selective Way Insurance Company in an amount not to exceed \$48,000 for the provision of package insurance (commercial property, general liability, covered auto, umbrella/excess liability).

**18. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Greenwich Insurance Company in an amount not to exceed \$13,000 for the provision of Educators Legal Liability Insurance.

**19. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Technology Insurance Company in an amount not to exceed \$40,000 for the provision of Workers' Compensation Insurance.

**20. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with State National Insurance Company in an amount not to exceed \$6000 for the provision of Cyber Liability Insurance.

**21. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with State National Insurance Company in an amount not to exceed \$3000 for the provision of Accident Insurance.

**22. 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 \$990,000 for the provision of employee health insurance.

**23. 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 employee dental insurance.

**24. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with New York Life Insurance Company in an amount not to exceed \$25,000 for the provision of employer provided short term and long term disability insurance.

**25. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with PowerSchool in an amount not to exceed \$200,000 over three years for the annual subscriptions and initial set up and training costs of a School Information System.

**26. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Green Tree for the provision of Approved Private School services in an amount not to exceed \$80,000.

**27. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Singapore Math for the purchase of curricular materials in an amount not to exceed \$12,000.

**28. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Eureka Math for the purchase of curricular materials in an amount not to exceed \$7,000.

**29. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with IReady for the purchase of the IReady Reading Program in an amount not to exceed \$6,500.

**30. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Wenger Corporation for the purchase of the music room risers in an amount not to exceed \$9,000.

**31. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the Collaborative Learning Network for the provision of facility planning and design support in an amount not to exceed \$21,000.

Discussion: n/a

Moved #15-#31: Frank Chism

Seconded: Alison Lin

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

**32. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the following revised staff salaries.

Centeno, Elizabeth, Secretary: \$56,368.80

Denny, Claire, Folk Arts Education Specialist: \$77,279.93

Fitzpatrick, Galen, Instructional Data Coordinator: \$96,913.22

Griffin, Jacquelyn, Senior Director of School Culture: \$105,824.78

Lei, Wen Chao, Technology Manager: \$74,634.32

Lim, Pheng, Principal: \$167,091.75

Zhao, Jade, Director of School Culture: \$90,176.50

Barton, Michelle, Assistant Director: \$90,696.34

Somekawa, Ellen, Executive Director: \$180,353.00

Wong, Patricia, Secretary: \$55,697.25

Brown, David, Finance Director: \$140,914.04

Ngoun, Sam, Facilities Manager: \$74,634.32

Discussion: n/a

Moved: Pooja Agarwal

Seconded: Alison Lin

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a

**XVI. Adjournment** Time: 8:21pm

Discussion: n/a

Moved: Pooja Agarwal

Seconded: Alan Phan

Voted Yes: Pooja Agarwal, Frank Chism, Jeff Koung, Alison Lin, Xu Lin , Nancy Nguyen, Neeta Patel, Alan Phan

Voted No: n/a

Abstained: n/a