

**Minutes of the Philadelphia Electrical and Technology  
Charter High School  
Board of Trustees Meeting**

**May 31, 2016**

A meeting of the Philadelphia Electrical and Technology Charter High School was held on the above date at 3:00 p.m. at 1420-22 Chestnut Street, Philadelphia, PA. Adequate notice of this Board Meeting was provided by advertising in the Philadelphia Inquirer on May 30, 2016.

**ATTENDANCE**

Present: Clinkscales, Griffith, Neill and Ramos

Via Phone: Gibbs

Absent: Driscoll, Keller and Long

On a motion by Mary Griffith, seconded by Jose Ramos and carried by unanimous voice vote the Minutes of the April 21, 2016 meeting were approved.

***PRESENTATION TO MAY STUDENTS OF THE MONTH AND  
MAY EMPLOYEE OF THE MONTH***

**ACADEMIC and BUSINESS REPORTS**

**A. *Report from Erin Dougherty, CEO***

1. ***Admissions:*** 3 Transfers out/1 Transfer in; enrollment is holding we will finish the school year with 606 students enrolled. Another 100 packets are due back tomorrow from the wait list and the wait list placement test will be on 6/27/16. There will be a Parent Orientation for new students, Jennifer Clinkscales asked what the Orientation entails and Erin Dougherty explained.
2. ***Communication & Outreach:*** The Robotics Team participated at Temple University on April 30<sup>th</sup>. Junior/Senior Parent Night at the Phillies is being held on 6/7/16. The Prom is being held on 6/3/16 at Galdos and Graduation will be held at the Kimmel Center on 6/16/16 at 10:00 am.
3. ***District/State Communication:*** Charter renewal Pre-Meeting 6/9/16  
Special Education Cyclical Monitoring –SY 16-17
4. ***Staff Evaluation*** were completed today May 31<sup>st</sup>, 2016, using a modified PA 82-1
5. ***Keystones:*** Keystone Exams were completed on 5/26/16, Jason & Craig of Foundations monitored. Keystones were shipped back on Friday, 5/27/16..
6. ***Summer at PE & T:*** All programs will begin on 7/11 and run through 8/18/16.
7. ***Proposed Budget*** for the 2016-17 school year.

**B. *Report from Tom Giampolo, Head of Academics***

1. Keystone Tests were administered to the sophomores for the first time and to the Juniors as retakes. Attendance was incredibly high and all were cooperative and focused. There were 3 cram days before Keystones all were class sizes of 14 with two teachers to a room to prepare for the test. The exams were faxed and shipped via UPS on 5/27/16.
2. The academic focus is now on the culmination of this year and the preparation for next year.

**C. *Chuck Puchon, Head of Student Services***

1. **Attendance Chart:** numbers broken down by first, second and third offense
2. **Lateness Report:** Chuck showed report and stated that the trend is consistent. Jennifer Clinkscales asked which intervention works best. Chuck Puchon stated that once he can get the parents in that seems to work with the best results.
- 3.: **Building:** Update on construction from water damage. Summer Projects: lighting tech center.

**ACADEMIC RESOLUTIONS**

- A. On a motion by Mary Griffith, seconded by Jennifer Clinkscales and carried by a unanimous voice vote the Board approved the School Calendar for the 2016-17 school year.
- B. On a motion by Charles Gibbs, seconded by Mary Griffith and carried by unanimous voice vote the Board approved the Project "GO" Truancy Intervention Memorandum of Understanding between the Philadelphia Electrical and Technology Charter High School and The District Attorney's Office of Juvenile Division Truancy Prevention Unit.
- C. On a motion by Charles Gibbs, seconded by Jennifer Clinkscales and carried by unanimous voice vote the Board approved the recommendation to use Repice & Taylor, Inc. for school business services for the 2016-17 school year.
- D. On a motion by Charles Gibbs, seconded by Mary Griffith and carried by unanimous voice vote the Board approved the contract between Repice & Taylor, Inc. and The Philadelphia E & T Charter HS for business services.
- E. On a motion by Charles Gibbs, seconded by Jennifer Clinkscales and carried by unanimous voice vote the Board approved the Board Meeting dates for the 2016-2017 school year.

**PERSONNEL RESOLUTIONS**

NONE

**FINANCIAL RESOLUTIONS**

- A. On a motion by Jennifer Clinkscales, seconded by Jose Ramos and carried by unanimous voice vote of 5 ayes (Clinkscales, Gibbs, Griffith, Neill and Ramos) and 0 nays:
  1. The Board approved the Bill List in the amount of \$173,196.52.

**FINANCIAL REPORT**

1. Annual Financial Package with year-end projections.
2. Proposed Budget for the 2016-2017 school year.

**PUBLIC COMMENT**

NONE

**NEW BUSINESS**

NONE

**EXECUTIVE SESSION**

Lease Negotiations

**ADJOURNMENT**

On a motion by Jennifer Clinkscales, seconded by Jose Ramos and carried by unanimous vote the Meeting was adjourned.

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**Kayne Deissroth, Board Secretary**

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**Charles Gibbs, Board President**

CERTIFIED \_\_\_\_\_

