

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

June 28, 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 June 10, 2015.

ATTENDANCE

Present: Gibbs, Long and Neill

Via Phone: Ramos

Absent: Clinkscales, Driscoll, Griffith and Keller

On a motion by Marsalis Long seconded by Michael Neill and carried by unanimous voice vote the Minutes of the May 31, 2016 meeting were approved.

ACADEMIC and BUSINESS REPORTS

A. Report from Erin Dougherty, CEO

1. **Admissions:** 10th Grade List: Sent 40 letters
2. **End of Year Wrap Up:** Field Day, Senior Events, Report Cards and Graduation
3. **School Business Services:** The transfer from Foundations, Inc. to Repice & Taylor was a smooth transition and seamless.
4. **District/State Communication: Charter Renewal:** Charter School Office is already communicating with Erin. ACE letter from CSO-Phone Meeting on 6/27, Julian will get back to Erin as of this morning. Board Conference being coordinated with CSO. PDE Annual Report SY 2015-16. Special Education Cyclical Monitoring, L. Wilson, at end of November. 21CCLC Monitoring still to happen since they cancelled earlier this year.
5. **Keystones:** Awaiting on Spring Results.
6. **Summer at PE & T (7/11/16 through 8/18/16):** Summer Schedules mailed out for Credit Recovery & Summer School. Summer Enrichment Program

B. Report from Tom Giampolo, Head of Academics

1. Keystones: Window just closed last Friday for discrepancy in demographics. Waiting on Spring Results.
2. Summer School begins on 7/11/16. Amanda Ojeda is managing summer school again this year.
3. Graduation rate was between 98 and 100%. Honor Roll break down for each quarter.

C. Chuck Puchon, Head of Student Services

1. **End of Year:** storing student files for Inventory.
2. Attendance: 13 students violated the attendance policy for the 4th time. We will be examining the attendance policy to see if we can make adjustments to improve on student attendance.

3. **Lateness Report:** Trend remained the same. Examine lateness policies to see if we can make adjustments to improve on this issue.
4. **Building:** Inspecting entire building. Completing minor repairs/painting. Thorough cleaning of classrooms not being used during summer programs. There will be two former students working with Chuck Puchon and John Wilson during the summer.

ACADEMIC RESOLUTIONS

- A. On a motion by Michael Neill, seconded by Marsalis Long and carried by a unanimous voice vote the Board approved the Agreement between Philadelphia E & T Charter HS and WHYY, Inc. for a media instructor to teach students 7.5 hours per week for the 2016-17 school year, at a total cost of \$17,689.00
- B. On a motion by Marsalis Long, seconded by Michael Neill and carried by unanimous voice vote the Board approved the Application for Lease Reimbursement for the 2015-16 school year.
- C. On a motion by Marsalis Long, seconded by Michael Neill and carried by unanimous voice vote the Board approved the Amendment to the Memorandum of Understanding between Philadelphia E & T Charter HS and the Charter School Office of the School District of Philadelphia for sharing of student level data.
- D. On a motion by Michael Neill, seconded by Marsalis Long and carried by unanimous voice vote the Board approved the contract for School Nursing Services between Philadelphia E & T Charter HS and Bayada Home Health Care, Inc. for the 2016-17 school year at a rate of \$49.00 per hour.
- E. On a motion by Michael Neill, seconded by Marsalis Long and carried by unanimous voice vote the Board approved a Resolution to acknowledge EID Holidays in conjunction with the School District of Philadelphia who will be honoring those celebrations by providing students with excused absences on those days for the 2016-17 SY. Beyond the year 2016-17, the EID holidays will be included on our calendar.
- F. On a motion by Marsalis Long, seconded by Michael Neill and carried by unanimous voice vote the Board approved the Title I School and Family Compact for the 2016-17 school year.
- G. Presentation of the following policies for public posting:
 1. Cash Management – Federal Programs
 2. Federal Fiscal Compliance Policy
 3. Allowability of Costs – Federal Programs
 4. Administration of Federal Funds – Type of costs, obligations, & property management
 5. Naloxone Policy

PERSONNEL RESOLUTIONS

- I. On a motion by Marsalis Long, seconded by Michael Neill and carried by a unanimous consent vote the Board *accepted the resignations of A & B and the non-renewals of C through F:*
 - A. Brian Leonard, Science Teacher, effective August 31, 2016.
 - B. Michele Ludlow, Guidance Counselor, effective August 31, 2016.
 - C. John Alberto, Art Teacher, effective August 31, 2016.
 - D. Matthew Kelly, Social Studies Teacher, effective August 31, 2016.
 - E. Kayla Kowalick, Special Education Teacher, effective August 31, 2016.
 - F. Jessica Youngblood, Physical Education Teacher, effective August 31, 2016.

FINANCIAL RESOLUTIONS

- A. On a motion by Michael Neill, seconded by Marsalis Long and carried by a roll call vote of 4 ayes (Gibbs, Long, Neill and Ramos) and 0 nays:
 - 1. The Board approved the Bill List in the amount of \$201,966.47.
 - 2. The Board approved a Resolution to remove Craig Butler from the bank accounts, and add William Minich to the accounts.
 - 3. On a motion by Charles Gibbs, seconded by Michael Neill and carried by a roll call vote of 4 ayes (Gibbs, Long, Neill and Ramos) and 0 nays the Board approved the proposed Budget for the 2016-17 school year.

PUBLIC COMMENT

NONE

NEW BUSINESS

- A. On a motion by Marsalis Long, seconded by Michael Neill and carried by unanimous voice vote Charles Gibbs authorized Erin Dougherty to issue an RFP for Legal Services.
- B. On a motion by Charles Gibbs, seconded by Michael Neill and carried by unanimous voice vote the Board approved Latsha Davis and McKenna, PC as Counsel for Charter School Renewal.

EXECUTIVE SESSION

Lease Negotiations and Personnel Matters.

ADJOURNMENT

On a motion by Marsalis Long, seconded by Michael Neill and carried by unanimous vote the Meeting was adjourned.

Kayne Deissroth, Board Secretary

Charles Gibbs, Board President

CERTIFIED _____

