



# PHILADELPHIA

## E&T

### CHARTER HIGH SCHOOL

1709 Benjamin Franklin Parkway · Philadelphia, PA 19103 · [www.petchs.org](http://www.petchs.org) · Phone: 267-514-1823 · Fax: 267-514-1834

#### BOARD OF TRUSTEES

#### MEETING MINUTES of NOVEMBER 17, 2023

		NOTES	RESOLUTION VOTE
MEETING DATE & TIME	Friday, November 17, 2023 8am		
LOCATION	<u>In Person at 1709 Benjamin Franklin Parkway and via Zoom Meeting</u> <a href="https://petchs-org.zoom.us/j/85439462985?pwd=KzF4NjJvK2VwSlovZGpGYVE1REwxQT09">https://petchs-org.zoom.us/j/85439462985?pwd=KzF4NjJvK2VwSlovZGpGYVE1REwxQT09</a>  <u>Meeting ID: 854 3946 2985</u> <u>Passcode: 2022</u>  <u>Dial by your location</u> <u>+1 301 715 8592 US (Washington DC)</u> <u>+1 929 205 6099 US (New York)</u>  <u>Meeting ID: 854 3946 2985</u> <u>Passcode: 2022</u>		
ADVERTISED	Philadelphia Inquirer 7/7/2023 and <a href="http://www.petchs.org">www.petchs.org</a> **Updated on August 18, 2023**		
<b>OPENING PROCEDURES</b>			
CALL TO ORDER	BY: Chairperson		
PLEDGE OF ALLEGIANCE	BY: All Attendees		
RECORDING OF ATTENDANCE	BY: Board Secretary	Present: Fitzmaurice, Barnett, Griffith, Ramos, Bartow, Deissroth, Scullion Absent: None	
<b>PRESENTATIONS</b>			
STUDENTS OF THE MONTH PRESENTATION		GRADE 9: Hijra Adams GRADE 10: Kadiatou Maiga GRADE 11: Yordi Aparicio-Hernandez Jr. GRADE 12: Sim Wilder	
EMPLOYEES OF THE MONTH PRESENTATION		Teacher: Travis Clyons Staff Member: Alice Tomaszewski	
CHIEF EXECUTIVE OFFICER REPORT	Erin Dougherty	Notes attached - Dougherty	
CHIEF OPERATING OFFICER REPORT	Matthew Pooler	Notes attached - Pooler	
<b>PUBLIC COMMENT</b>			

SPEAKERS	Facilitated By: Board Secretary		NONE
CLOSED SESSION			
	NONE		
SCHOOL BUSINESS RESOLUTIONS			
2023: 11-1	Approve the Minutes of the October 20, 2023 meeting of the Board of Trustees.		Motion: Barnett 2nd: Bartow. 6 ayes and 0 nays. Approved the Minutes of the October 20, 2023 meeting of the Board of Trustees.
2023: 11-2	Approve the Agreement letter between Philadelphia E&T Charter HS and Blue Cross RiverRink for a school wide Ice Skating Event on December 20, 2023.		Motion: Fitzmaurice 2nd: Griffith. 6 ayes and 0 nays. Approved the Agreement letter between Phila E&T Charter HS and Blue Cross RiverRink for a school wide Ice Skating Event on December 20, 2023.
ACADEMIC RESOLUTIONS			
2023:11-3	Approve the Title 1-School Plan	ED -annual plan to align with comprehensive plan. Focus on academic accountability.	Motion: Barnett. 2nd: Bartow. 6 ayes and 0 nays. Approved the Title 1- School Plan.
PERSONNEL RESOLUTIONS			
2023: 11-4	Approve the resignation of Michael O' Neill, Social Studies Teacher.	ED - accepted another position.	Motion: Fitzmaurice 2nd: Barnett 6 ayes, and 0 nays. . Approved the resignation of Michael O'Neill, Social Studies Teacher.
2023: 11-5	Approve the hiring of Sean Snyder, Social Studies Teacher with a salary of \$56,000.	ED - supporting efforts of teacher in classroom.	Motion: Griffith. 2nd: Bartow. 6 ayes and 0 nays. Approved the hiring of Sean Snyder, Social Studies Teacher with a salary of \$56,000.
FINANCIAL RESOLUTIONS			
Presentation of Financial Package	By: Tom Taylor Repice and Taylor, LLC	Notes attached - Repice & Taylor	

Presentation of Draft Audit	By: Barbacane, Thornton & Company.	Discussed adding meetings needed to approve audit when complete.	Motion: Fitzmaurice 2nd: Bartow. 6 ayes and 0 nays. Board approved motion to table Audit presentation until special meeting can be arranged.
2023: 11-6	Approve the bill list in the amount of \$704,014.37 with construction items listed separately.		Roll call vote yielded 6 ayes (Fitzmaurice, Barnett, Griffith, Deissroth, Bartow, Ramos) and 0 nays. Board approved the bill list in the amount of \$704,014.37 with construction items listed separately.
<b>NEW BUSINESS RESOLUTIONS</b>			
2023: 11-7	Approve the addition of a Board of Trustees Meeting for the month of December 2023 to be held on December 15, 2023 at 8AM.		Motion: Fitzmaurice 2nd: Bartow 6 ayes and 0 nays. Board approved the addition of a Board of Trustees Meeting for the month of December 2023, to be held on December 15, 2023 at 8am.
2023: 11-8	Approve the addition of a Special Board of Trustees Meeting to be held on November 29, 2023 at 8am.		Motion: Griffith 2nd: Deissroth 6 ayes and 0 nays. Board approved the addition of a Special Board of Trustees Meeting to be held on November 29, 2023 at 8am.
<b>ADJOURNMENT</b>			
			Motion: Bartow 2nd: Barnett 6 ayes and 0 nays. Meeting was adjourned.
<b>Board Secretary</b>		<b>Certified</b>	
<b>Patrick Fitzmaurice, Board President</b>			



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#### CEO REPORT

<b>School Business</b>	Explained Social Studies vacancy and hire.
	Updated information on Exterior Signage - prepared and still on target for end of year.
<b>Admissions</b>	Reviewed current numbers enrolled and on waitlist.
	Reviewed applications status for next SY vs last SY.
<b>District/State</b>	Reviewed Administrative Lunch Program visit/review. Waiting on formal report.
	Working on quarterly bond reports.
<b>Grants</b>	21stCCLC - GF working with new director LH on reporting needed.



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### **\*\*ED highlighted areas of COO Report\*\***

<b>Dates</b>	PT Conferences - 11/17 - in person
	Honors trips and Academic trips coming up.
	Academic Program for 9th graders with failures to assist and attend Homework Help.
	Ice Skating Party



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### FINANCIAL REPORT - Tony Repice

<b>Monthly Report</b>	Surplus - positive variance. Due to RegEd/SpEd mix and health savings.
	Payables are up to date.
	Ratios are passing.
	Cash flow is ok.
	Checks reviewed - with last construction items!
<b>Audit</b>	Reason for delay in draft audit vs timeline for submission was discussed.
	Expecting nothing financially significant to appear.
	Discussion of need for Special Meeting for Draft Presentation prior to due date for signatures - 11/29 at 8am.
	Discussion of need for December Meeting for Final Presentation - 12/15 at 8am.