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CHARTER HIGH SCHOOL

1709 Benjamn Franklin Parkway · Philadelphia, PA 19103 · www.petchs.org · Phone: 267-514-1823 · Fax: 267-514-1834

BOARD OF TRUSTEES
MEETING MINUTES of MARCH 15, 2024

		NOTES	RESOLUTION VOTE
MEETING DATE & TIME	Friday, March 15, 2024 8am		
LOCATION	<p><u>In Person at 1709 Benjamin Franklin Parkway and via Zoom Meeting</u> https://petchs-org.zoom.us/j/85439462985?pwd=KzF4NjJvK2VwSlovZGpGYVE1REwxQT09</p> <p><u>Meeting ID: 854 3946 2985</u> <u>Passcode: 2022</u></p> <p><u>Dial by your location</u> +1 301 715 8592 US (Washington DC) +1 929 205 6099 US (New York)</p> <p><u>Meeting ID: 854 3946 2985</u> <u>Passcode: 2022</u></p>		
ADVERTISED	<p>Philadelphia Inquirer 7/7/2023 and www.petchs.org **Updated on August 18, 2023**</p>		
OPENING PROCEDURES			
CALL TO ORDER	BY: Chairperson		
PLEDGE OF ALLEGIANCE	BY: All Attendees		
RECORDING OF ATTENDANCE	BY: Board Secretary	Present: Fitzmaurice, Barnett, Bartow, Deissroth, Scullion Absent: Griffith, Ramos	
PRESENTATIONS			
STUDENTS OF THE MONTH PRESENTATION		GRADE 9: Zayden Howard GRADE 10: Tyzhier Graham GRADE 11: Maxwell Sheppard GRADE 12: Mattison Chandler	
EMPLOYEES OF THE MONTH PRESENTATION		Teacher: Edward Stroud Staff Member: Jermaine Hynson	
CHIEF EXECUTIVE OFFICER REPORT	Erin Dougherty	Notes attached - Dougherty	
CHIEF OPERATING OFFICER REPORT	Matthew Pooler	Notes attached - Pooler	
PUBLIC COMMENT			

SPEAKERS	Facilitated By: Board Secretary		NONE
CLOSED SESSION			
	NONE		
SCHOOL BUSINESS RESOLUTIONS			
2024: 3-1	Approve the Minutes of the February 16, 2024 meeting of the Board of Trustees.		Motion: Deissroth 2nd: Fitzmaurice 4 ayes and 0 nays. Board approved the Minutes of the February 16, 2024 meeting of the Board of Trustees.
2024: 3-2	Approve the proposal from Preferred Fire Protection to conduct the 2024 annual testing and certification of the fire protection systems per the latest adopted version of NFPA 25.		Motion: Bartow 2nd: Barnett 4 ayes and 0 nays. Board approved the proposal from Preferred Fire Protection to conduct the 2024 annual testing and certification of the fire protection systems per the latest adopted version of NFPA 25.
2024: 3-3	Approve the proposal from xTel to provide Fortinet Firewall Service, including firewall appliance and firewall maintenance as indicated in proposal.		Motion: Deissroth. 2nd: Barnett. 4 ayes and 0 nays. Board approved the proposal from xTel to provide Fortinet Firewall Service, including firewall appliance and firewall maintenance as indicated in proposal.
ACADEMIC RESOLUTIONS			
2024:3-4	Approve the 2024-2025 School Calendar.		Motion: Fitzmaurice 2nd: Deissroth. 4 ayes and 0 nays. Board approved the 2024-2025 School Calendar.
PERSONNEL RESOLUTIONS			
	NONE		
FINANCIAL RESOLUTIONS			
Presentation of Financial Package	By: Anthony Repice Repice and Taylor, LLC	Notes attached - Repice & Taylor	



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CEO REPORT

Announcement	Jason Reynolds Event - 3/20/2024 - Reviewed and invited all.
School Business	Exterior Signage - status update; LSNA ok; Park/Recreation next. Financial Interest Statements - due date reminder Spirit Week - recap - successful events. Fire Evacuation of 3/14 - issue and investigation described
Academics	Summer Schedule - reviewed summer program schedule and staff return information. Winter Keystone Results - reviewed results; reviewed strategies working with anticipated staff communication next week. 21CCLC ELO Conference - recapped
Admissions/Enrollment	Reviewed current enrollment by grade in PowerSchool as well as current waitlist. Reviewed admission for 9th grade for 24-25 and next year's waitlist. Noted Open House for families who have accepted seats held on 3/21.
Banking	Reviewed all credit card agenda items. Status update on new account establishment and money transfer.
District/State/City	ESSER Monitoring - reviewed reports and fund balance. CSO Visit - recapped visit and discussion with CSO on Charter issues. Financial Planning meetings for end of ESSER discussed. (SDP and PA Coalition) PA Coalition Act 55 Training reminder to Board. Philly Service Awards - noted award and participation in community service.

COO REPORT

Academics	Report of Academic dates submitted in writing. Highlighted by ED - Rosie's Girls, end of Q3 and start of Spring Break.
Student Services	Report of Student Services activity dates submitted in writing. Past and upcoming dates listed.



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FINANCIAL REPORT - Tony Repice

Monthly Report

Cash balance - noted

Surplus - +variance noted - re:Sped/Reg and Health& Benefits savings.

Reviewed Covenant and Ratio - pass

Cash flow is ok.

Checks and accounts payable reviewed .

PNC trainings noted.