

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		
	In Person at 1709 Benjamin Franklin Parkway		
	and via Zoom Meeting https://petchs-org.zoom.us/j/85439462985?		
	pwd=KzF4NjJvK2VwSlovZGpGYVE1REwx		
	<u>QT09</u>		
	Meeting ID: 854 3946 2985		
	Passcode: 2022		
	Dial by your location		
	+1 301 715 8592 US (Washington DC		
	+1 929 205 6099 US (New York)		
	Meeting ID: 854 3946 2985		
LOCATION	Passcode: 2022		
	Philadelphia Inquirer 7/7/2023 and www.petchs.org		
ADVERTISED	**Updated on August 18, 2023**		
OPENING PROCEDURES			
CALL TO ORDER	BY: Chairperson		
PLEDGE OF ALLEGIANCE	BY: All Attendees		
DECORDING OF ATTEMPT AND	DV D 16	Present: Fitzmaurice, Barnett, Bartow, Deissroth, Scullion	
RECORDING OF ATTENDANCE	BY: Board Secretary	Absent: Griffith, Ramos	
PRESENTATIONS			
TRESERVITIONS			
		GRADE 9: Zayden Howard	
STUDENTS OF THE MONTH		GRADE 10: Tyzhier Graham	
PRESENTATION		GRADE 11:Maxwell Sheppard GRADE 12: Mattison Chandler	
EMPLOYEES OF THE MONTH		Teacher: Edward Stroud	aici
PRESENTATION		Staff Member: Jermaine Hy	nson
CHIEF EXECUTIVE OFFICER		,	
REPORT	Erin Dougherty	Notes attached - Dougherty	
CHIEF OPERATING OFFICER			
REPORT	Matthew Pooler	Notes attached - Pooler	
PUBLIC COMMENT			
TODLIC 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 1t, 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 & Tay	lor

Patrick Fitzmaurice, Board Preside	ent		
Board Secretary		Certified	
			adjourned.
			Motion:Fitzmaurce 2nd: Bartow 4 ayes and 0 nays. Meeting was
ADJOURNMENT			
	1.0112		
	NONE		
NEW BUSINESS RESOLUTIONS			
2024: 3-10	Approve the bill list in the amount of \$668,552.08		Roll call vote yielded 4 ayes (Fitzmaurice, Barnett, Bartow, Deissroth) and 0 nays. Board approved the bill list in the amount of \$668,552.08
2024: 3-9	Authorize Erin Dougherty, CEO and Anthony Repice, Business Manager to close accounts at the Philadelphia Federal Credit Union, on behalf of all signers, once all funds have been transferred and all deposits have been transferred.		Motion:Fitzmaurice 2nd:Bartow 4 ayes and 0 nays. Board authorized Erin Dougherty, CEO and Anthony Repice, Business Manager to close accounts at the Philadelphia Federal Credit Union, on behalf of all signers, once all funds have been transferred and all deposits have been transferred.
2024:3-8	Approve the Credit Card Use Agreement between Philadelphia E&T Charter High School and Erin Dougherty.		Motion: Bartow 2nd: Barnett. 4 ayes and 0 nays. Board approved the Credit Card Use Agreement between Philadelphia E&T Charter High School and Erin Dougherty.
2024:3-7	Approve the issuance of one PNC Credit Card in the name of CEO, Erin Dougherty.		Motion: Barnett 2nd: Deissroth. 4 ayes and 0 nays. Board approved the issuance of one PNC Credit Card in the name of CEO, Erin Dougherty.
2024:3-6	Approve the Credit Card Policy and Procedures and Credit Card Use Agreement.		Motion: Barnett 2nd: Deissroth. 4 ayes and 0 nays. Board approved the Credit Card Policy and Procedures and Credit Card Use Agreement.
2024:3-5	Approve the opening of a Commercial Credit Card with the PNC Bank with the attached terms and conditions.		Motion:Fitzmaurice 2nd: Deissroth 4 ayes and 0 nays. Board approved the opening of a Commercial Credit Card with the PNC Bank with the attached terms and conditions.



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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.			
Ü	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.			