

CHESTER CHARTER SCHOOL FOR THE ARTS

BOARD OF TRUSTEES MEETING

5:30pm, Tuesday, June 19, 2018

Date of Approval: August 21, 2018

**Call to Order:** The Board of Trustees for the Chester Charter School for the Arts held a public Board Meeting in Chester, PA on May 15, 2018. The meeting convened at 5:30pm. An Executive Session took place in advance of the public Board Meeting to discuss personnel and litigation matters. Members of the Board in attendance (at the time of the call to order): President Don Delson, Benjamin Berger (Ph) Vice President Barbara Klock, Marilyn Henkelman, Joan Richards, Dion Lewis, Scott Beaumont, Ramona Jones Marcine Pickron-Davis (Ph) and Head of School Akosua Watts. Absent: Steven Piltch.

**Public Comments:** No Comment. Present: Donna Armand and Reb Speare

**Approval of Minutes**

- The Board reviewed and adopted the Minutes of the May 15, 2018 meeting of the Chester Charter School for the Arts Board of Trustees subject to changes provided during review discussion.
  - Motion – Scott Beaumont
  - Second – Marilyn Henkleman

**President's Report**

Don Delson (President) –

- Reviewed the draft Board Meeting schedule for 2018-19
  - The Board came to consensus to accept the meeting schedule for 2018-19 school year
- Discussed that two grant applications that will be requested using CCSA as the named applicant rather than The Chester Fund
- Adopted motion to authorize the officers to execute and submit grant requests to the Foundation for Delaware County to support health science program and the matching grant for the endowment campaign
  - Motion – Scott Beaumont
  - Second – Joan Richards
- Adopted motion to elect officers for a one-year term beginning July 1<sup>st</sup>, 2018. The Board voted unanimously in support of the proposed slate of officers as follows:
  - President – Barbara Klock
  - Vice President – Marilyn Henkelmen
  - Treasurer – Scott Beaumont (re-elected)
  - Secretary – Ramona Jones

Ayes: 11 Nays: 0 Absent:1

- Adopted motion to consider the Appointment of Don Delson to a new 3-year term. The Board voted unanimously to approve
  - Ayes: 11 Nays: 0 Absent: 1

## **Financial Report**

Scott Beaumont (Finance Committee, Chair)

- Reviewed Balance Sheet, Cash Flow Statement and Preliminary Financial Report as of May 31, 2018.
- Shared that the 2% increases from the district that were initially built into projection model of the budget have not materialized.
- Discussed and reviewed the updated 2018-2019 Annual Budget with the adjustments to include the expansion of the dance studio, sport court expansion with safety wall and stage construction.
- Adopted motion to approve 2018-2019 Annual Budget
  - Motion – Dion Lewis
  - Second – Benjamin Berger
  - Board voted unanimously to approve
- Discussed a resolution to commit and restrict funds. The Board discussed that CCSA has received \$3.3 million from private charitable contributions.
- Adopted Motion to approve the preliminary 6/30/2018 Committed Fund Balance of \$3,100,000 and Restricted Net Position of \$2,400,000
  - Motion – Donald Delson
  - Second – Joan Richards
  - Board voted unanimously
- Shared highlights on the revisions to the lease to reflect repairs and replacements funds.
- Adopted motion to ratify the Second Amendment to the Lease, which Don Delson signed and fully executed on June 12, 2018
  - Motion – Marilyn Henkelmen
  - Second – Ramona Jones
- Adopted motion to approve the resolution to grant the President, Vice President and/or the board of trustees, power to open and close such bank accounts and update signature authority over such accounts. (See attached resolution)
  - Motion – Barbara Klock
  - Second – Joan Richards
    - Ayes: 11 Nays: 0 Absent: 1
- Highlighted positive financial results including solid enrollment and consistent, on time payments from the Chester Upland School District

## **School Report**

Akosua Watts (Head of School) –

- Shared school highlights and safety concerns
- Adopted motion to ratify the separation agreement for employee that had been signed and fully executed by Don Delson on May 24, 2018
  - Motion – Dion Lewis
  - Second – Scott Beaumont
- Shared highlights on new staffing positions and staffing shifts for the 2018-2019 school year

- Adopted motion to approve the staffing recommendations for new hires, resignations, position changes and non-renewals for the 2018-19 school year
  - Motion – Donald Delson
  - Second – Ramona Jones
    - Ayes:11 Nays: 0 Absent: 1
- Adopted motion to approve the Revised School Improvement Report
  - Motion – Donald Delson
  - Second – Marilyn Henkleman
    - Ayes:11 Nays: 0 Absent: 1
- Adopted motion to approve the resolution regarding Student 2017-1 to June 30, 2018
  - Motion – Donald Delson
  - Second – Joan Richards
- Adopted motion to approve resolution regarding student 2018-17
  - Motion – Don Delson
  - Second – Marilyn Henkleman
- Adopted motion to approve resolution regarding Student 217-18
  - Motion – Don Delson
  - Second – Marilyn Henkleman
- Adopted motion to approve resolution for Employee #
  - Motion – Don Delson
  - Second – Joan Richards

#### **President-Elect Report**

- Barbara Klock discussed new Board committee structures that she is exploring including facilities, academic excellence and safety
- Discussed the possibility of establishing task forces to focus on key issues including volunteer management and partnerships with outside organizations

#### **Facilities Report**

#### **Strategic Planning Report**

- No report

#### **Governance and Nominating**

- Discussion about the merging of the Governance/Nominating and Human Resources Committees will continue

#### **Academic Affairs**

- No report

#### **Human Resources**

- No Report

**Next Board Meeting:** Tues. August 21, 2018 at 7:00pm preceded by an Executive Session at 6:30pm

**Adjournment:** The meeting adjourned at 6:49pm