

CHESTER CHARTER SCHOOL FOR THE ARTS

BOARD OF TRUSTEES MEETING

6:30pm, Tuesday, May 21, 2019

Date of Approval: Tuesday, June 18, 2019

**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 21, 2019. The meeting convened at 7:00pm. 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 Barbara Klock, Don Delson, Ellen Milgrim, Marilyn Henkelman (ph), Ian Wilcox, Dion Lewis, Joan Richards (ph), Steve Piltch (ph) Scott Beaumont, Alice Turbville, Ramona Jones, and Head of School Akosua Watts. Absent: None

**Public Comments:** Public: No Comment.

**Approval of Minutes**

- The Board reviewed and adopted the minutes of the March 19, 2019 meeting of the Chester Charter School for the Arts Board of Trustees subject to changes provided during review discussion.
  - Motion – Don Delson
  - Second – Ian Wilcox
    - Ayes: 11 Nays: 0 Absent: 0
  
- The Board reviewed and adopted the minutes of the April 15th, 2019 special meeting of the Chester Charter School for the Arts Board of Trustees subject to changes provided during review discussion.
  - Motion – Don Delson
  - Second – Ellen Milgrim
    - Ayes: 11 Nays: 0 Absent: 0

**President's Report**

Barbara Klock (President) –

- Introduced Alice Turbville to the Board of Trustees as a Board Committee Member
- Adopted Motion to appoint Alice Turbville to the Board of Trustees and Finance Committee Chair
  - Motion – Don Delson
  - Second – Dion Lewis
- Alice recited the swearing oath as a newly appointed Trustee
- Moment for Mission – Shared highlights of the showcase to highlight Arts Integration
- Shared that she will be attending a hearing concerning the state Receivership of CUSD
- Informed Board of Pennsylvania Charter school topics including House education committee requirements and processes

## **Governance and Nominating**

Dion Lewis (Governance and Nominating Committee, Chair)

- Shared CCSA Board self-assessment survey and the Individual Board Member Self Evaluation
- Discussed overview of Board Conversations including the following topics:
  - Team Building exercises
  - Committees and how they are function
  - Calendar of scheduled committee meetings
  - Invite CCSA board members to give tours to prospective donors
  - Proposed idea of a Board Day
  - Recruit a Chester Community Member to Board
  - Calendar of CCSA board events

## **Academic Excellence**

Marilyn Henkelman (Academic and Excellence Committee, Chair)

- No Report

## **Financial Report**

Scott Beaumont (Finance Committee, Chair)

- Provided overview and context to the FY 2020 Annual Budget
  - Improve education outcomes by increasing the math proficiency
  - Increase enrollment, increase class size from 25-26 students to initiate revenue improvements in advance of bond principal payments required in the near future
  - Additional TCF fundraising/campaigns in order to increase Annual Contribution from TCF to CCSA to \$800,000
  - No capital projects for the upcoming budget year
- Discussed projected forfeiture rate to be applied to the budgeted 403b Expenditures in the FY 2020 budget
- Discussed the 8 year financial projections for CCSA
- Reviewed Balance Sheet, Cash Flow Statement and Preliminary Financial Report as of April 30, 2019

## **School Report**

Akosua Watts (Head of School)

- Shared the 2 versions of the new CCSA logo for the final approval from the Board
- Discussed Objectives for Educational Improvements for the 2019-2020 academic year
  - Improve Math Proficiency
  - Strengthen Middle School Program and Arts Integration for all Grades
  - Strengthen High School & Post-Secondary program
  - Fortify Special Education
- Shared and discussed the Organizational Chart for 2019-2020 school year
- Shared Draft Budget FY2020
  - Increase enrollment, increase class size from 25-26 students,
  - Work to advocate for an increase in the annual per student reimbursement rate
  - Staff Summary and additions made to staff
  - Health Insurance increase to 10%
  - Special Education spending Budget to increase

- The Board Discussed and voted on *Resolution Regarding Student Matter 624-18*
  - Motion – Ian Wilcox
  - Second – Ramona Jones
    - Ayes: 11 Nays: 0 Absent:0
- The Board Discussed and voted on *Resolution Regarding Student Matter 750-18*
  - Motion – Ellen Millgrim
  - Second – Don Delson
    - Ayes: 11 Nays: 0 Absent:
- The Board Discussed and voted on *Resolution Regarding Student Matter 2018-2019-2*
  - Motion – Don Delson
  - Second – Scott Beaumont
    - Ayes: 11 Nays: 0 Absent:
- The Board Discussed and voted on *Resolution Regarding Student Matter 2019-1*
  - Motion – Don Delson
  - Second – Ian Wilcox
    - Ayes: Nays: 0 Absent:
- The Board Discussed and voted on *Resolution Regarding Student Matter 313-18*
  - Motion – Barbara Klock
  - Second – Don Delson
    - Ayes: Nays: 0 Absent:

**Motion to Adjourn**

- Motion – Don Delson
- Second – Dion Lewis
  - Ayes: 11 Nays: 0 Absent: 0

**Next Board Meeting:** Tuesday, June 18, 2019 at 7:00pm preceded by an Executive Session at 6:30pm

**Adjournment:** The meeting adjourned at 8:11pm

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Rachel Cameron, (serving as Secretary)