

CHESTER CHARTER SCHOOL FOR THE ARTS

BOARD OF TRUSTEES MEETING

6:30pm, Tuesday, April 21, 2020

Date of Approval: May 19, 2020

**Call to Order:** The Board of Trustees for the Chester Charter Scholars Academy held a public Board Meeting in Chester, PA on April 21, 2020. 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 (ph.), Don Delson (ph.), Marilyn Henkelman (ph.), Ellen Milgrim (ph.), Alice Turbville (ph.), Ramona Jones (ph.), Ian Wilcox (ph.), Ben Berger (ph.), and Head of School Akosua Watts (ph.). Absent: Dion Lewis, Joan Richards

**Public Comments:** Chris Hanlon, Executive Director of CCSA Foundation

**President's Report**

Barbara Klock (President)

- Provided insight the on COVID 19 and how the school has been handling the changes
- Introduced Chris Hanlon as the new CCSA Foundation Executive Director

**Financial Report**

Alice Turbville (Finance Committee, Chair)

- School applied and was granted a forgivable loan (paycheck protection program, or PPP) as part of the Federal CARES Act; the federal loan provides payroll and funding for some direct expense (utilities, rent). It is forgiven, if used within the 8 weeks following the loans disbursement and no decrease in staff headcount during that time. The interest rate of 1% applies for any non-forgiven balance.
  - Discussed the benefits the loan program and the potential accounting treatment and impact on the current year's cash flow.

**School Report**

Akosua Watts (Head of School)

- Shared school highlights including:
  - Updates about the current situation;
    - Active instruction happening; all staff members are "on call"
    - School-wide platform for online instruction continues to be utilized
      - Attendance is being taken everyday;
      - Students can receive credit for watching the recorded lesson
        - Watch the lesson and complete the assignment

- Parent sends email/message that child watched lesson
- Grades K-1 shows if student accessed the lesson
- Virtual afterschool program will be starting
- Additional support and instruction for Special Education will be ongoing
- 9<sup>th</sup> grade summer bridge transition program will be virtual
- Seniors are continuing post-secondary work
  - Arts Electives are a required credit for graduating Seniors
- Every Monday Breakfast and Lunch meals are available for students for pick up
- Discussed potential dates for Prom August 3, 2020 and Graduation August 7, 2020
  - Continue to Monitor the situation before communicating to students/families
- Shared ideas and concerns about student retentions for next year
- Barbara asked Mrs. Watts to share the Big picture ideas for the future of the school
  - Board advised a COVID Leadership plan in place in event Mrs. Watts becomes incapacitated.

**Motion to Adjourn**

- Motion – Don Delson
- Second – Barbara Klock
  - Ayes: 9                      Nays: 0                      Absent: 2

**Next Board Meeting:** Tuesday, May 19, 2020 at 7:00pm preceded by Executive Session at 6:30pm

**Adjournment:** The meeting adjourned at 8:24pm

Rachel Cameron, (serving as Secretary)