

**Mariana Bracetti Academy Charter School**  
Board of Trustees  
September 5, 2018 at 6:00 PM  
Annual Meeting  
1840 Torresdale Avenue - Philadelphia, PA 19124

**Present:** Arlene Holtz, Jenee Chizick, Tara Smith (via phone), Ana-Rita Mayol, Aisling Murphy, Jorge Santiago, Celeste Hagerty

**Not Present:** Tracy-Elizabeth Clay, Ansil Melendez, Carrie Nase-Poust

**The Board met in Executive Session at 5:30 to discuss a confidential staffing matter**

**Jenee Chizick calls the meeting to order at 6:35 PM**

**I. Routine Business**

**a. Approval of 6/13/2018 Minutes**

Aisling Murphy moves to approve the minutes from the 6/13/18 meeting. Jorge Santiago seconds the motion, all vote in favor.

*Motion: Aisling Murphy*

*Second: Jorge Santiago*

*Ayes: AH, JC, TS, ARM, AM, JS, CH*

*Nays: None*

**b. Approval of 9/5/18 Agenda**

Aisling Murphy moves to approve 9/5/18 Agenda. Jorge Santiago seconds the motion, all vote in favor.

*Motion: Aisling Murphy*

*Second: Jorge Santiago*

*Ayes: AH, JC, TS, ARM, AM, JS, CH*

*Nays: None*

**II. Public Comment**

None

**III. Oral Reports**

**a. Budget to Actuals**

Angela Villani presents the financial report as of June 30, 2018. The school is currently being audited. The school ended the year approximately \$293,000 to the good. The current school year budget will need to be amended due to changes that occurred over the summer.

**b. Achievement**

Jana Somma presents the PSSA raw data and PSSA results as compared to PVAAS projections.

**c. Enrollment**

Angela Villani states that the school as approved to add an additional 100 students over the next 4 years, and so our new enrollment cap for the 2018-19 school year is 1,180. Our target enrollment total for the beginning of the school year is 1,245, and we currently have 1,224 students enrolled.

#### **IV. Action Items**

##### **a. Approval of Staffing Report**

Jorge Santiago moves to approve the staffing report as presented in executive session. Aisling Murphy seconds the motion, all vote in favor.

*Motion: Jorge Santiago*

*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Aisling Murphy*

*Nays: None*

##### **b. Ratification of 2017-18 Annual Report**

Angela Villani states that the Annual Report was completed and submitted by the August 31<sup>st</sup> deadline, and was reviewed by Arlene prior to submission. Celeste Hagerty moves to ratify the 2017-18 Annual Report. Jorge Santiago seconds the motion, all vote in favor.

*Motion: Celeste Hagerty*

*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Jorge Santiago*

*Nays: None*

##### **c. Approval of 2018-2019 Board Meeting Dates**

Arlene Holtz moves to approve the 2018-2019 Board Meeting Dates. Jenee Chizick seconds the motion, all vote in favor.

*Motion: Arlene Holtz*

*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Jenee Chizick*

*Nays: None*

##### **d. Approval of Lease Reimbursement Application**

Jenee Chizick moves to approve the Lease Reimbursement Application. Jorge Santiago seconds the motion, all vote in favor.

*Motion: Jenee Chizick*

*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Jorge Santiago*

*Nays: None*

##### **e. Approval of Jani King Custodial Contract**

Aisling Murphy to approve the Jani King Custodial Contract in the amount of \$105,660. Celeste Hagerty seconds the motion, all vote in favor.

*Motion: Aisling Murphy*

*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Celeste Hagerty*

*Nays: None*

##### **f. Approval of Reconfirmation of Board Officers**

Aisling Murphy moves to approve the reconfirmation of board officers. Celeste Hagerty seconds the motion, all vote in favor.

*Motion: Aisling Murphy*  
*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Celeste Hagerty*  
*Nays: None*

**g. Approval of Learning Loop Invoice**

Celeste Hagerty moves to approve the Learning Loop Invoice in the amount of \$16,000. Aisling Murphy seconds the motion, all vote in favor.

*Motion: Celeste Hagerty*  
*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Aisling Murphy*  
*Nays: None*

**h. Approval of Updated Student Handbook**

Angela Villani presents the changes made to the 2018-19 student handbook. The changes made reflect best practices as recommended by the SDP Charter School Office. Ana-Rita Mayol moves to approve the updated student handbook. Jorge Santiago seconds the motion, all vote in favor.

*Motion: Ana-Rita Mayol*  
*Ayes: AH, JC, ARM, AM, JS, CH*

*Second: Jorge Santiago*  
*Nays: None*

**V. Informational Items**

Angela Villani states that the school would like to continue the process of updating the salary schedule, reviewing the salary caps, and implementing a salary step program. The recommendation is to re-instate the compensation committee.

Additionally, Arlene Holtz recommends the creation of a diversity committee to review best practices at the school.

Arlene motions to adjourn the meeting, Jorge Santiago seconds the motion, and the meeting is adjourned.