

**YouthBuild Philadelphia Charter School
Board of Trustees Meeting
Virtual Meeting via Zoom
June 5th, 2020
9:00-11:00 am**

MINUTES

Present: Tim Daniel, Graham Brent, Erin Horvat, Sam Olshin, Jim Mergiotti, Keith Anderson, Nicole Connell, , Melanie McCottry, Kiley Smith Kelly, Charles Esser, Marty Brigham, Jim Multari, Jared Farbman, Scott Lillis, Khalilah Lawson, Tiffany Talley-Baines, Darrell Davis, Sai Yerrapathruni, David Thomas

Absent: None

Staff: Scott Emerick, Adesanya Karade, Meredith Molloy, Allison Predjulek, Brian Leffler, Dannyelle Austin, Jenna Dougherty

Processing YBP Response to Racist Police Violence and Murder

- Conversations with students & staff
- Actions that YB as a community can take (i.e. march, etc)
- Board to have separate space to continue discussion & sharing

Board Votes

- **Motion** by Marty Brigham to approve FY 2020 -2021 Board Calendar. Second by Chuck Esser, the motion **unanimously approved.**
 - Going to add in additional touch points between formal meetings
- **Motion** by Khalilah Lawson to approve Student Health Policy. No substantive change, update required by school code. Second by Jim Mergiotti, the motion **unanimously approved.**

Updates on Budget Adjustments and Finances

- School and Staffing Updates and Impact
 - Combination of COVID-19 and impact on funding sources and school district rates/funding
 - Providing support for those that were laid off (job support, severance, end date July 15)
 - Setting up for long term sustainability while also ensuring we achieve our mission
 - Recruitment for FY21 – now named Year 0
 - Still conducting panels, interviews, etc. online
 - Forums to discuss vocation opportunities prior to joining YB
 - 200 applicants in first month
 - Less applicants over last 5 weeks, due to COVID-19

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- April Updates
 - Increase in cash due to the receipt of the PPP loan
 - Increase in revenue due to some unbudgeted contribution
 - Decrease in expenses due to COVID and non-spending on activities
- Approval Vote – FY 2020-2021 Proposed Budget
 - Adesanya Karade reviewed the FY20 projections & FY21 budget
 - Roll over of activities/events into FY21 due to the closures
 - Reduced expenses to achieve balanced budget
 - Mission aligned, still providing quality services to students
 - Conservative as it comes to revenue & expectations
 - Unrestricted includes donations, United Way, Nutritional Development, Interest Income, Ready to Learn
 - **Possibly submit for reimbursement to FEMA for PPE & COVID related supplies**
 - Currently working with the OIC on reopening and costs we will need to incur
 - **Motion** by Tim Daniel to approve FY 2020 - 2021 Proposed Budget. Second by Khalilah Lawson, the motion **unanimously approved**.

Re-opening Strategy Committee

- Still many variables associated with the re-opening, planning for re-opening at some point in July for staff
- Hybrid learning model to include in-person & online options
- Weekly updates at staff meetings & SLT meetings
- Board members with interest to help be a part of the planning, Melanie McCottrey and Erin Horvat
- Plan for vocational site work – will be on worksite 2 days a week in small numbers (hybrid model)

Facilities - OIC updates

- OIC will no longer be providing cleaning services included in rent and we will need to pay for cleaning moving forward.
- Working on legal ramifications with OIC & the lease (5 years left on lease)

Facilities - Building search updates

- Callowhill Partners chosen as Financial Advisors.
 - They have experience with Charter Schools
 - They are reviewing financials and will work with Finance Committee to present to the Board

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- Capital Campaign – Update from Kiley & Meredith
 - Sent out RFP to 4 or 5 contacts
 - Received back 4, Fundraising Committee (with help of Sai) will select those for in person presentations
 - Plan to have decision by end of June (should still be on track for timing)
- Spaces – Update from Sam
 - Still working with the Flynn Group
 - Front runner location 2309 N. Broad property
 - Building with an empty lot in the back – how can we use this space?
 - Sports area/recreation, apartments, etc
 - Building is currently gutted, a lot potential for customization
 - YB students help with construction for worksite experience
 - Purchased price & build = approximately \$13M (building only, not vacant lot)

Board Functioning in New Reality

- Board engagement
 - Continue with racial identity work
 - Hold additional meetings between formal board meetings
 - Identifying & engaging prospective board members, continuing recruitment
 - Taking care of one another as a Board
- Secretary Recruitment
 - Juanita Miller has transitioned from YouthBuild and Jenna Dougherty assumed new role of Business Administrator and will provide less support to Governance Committee
 - Board Secretary to assist with Governance Committee
- HR Committee Update
 - Close to filling Senior Director of HR position
 - Update from Tiffanie – she will be stepping down as Chair. Looking for Chair/CO-Chair. She will still be active within the committee
- Board Retreat
 - Having components of Board Retreat (via several Zoom meetings)
 - Still accomplish the goals of the retreat in a virtual setting

Good News

- YB PA Coalition – virtual day on Wednesday
 - Attended by numerous Board members
 - Supporters in the State House spoke along with student speaker Kaeem Baker
- Charter School Reauthorization
 - Selected as 1 of 2 for early approval in November

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- May Fundraising Event
 - Reached fundraising goal (\$35k)
 - Great energy and leadership in virtual spaces
- Other Appreciations and celebrations

Adjournment

- **Motion** by Tim Daniels to adjourn. Second by Chuck Esser, **unanimously approved.**