

**YouthBuild Philadelphia Charter School
Board of Trustees Meeting Minutes
August 6, 2021
9:00 - 11:00 AM
Virtual via Zoom**

Present: Graham Brent, Kiley Smith Kelly, Scott Lillis, Chuck Esser, Sai Yerrapathruni, Nicole Connell, Dave Thomas, Keith Anderson, Jared Farbman, Melanie McCottry, Darrell Davis

Staff: Dannyelle Austin, Scott Emerick, Theo Molloy, Allison Predjulek, Jenna Dougherty

Absent: Erin Horvat, Alicia Smith

Guests: Carneisha Kwashie, Zack Vingulet, John Gallery

Welcome & Approval of Minutes

- **Motion** by G. Brent to approve **June meeting minutes**. Second by C. Esser, motion **unanimously approved**.

Policy Approvals and Resolution

- **Motion** by K. Kelly to approve **Gift Acceptance Policy**. Second by S. Yerrapathruni, motion **unanimously approved**.
- **Motion** by C. Esser to approve **Charter School Reauthorization**. Second by G. Brent, motion **unanimously approved**.
- **Motion** by G. Brent for **Resolution recognizing the HR Committee as a standing committee**. Second by S. Yerrapathruni, motion **unanimously approved**
- **Motion** by D.Thomas to approve **Student Handbook updates**. Second by N. Connell and abstention by C. Esser. Motion **approved**.
- **Motion** by G. Brent to approve updated **Admissions Policy**. Second by D. Thomas, motion **unanimously approved**.
- **Motion** by C. Esser to approve updated **Parent Involvement Policy**. Second by J. Farbman, motion **unanimously approved**.
- **Motion** by S. Yerrapathruni to approve Emergency Instructional Time updates. Second by N. Connell, motion **unanimously approved**.
- **Motion** by J. Farbman to approve updated **Finance Policies**. Second by G. Brent, motion **unanimously approved**.
- **Motion** by C. Esser to approve updated YB Employee Handbook. Second by S. Lillis, motion **unanimously approved**.

Elections

- **Nomination** of Kiley Smith Kelly to serve as Board Vice Chair. **Motion** by S. Yerrapathruni, second by C. Esser. Motion **unanimously approved**.
- **Motion** by C. Esser to extend service for Keith Anderson for a three year term. Second by D. Thomas, motion **unanimously approved**.
- **Motion** by N. Connell for election of new members Carniesha Kwashie and Zachary Vigneault for one year of Board service. Second by K. Kelly, motion **approved**.

Preparing for Outstanding 2021-2022 Program Year

- Health & Safety Updates
 - Highlights of COVID safety policies and protocols for staff and students
 - Academics and workforce will be in person with staff and students following social distancing guidelines and mandatory mask policy
- Review of Data highlights and creation of Program Playbook
- Updates for the 2021-2022 school year include inclusive language updates to Student handbook, VR lab for construction tracks, and continuation of Child and Youth Care track and certification.

Facilities Updates

- Friends of YouthBuild Updates with J. Gallery and explanation of new approach for building purchase.
 - **Motion** by S. Lillis for a vote on the new building purchase approach recommended by Friends of YouthBuild Board and Facilities Committee. Second by K. Kelly, motion unanimously approved.
- Capital Campaign highlights and progress towards fundraising goal
- Updates on steps towards new building purchase and financing
- **Motion** by S. Lillis for a Board vote to continue moving forward with the new building purchase. Second by G. Brent, motion unanimously **approved**.

HR Committee

- Review of HR report emailed to the Board for review.
- Staff transition updates and plans towards recruitment and retention
- Learning Exchange update
 - Dissolution of the Learning Exchange and transition of Director due to lack of funding
 - Huge appreciation to Learning Exchange, its mission, and former Director.

Governance Committee

- Review of committee report provided with Board Materials.
- Welcome to new Board Members and plans for upcoming Orientation

Development Committee

- End of Year Fundraising update
 - Annual Giving, Board Giving, United Way, Student Support Fund, and Fundraising Event amounts each surpassed the goal for the year.
- Special shout out to each member of the Board for their financial contributions but also an urging for board members to contribute their time as well and attend functions and events for YouthBuild

Closing

- Graduation Invitation for all Board Members. Graduation is outdoors this year at the Dell Music Center on August 20th at 10:00 am.