Commonwealth Charter Academy (CCA)
MINUTES OF THE BOARD OF TRUSTEES MEETING
January 15, 2020 at 8:30 AM

Held at the following location:

One Innovation Way, Harrisburg, PA 17110

I. Call to Order

Mr. Dyer called the meeting to order at 8:30 a.m. when all participants were present and able to hear each other.

II. Roll Call

Board Members Present: Lil Jackson, Jeffrey Piccola, Lori Renne (In Person); Marcie Mulligan, Rob Barr (Via phone) Chris Choi, Ralph Dyer (Via Video).

Guests in Person: Maurice Flurie, President and CEO; Tom Longenecker, President and CEO-Elect; Roberto Datorre, Christine Hakes, Tim Eller, Christy Sink, Jennifer Clarke, Natasha Shane, Bryon Klingel, Adam Fraser, Jim Skinner, Paulie Zozos, Joyce Good, Sharon Pallotta, School Staff; Phil Murren, Katherine Fitz-Patrick, Board Counsel; Mary Price, Cheyenne Sauder.

III. Executive Session

The Board entered into Executive Session at 8:30 a.m. Executive Session was held to discuss Special Education matters, Right to Know issues, litigation updates and property discussions.

The following Action Items resulted from Executive Session:

Action Item f. Approval of Special Education settlement as discussed in Executive Session.

Action Item g. Approval to authorize Board Chair, CCA President and CEO and Board Counsel to make an offer on Johnstown property not to exceed dollar amount stipulated in Executive Session.

Action Item h. Approval to transfer up to 8 million dollars to an escrow account for tenant improvements to the homestead waterfront property.

Action Item i. Approval to authorize Board Chair, CCA President and CEO and Board Counsel to commence negotiations and enter into purchase agreement for property discussed during Executive Session.

Action Item j. Approval to appeal the Office of Open Records decision in regards to Spicka decision.

k. Approval of LearningMate contract to conduct a discovery investigation into edio not to exceed $43,080.00 pending Counsels final review.

Executive Session Ended at 10:20 a.m.

The Board entered into Public Session at 10:31 a.m.

IV. Approval of Agenda – R. Dyer

Mr. Dyer informed the Board that the agenda was amended to include the following Action Items from Executive Session:

Action Item f. Approval of Special Education settlement as discussed in Executive Session.

Action Item g. Approval to authorize Board Chair, CCA President and CEO and Board Counsel to make an offer on Johnstown property not to exceed dollar amount stipulated in Executive Session.

Action Item h. Approval to transfer up to 8 million dollars to an escrow account for tenant improvements to the homestead waterfront property.

Action Item i. Approval to authorize Board Chair, CCA President and CEO and Board Counsel to commence negotiations and enter into purchase agreement for property discussed during Executive Session.

Action Item j. Approval to appeal the Office of Open Records decision in regards to Spicka decision.

Action Item k. Approval of LearningMate contract to conduct a discovery investigation into edio not to exceed $43,080.00 pending Counsels final review.

Mr. Dyer asked the Board if there were any other changes to be made to the Agenda. There being no further items to discuss, a motion was made by Mr. Piccola and seconded by Ms. Renne as follows:

RESOLVED, that the Agenda for the January 15, 2020 meeting of the Commonwealth Charter Academy Board of Trustees as amended, is hereby approved.

The motion passed unanimously.

V. Approval of Consent Items – R. Dyer

Mr. Dyer asked the Board if there were any items from the Consent Items they wanted moved to Action Items for discussion, or tabled. Mr. Piccola asked to abstain from voting on the Consent Items as he is a member of the

Salvation Army Harrisburg Board of Trustees. There being no further items to discuss, a motion was made by Ms. Jackson and seconded by Mr. Barr as follows:

RESOLVED, the Consent Items:

a. Approval of Minutes from November 13, 2019 Board Meeting
b. Approval of Board Payables
c. Approval of Staffing Report
d. Approval of Philadelphia Center City Lease Extension
e. Approval of Harrisburg Capital Region 2020 Salvation Army sponsorship
f. Approval of 2020-2021 Memorandum of Understanding for TransPerfect Translation Services
g. Approval of Shutterstock Master Services Agreement.

The motion passed with 6 affirmative votes and one abstention.

VI. Approval of Action Items

a. Approval of Sunburst Property Management Construction Contract for Allentown Family Service Center

There being no further discussion, a motion was made by Mr. Piccola and seconded by Ms. Jackson as follows:

RESOLVED, the Sunburst Property Management Construction contract for Allentown Family Service Center is hereby approved.

The motion passed unanimously.

b. Approval of CCA 2020-2021 School Calendar

There being no further discussion, a motion was made by Ms. Renne and seconded by Ms. Jackson as follows:

RESOLVED, the CCA 2020-2021 School Calendar is hereby approved.

The motion passed unanimously.

c. Approval of CCA 2020-2021 Twelve Month Employee Holiday Calendar

There being no further discussion, a motion was made by Ms. Jackson and seconded by Mr. Barr as follows:

RESOLVED, the approval of the CCA 2020-2021 Twelve Month Employee Holiday Calendar is hereby approved.

The motion passed unanimously.

d. Approval of purchase of Sarah Powell Services and Master Service Agreement for video creation services

Mr. Datorre discussed this action item with the Board and informed the Board that the videos will aid CCA students and parents with math.

There being no further discussion, a motion was made by Mr. Piccola and seconded by Ms. Renne as follows:

RESOLVED, the purchase of Sarah Powell Services and Master Service Agreement for video creation services is hereby approved.

The motion passed unanimously.

e. Approval of CCA amended By-laws

Mr. Dyer informed the Board that CCA's Board operates from the Modern Rules of Order and that the revision of the CCA By-laws corresponds with the most recent edition of the Modern Rules of Order. He further informed the Board that due to the revisions, a proxy may now be communicated orally in addition to a written proxy.

There being no further discussion, a motion was made by Ms. Jackson and seconded by Mr. Piccola as follows:

RESOLVED, the CCA amended By-laws are hereby approved.

The motion passed unanimously.

f. Approval of Special Education settlement offer as discussed in Executive Session.

There being no further discussion, a motion was made by Ms. Jackson and seconded by Mr. Piccola as follows:

RESOLVED, the Special Education settlement offer as discussed in Executive Session is hereby approved.

The motion passed unanimously.

g. Approval to authorize Board Chair, CCA President and CEO and Board Counsel to make an offer on Johnstown property not to exceed dollar amount stipulated in Executive Session.

There being no further discussion, a motion was made by Mr. Piccola and seconded by Ms. Jackson as follows:

RESOLVED, the approval to authorize Board Chair, CCA President and CEO and Board Counsel to make an offer on Johnstown property not to exceed dollar amount stipulated in Executive Session is hereby approved.

The motion passed unanimously.

h. Approval to transfer up to 8 million dollars to an escrow account for tenant improvements to the homestead waterfront property.

There being no further discussion, a motion was made by Ms. Renne and seconded by Mr. Piccola as follows:

RESOLVED, the approval to transfer up to 8 million dollars to an escrow account for tenant improvements to the homestead waterfront property is hereby approved.

The motion passed unanimously.

i. Approval to authorize Board Chair, CCA President and CEO and Board Counsel to commence negotiations and enter into purchase agreement for property discussed during Executive Session.

There being no further discussion, a motion was made by Mr. Piccola and seconded by Ms. Jackson as follows:

RESOLVED, the approval to authorize Board Chair, CCA President and CEO and Board Counsel to commence negotiations and enter into purchase agreement for property discussed during Executive Session is hereby approved.

The motion passed unanimously.

j. Approval to appeal the Office of Open Records decision in regards to Spicka decision.

There being no further discussion, a motion was made by Mr. Piccola and seconded by Ms. Jackson as follows:

RESOLVED, the approval to appeal the Office of Open Records decision in regards to Spicka decision is hereby approved.

The motion passed unanimously.

k. Approval of LearningMate contract to conduct a discovery investigation into edio not to exceed $43,080.00 pending Counsel's final review.

There being no further discussion, a motion was made by Ms. Renne and seconded by Mr. Piccola as follows:

RESOLVED, the approval of LearningMate contract to conduct a discovery investigation into edio not to exceed $43,080.00 pending Counsel's final review is hereby approved.

The motion passed unanimously.

VII. Oral Reports

a. President/CEO Report

i. Legislative Update

Dr. Flurie informed the Board that he will testify on Tuesday, January 21, 2020 at the House Education Committee hearing on House Bill 1897.

Dr. Flurie informed the Board that PA Biotechnology Center of Bucks County and two representatives from the World Bank toured the Agworks at CCA. He informed the Board that CCA has been offering support to the West Shore School District in the field of aquaponics.

Dr. Flurie informed the Board that York City School District's third and fourth graders will visit Agworks at CCA on January 16 and 17.

Dr. Flurie informed the Board that the PA Coalition is planning to expand the 143K and Rising program.

ii. Outreach Update

Mr. Eller reviewed the CCA Class of 2019 list of accepted colleges with the Board.

Mr. Eller informed the Board that Governor Wolf will deliver his budget address on February 4, 2020.

Mr. Eller informed the Board that National School Choice week will take place during the last week of January and that CCA families may attend events hosted by CCA in Allentown and Pittsburgh. He also informed the Board that the Lancaster Delegation of the House Republican caucus will visit CCA on March 23 at 10:30 a.m.

Mr. Eller discussed the Martin Luther King (MLK) Day of Service event with the Board. He informed the Board that the event will be open to the public and will take place at CCA on January 21, 2020 from 9 a.m. to 1 p.m and that CCA families and students are invited. Representative Patty Kim recommended CCA for the site of the 2020 MLK Day of Service event.

iii. Enrollment Update

Ms. Clarke informed the Board that CCA's enrollment is currently 10,280.

b. CEO-Elect Report

i. Mr. Longenecker informed the Board that he will submit a written Focus Performance Objective (FPO) update to the Board in February.
   a. FPO #1 - Mr. Longenecker reported that CCA intends to perform a deeper study into CCA's iReady results. The iReady results will be utilized to better individualize student learning.
   b. FPO #2 – Mr. Longenecker reported that CCA is in the process of developing additional Family Service Centers. He reported that the Regional Executive Director position description is finalized.
   c. FPO #3 - Mr. Longenecker informed the Board that he and Roberto Datorre reached out to several autism awareness organizations for partnerships and will inform the Board as updates develop.
   d. FPO #4 – Mr. Longenecker reported that all CCA Vice Presidents are working on departmental evaluations. He reported the reorganization of the Learning Department and the Special Education Department is ongoing.

ii. Mr. Longenecker informed the Board that the Facilities report was inadvertently omitted from the Board packet. He directed the Board to the paper copies and emailed copy of the Facilities report as he reviewed the report with the Board.

iii. Mr. Klingel informed the Board that the edio core 3 deliverable will be released on February 1, 2020.

Mr. Longenecker briefed the Board on CCA's meeting with LearningMate in Mumbai, India.

c. Financial Reports

i. Ms. Hakes reviewed the financial statements with the Board and informed them that the audit will be included with the February board packet.

VIII. Information Items

Mr. Dyer informed the Board of the audit presentation on January 24, 2020 in the CCA Board room at 9 am.

Mr. Dyer informed the Board of the iNACOL conference and the Digital Learning Annual Conference (DLAC) available to CCA Board members.

Mr. Dyer informed the Board members of the potential conflict between the June Board meeting and the CCA graduation ceremonies and informed the Board that a motion to change the June Board meeting date will be added to the February 12, 2020 Board meeting agenda.

Mr. Piccola informed Mr. Dyer that he is unable to attend the February Board meeting.

IX. Board Trustee Comments

There were no other Board Trustee comments.

X. Adjournment and Next Meeting Date February 12, 2020 at 8:30 AM

Mr. Dyer inquired if there was any other business or discussion. There being no further business or discussion, he noted that the next Board meeting is scheduled for February 12, 2020 starting with an Executive Session. The Board being at the end of its agenda, the meeting adjourned at 11:33 AM.

Sharon Pallotta, Assistant Secretary