

LINCOLN CHARTER SCHOOL
MEETING OF THE TRUSTEES
Thursday, June 4, 2020
“Our Schools, One Team, One Vision”

1.0 CALL TO ORDER

A meeting of the Lincoln Charter School Board of Trustees convened at Lincoln Charter School on June 4, 2020. Ms. Edquina Washington, Board President called the meeting to order at 6:12 P.M. (The official board meeting was streamed live on Facebook and YouTube)

2.0 ROLL CALL/ATTENDEES

The following board members were in attendance: Board Members: Renitta Franklin, Marie Burgos, Julie Swope and Kyle Moore

The following are LCS Mandated Staff and guests whom were in attendance: Leonard Hart, Anne Clark, Akilah Hawkins, Shante Smith, Ariel Carrasquillo, Kristin Sipe, Adam Dively, Solita Day, Ginny Smeltzer, Patricia Hennessy and Tom Taylor

4.0 PUBLIC/STAFF COMMENTS

None

5.0 APPROVAL

1. Be it resolved to approve the minutes from the May 7, 2020 board meeting. A motion was made by Marie Burgos and seconded by Julie Swope, and unanimously approved by the Board Roll Call.
2. Be it resolved to approve the ROAR for Learning Summer program to run from June 22-July 31, 2020. A motion was made by Renitta Franklin and seconded by Kyle Moore, and unanimously approved by the Board Roll Call.
3. Be it resolved to approve the additional summer seasonal workers (2) for technology & (2) for maintenance programs to run from June 8-July 31, 2020. A motion was made by Kyle Moore and seconded by Marie Burgos, and unanimously approved by the Board Roll Call.
4. Be it resolved to accept and approve the 2020-2021 School-wide budget as presented by Tom Taylor of Repice & Taylor, Dr. Leonard S. Hart CEO, and Vanessa Cusaac Business Manager. A motion was made by Julie Swope and seconded by Marie Burgos, and unanimously approved by the Board Roll Call.

5. Be it resolved to allow the YMCA of York City & County to utilize space in campus B during the summer from June 22-July 31, 2020. A motion was made by Julie Swope and seconded by Renitta Franklin, and unanimously approved by the Board Roll Call.
6. Be it resolved to accept & approve the offer of employment letters for teachers, faculty, & staff for the 2020-2021 school year. A motion was made by Julie Swope and seconded by Renitta Franklin, and unanimously approved by the Board Roll Call.
7. Be it resolved to approve the payment for the Lincoln Charter School endowment and/or holding company for the required paperwork needed to obtain the 501c3 on the state and federal levels not to exceed the amount of \$5000. A motion was made by Renitta Franklin and seconded by Julie Swope, and unanimously approved by the Board Roll Call.
8. Be it resolved to approve the revised Leasing Agreement for Campus B for the 2020-2021 school year. * ITEM WAS TABLED UNTIL NEXT BOARD MEETING*
9. Be it resolved to approve the financial statements dated May of 2020. A motion was made by Marie Burgos and seconded by Julie Swope, and unanimously approved by the Board Roll Call.

5.0 DISCUSSION ITEMS/NEW BUSINESS

- Tom Taylor gave a detailed presentation in regards to Lincoln Charter School wide proposed budget for 2020/2021 version 2, which included 932 students. The only change from the budget version that was shown last month is expenses went up. Leadership bonuses needed to be added and a reduction to building B's technology expense. This would be the worst case scenario budget and still have a balanced budget in regards to expenses.
- Ms. Clark gave an update on Covid-19 emergency management plan. Explaining that this week they have been working from the LCS restorative plan scenario 1 which focuses on closing out the current school year. It is a break down for staff, students and parents of protocols, safety concerns, arrival, e.t.c. The next scenario is for the extension of the food service program which will run through August and hours have been extended to 1pm. The entire food service team is back now so we will be transitioning over the next two weeks from staff serving to the food service team. The third scenario explains the August comeback scenario. Mr. Hart reminds all that the COVID-19 emergency management plan is a working document that covers everything from emergency

management, curriculum, retry of students, e.t.c We will be reviewing and making updates as protocol and conditions change. The team continues to work hard to try and bring a sense of new normal to all.

Mrs. Franklin asks about implementing uniform masks for students upon their August comeback. Mrs. Clark replied that most of the states are saying that students do not have to wear masks unless the parent would like them to and recommend that all staff must wear masks. Mr. Hart announces that the school has masks, thermometers, and hand sanitizers, so most of the things that the CDC are recommending we already had in place. We have been using our CARES money to make sure we put a lot of the emergency management into place as of right now.

Mr. Hart acknowledges that Mr. Wendall Harper and Mrs. Anne Clark will be designated as the emergency management directors for LCS.

- Mrs. Clark gave a presentation with a draft outline regarding LCS's 5th grade graduation and key ceremony. Students will login to Zoom from home. Stage will be set up at the school and the leadership team will be in attendance at the school. The graduation/ceremony will be on June 10th at 6pm-6:45pm. Ms. Washington thanks everyone for the beautiful student picture display in front of the school, which was Ms. Hawkins idea.
- Mr. Carrasquillo let the board know that LCS has been approved to be in partnership with Apple as an educational entity. This will allow us to be able to have access to different Apple grants. As well as all employees who purchase Apple products will receive a discounted rate. Right now we are in communication with one of our Apple vendors for two separate quotes and leasing options. The first option will be a year by year leasing option, which would include on iPads with accessories for the iPad along with a program called Apple configurator (allows one person to monitor and control each device without physically touching the device). The 3 year leasing option will include the same but will allow us to see the difference in pricing.
- Mr. Dively speaks on the curriculum for the 2020-2021 school year. There are other things tied into the Freckle program that we will be using as assessment tools. CDT's are now online and accessible from home, so that students can still take the test. The new curriculum that was purchased for 5th graders does have an online piece and we will be able to pilot. We are also looking to pilot some of the other grades online. Ms. Sipe speaks about looking for different programs that will make the whole process easier, especially on the parents end. It has been difficult for parents that have never utilized this form of education. We have partnered with Mr. Carrasquillo to find a program that will help parents to navigate through the next phase.
- Mrs. Clark talks about the summer program which will run July 1 - July 31, 2020 Monday through Thursday from 9am-1pm. Screening stations will be placed at the door for students and staff before entering the building. A second round of temperatures will be taken late in the day to assure safety. We will have 20 students per classroom per grade and one staff member. The cafeteria will be utilized for grab and go food

distribution. We will have only one grade level utilizing the playground at a time. Volunteers are only permitted outside of the building.

- YMCA has been a long standing partner with LCS, allowing us to utilize their pool on many occasions and given students swim lessons. This year they have a large program but they can not utilize Ferguson school. They reached out to us to see if we could lend some space for their 1st-4th grade program. It looks like we would be able to give them 5 classrooms in our B building. YMCA has completed all of their paperwork.

Ms. Washington asks Ms. Clark if students will be able to take their learning bags home.

Ms. Clarks states that the students will not be able to take the bags home until the last day of the program. Mr. Harper will be disinfecting the classrooms and everything in the classrooms on a daily basis once everyone has left for the day.

- Mrs. Smith states that all the current job openings are posted on the Lincoln Charter School's Website. LCS also has two billboards in the city, one by York Hospital (open positions) and the other at Philadelphia & Carlisle (student enrollment). With Mr. Carrasquillo's help we are now also on Indeed and it has been very active.

6.0 OLD BUSINESS

None

7.0 PRINCIPAL'S REPORT

Monthly report attached to email sent - No Additions or Comments made

8.0 FINANCIAL REPORT

Monthly report attached to email sent - No Additions or Comments made

9.0 LPAC

Ms. Anne Clark announces

- Sports awards were given to players and cheerleaders
- Muffins for Mom & Donuts for Dad drive through event. Parent engagement is going well.
- Bro2Go reached out to us with hygiene products for students
- Engage users on Facebook has went up
- One of our parents obtained her Citizenship

Ms. Solita Day announces

- We continue our collaboration with the Youth Advocate program and meet with the director and staff.
- We will continue with the african drum program.

- Mr. Hart acknowledges that it has been a rollercoaster of emotions and we will continue to work through this and stay encouraged. Hopefully we can all work together to get back to normal.

10.0 SOLICITOR REPORT

None

Board went into the Executive Session at 7:25 PM for discussion regarding legal and employment matters.

Board returned to the public meeting at 8:06 PM.

ROLL CALL OF LCS BOARD:

Kyle Moore board member is present

Marie Burgos board member is present

Julie Swope board member is present

Renitta Franklin Board Vice President present

Edquina Washington Board President present

ADJOURNMENT

With no further business, the public meeting was adjourned at 8:08 PM. Motion approved by the board.

Respectfully submitted,

Kameo S. Neal

Lincoln Charter School, Board Secretary