



**The Laboratory Charter School
of Communication and Languages**

Board of Trustees Meeting Minutes

June 17, 2020

6:00 p.m.

Zoom Meeting

Call to Order

The meeting was called to order at 6:08 p.m.

Board Member Role Call

- A. Present via Zoom: Vice President; Norris Bennis, Member; Karen Slade ; Tiffany Ferrell, Secretary; Lena Burrell, Treasurer; Dr. Veronica Florence-McPherson; President, Pinkey Lucas
 - B. Absent: None
- Others Present: Dr. Andréa Coleman-Hill, CEO, Kathy Nagle, Esquire

Announcement of Executive Session – Legal and Personnel Discussions

An executive session was held on May 20, 2020 at 5:00PM to discuss legal and personnel matters.

Board Votes Nominations

Tiffany Ferrell- Secretary

Nominated by Dr. Veronica McPherson; President, Second: Karen Slade, Member
Pinkey Lucas – Treasurer

Nominated by Dr. Veronica McPherson: President, Second: Norris Bennis, Vice President

Each member voted as follows:

Dr. Veronica Florence – McPherson, President - Yes

Norris Bennis, Vice President – Yes

Karen Slade, Member – Yes

Lena Burrell – Yes

Tiffany Ferrell -Yes

Approval of Minutes May 2020 Board Meeting

Motion duly made, seconded and carried to approve the May 2020 board meeting minutes.

Motion: Norris Bennis, Vice President; Second: Tiffany Ferrell,

Each member voted as follows:

Dr. Veronica McPherson, President - Yes

Norris Bennis, Vice President – Yes

Pinkey Lucas– Yes

Karen Slade, Member – Yes

Unfinished Business

None

New Business

Finance Report

Money is tight. Accounts payable is at 388k. All essential vendors have been paid. Good news, Lab received a 250k payment due to SPED reconciliation. All students have been reconciled in Skyward, Infinite campus, IEP writer and Epicenter.

Lab has a 700-student enrollment target which would result in a 2 million dollar increase. At the moment, Lab has a 547k income deficit. Lab has decrease in rates due to Covid -19. Lab assumes a 2% in regular ed and a 3% in SPED rates. There will be a 3% salary increase for employees.

Funds are as follows:

500k – Personal

900k – New lease money

200k – Incremental increase

500k – Surplus for 2020 – 2021

School District does not want to bus 5th or 6th graders. Lab may need to acquire Trans passes. The School District deducts transportation 2x a year.

There is a 90k grant for all school to use for PPE equipment.

There are additional COVIS-19 Cares grants available to apply for.

Motion duly made, seconded and carried to approve the finance report.

Motion: Norris Benns, Vice President; Second: Pinkey Lucas, Member

Each member voted as follows:

Dr. Veronica Florence – McPherson, President - Yes

Norris Benns, Vice President – Yes

Karen Slade, Member – Yes

Pinkey Lucas - Yes

Lena Burrell – Yes

Tiffany Ferrell -Yes

CEO Report

The video for the vandalism at the 59st campus was obtained. The vandals faces were covered by hoods and masks.

A parent survey for reopening options was conducted.

Dr. Coleman-Hill has been writing grants for Covid-19 funds.

The budget for the school movers was 24k. 20K of the fee was donated to LAB.

Lab moves into the Sedgley campus on July 1, 2020 and into the Henry ave campus on August 1, 2020.

4th and Brown campus will merge with the 59th st campus under Mrs. Sharper as the principal.

54th st will continue to have Ms. Long as their principal.

Mrs. Mitchell has officially retired.

Lab will be hiring a new Director and an Academic Coach

Motion duly made, seconded and carried to approve the CEO report.
Motion: Norris Benns, Vice President, Seconded by Pinkey Lucas, Member
Each member voted as follows:
Dr. Veronica McPherson - Yes
Norris Benns, Vice President – Yes
Tiffany Ferrell, Secretary – Yes
Lena Burrell, Treasurer – Yes
Karen Slade, Member – Yes

Board Resolutions

Common Consent Agenda

1. 061720200
The Laboratory Charter School Board of Trustees hereby resolves to adopt the 2019-20 Board of Trustees Meeting Schedule as presented.
2. 06172020201
The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the 2020-2021 Final Budget as Presented.
3. 061720202
The Laboratory Charter School Board of Trustees hereby resolves to approve the service contract for J. Goldstein LLC 2200 Arch Street, Suite 101, Philadelphia, PA 19103 for the annual auditing of The Laboratory Charter School's finances at \$24,000.00 and tax preparation for the 2019-2020 school year at \$2,000.00 at no increase in cost from the 2018-2019 school year.

Motion duly made, seconded and carried to approve the board resolutions.
Motion: Norris Benns, Vice President; Second: Karen Slade, Member
Each member voted as follows:
Norris Benns, Vice President – Abstained
Tiffany Ferrell, Secretary – Yes
Lena Burrell, Treasurer – Yes
Karen Slade, Member – Yes

No public participation

Adjournment

The board meeting was adjourned at 7:19 p.m.

Board Secretary Signature

Date