



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

**Board of Trustees Meeting Minutes
May 20, 2020
6:00 p.m.
Zoom Meeting**

Call to Order

The meeting was called to order at 6:04 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, Pinky Lucas
 - B. Absent: None
- Others Present: Dr. Andréa Coleman-Hill, CEO

Announcement of Executive Session – Legal and Personnel Discussions

An executive session was held on May 20, 2020 to discuss legal and personnel matters.

Nomination Committee Recommendation

Rose Cooper (RAH) President of Organization Civic Association

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: Pinky Lucas,

Each member voted as follows:

Norris Bennis, Vice President – Yes

Lena Burrell, Treasurer – Yes

Karen Slade, Member – Yes

Pinky Lucas – Yes

Dr. Veronica Florence-McPherson – Yes

Tiffany Ferrell - Yes

Unfinished Business

None

New Business

Finance Report

New finance report completed for April 2020. Money is tight. School district is not paying charter schools accurately. All vendors have been satisfied.. Many invoices are still located at the post office. March 29th, 2020 PSERS was satisfied. Title funds were much lowered that what was actually budgeted for., Lab may have to contact Harrisburg for SPED payment.

CARES Act- Lab received 2 grants.

1. Laptops/Chromebooks

2. Covid-19 related expenses. (393k) SESSER Fund K-12 Fiscal 2021 funds. Additional Chromebooks purchased.

2020-2021 Budget

PSERS – This expense continues to rise.

Personnel will be reduced due to the move from three to two facilities.

Non-personnel services: \$1.5 million budgeted for 2020-2021 due to lawsuits, SPED trust, SPED tuition, SPED transportation etc.

Title 1 – will have 24k more for the 2020 -2021 allocation.

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

Motion: Norris Bennis, Vice President, Second: Karen Slade, Member

Each member voted as follows:

Dr. Veronica Florence – McPherson - Yes

Norris Bennis, Vice President – Yes

Karen Slade, Member – Yes

Pinky Lucas - Yes

Lena Burrell – Yes

Tiffany Ferrell -Yes

CEO Report

Dr. Coleman-Hill reviewed the plan to allow teachers and students in the buildings to collect their personal belongings, the 2020-2021 enrollment status, the SNAP program, Technology the Grade 8 parent meeting, and outreach and advocacy.

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

Motion: Lena Burrell, Treasurer; Second: Norris Bennis, Vice President

Each member voted as follows:

Norris Bennis, Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Lena Burrell, Treasurer – Yes

Karen Slade, Member – Yes

Principal's Report

None

Board Resolutions

Common Consent Agenda

1. 052020200

The Laboratory Charter School Board of Trustees hereby resolves to approve the recommendation from the administration to approve submission and acceptance of the Pennsylvania Department of Education Rent Reimbursement for the 2019-2020 school year.

2. 052020201

The Laboratory Charter School Board of Trustees hereby resolves to approve the recommendation from the administration to amend the 2019-2020 school calendar reflecting 183 academic days (180 mandatory school days and 3 snow days) to the mandatory 180 academic days and zero snow days. These changes are reflected as follows:

Date	Original Use	Change
4/28/20	No School: Election Day	Full academic day due to rescheduled Election Day (June 2, 2020)
5/22/20	Full academic day	Schools and Offices Closed Unused Snow Day 1
6/2/20	Full academic day	Schools and Offices Closed Rescheduled Election Day
6/10/20	Full academic day	Last Day for Students
6/11/20	Full academic day	No school for students: Unused Snow Day 2 Staff Clerical Day 1
6/12/20	Last day for students	No school for students: Unused Snow Day 3 Staff Clerical Day 2 Last day for staff

3. 052020202

The Laboratory Charter School Board of Trustees hereby resolves to approve the change in the school academic calendar as presented.

4. 052020203

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the 2020-2021 Draft Budget as Presented. The budget will be available for public view in draft form pending final approval at the June 2020 Board of Trustees Meeting.

Motion duly made, seconded and carried to approve the board resolutions.

Motion: Tiffany Ferrell, Secretary; Second: Karen Slade, Member

Each member voted as follows:

Dr. Veronica Florence-McPherson, President – Yes

Norris Bennis, Vice President – Abstained

Tiffany Ferrell, Secretary – Yes

Lena Burrell, Treasurer – Yes

Karen Slade, Member – Yes

Pinky Lucas- Yes

No public participation

Adjournment

The board meeting was adjourned at 7:30 p.m.

Board Secretary Signature

Date