



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

**Board of Trustees Meeting Minutes
August 17, 2022
6:00 p.m.
Zoom Video Conference Meeting**

Call to Order

The meeting was called to order at 6:09pm.

Board Member Role Call

- A. Present: Dr. Veronica Florence-McPherson, President; Norris Bennis, Vice President, Karen Slade; Member; Tiffany Ferrell, Secretary; Pinkey Lucas; Treasurer
- B. Others Present: Dr. Andréa Coleman-Hill, CEO; Alan Epstein, Attorney, Mrs. Joan Belynda Brown, Director of Human Resources

Announcement of Executive Session – Legal and Personnel Discussions

An executive session was held on August 21, 2022 to discuss legal and personnel matters.

Nomination Committee Recommendation

None

Approval of Minutes May 2022 Board Meeting

Motion duly made, seconded and carried to approve the June 2022 board meeting minutes.

Motion: Dr. Veronica Florence-McPherson, President Second: Norris Bennis, Esq.- Vice President,

Each member voted as follows:

Dr. Veronica Florence- McPherson, President – Yes

Norris Bennis, Esq.- Vice President-Yes

Tiffany Ferrell, Secretary – Yes

Karen Slade, Member – Yes

Pinkey Lucas- Yes

Unfinished Business

None

New Business

Finance Report

- After twelve (12) months of activity, Lab has a positive Cash Balance \$712K.
- The reduced student enrollment due to transportation issues did not create a deficit.

- The school received \$2.6M of Federal Grant revenues in 21-22 which allowed it to maintain its existing staffing model.
- The school meets the standard (Green) on 3/5 financial indicators tracked by the SD of Philadelphia.

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

Motion: Karen Slade, Member, Second: Pinkey Lucas, Treasurer

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes

Norris Benns, Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

CEO Report

Covid-19 Updates

New guidance from the CDC has lifted ALL COVID-19 mandates. Additionally, there will be no further quarantines for schools for any reason. Schools are encouraged to allow students to mask to stay.

LAB Charter is continuing with the mask mandate for everyone as this is the safest route. LAB will also continue to provide At-home Covid tests for students.

Charter Renewal

The administrative staff held the first Charter Renewal session in preparation for the October 2022 renewal hearing. Attorney Epstein was involved in the process.

Overall, LAB is able to dispute all findings from the Charter School Office with evidence.

Federal Programs

- The Federal Programs report arrived. LAB Charter had zero findings. The report is attached.

School Opening

The two-week professional development session for staff was held for all staff. Dr. Coleman-Hill opened the session with a welcome address. Additionally, Dr Coleman-Hill provided professional development on Lab vision and mission, the Danielson Framework, and Assessment Literacy. The administrative team provided professional development on PDE/SAS, Curriculum and Instruction, Planning and Preparation, Classroom Management, and Student Engagement.

Week two of professional development will be presented by Ms. Andria Cole, the Restorative Practice and Social Emotional Learning Coach. Ms. Cole is funded by Title II and the ESSR Grant.

Charter School Annual Report

The Annual Report, due August 1, 2022, has been extended due to the inability to complete and upload new Special Education reporting requirements pages. The Pennsylvania Department of Education is working on this correction.

Fire Safety Inspection

The annual fire safety inspection was completed in August 2022 with a passing rating.

English Language Learner Program (ELL)

LAB will continue to partner with the Chester County Intermediate Unit for ELL professional development services. A memorandum of understanding was signed in August 2022. Federal Programs Title II pays for this service.

District Wide Safety Plans

The three mandated Safety Plans for LAB were completed. These plans outline all safety issues from last school year and include the safety report for this school year. All reports will need to be board approved and submitted to the Pennsylvania Department of Education (PDE).

School Health Services

MACCS will continue to provide health services to LAB. These services include nursing, dental, and physicals for required grades. They also provide nursing school nursing services. Due to the COVID-19 restrictions being lifted, LAB will no longer need the three additional COVID-19 testers (2 for Sedgley and 1 for Henry) in the schools.

SHARRS Report

The annual SHARRS report for school health services has been completed for the 2021-2022 school year.

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

Motion: Karen Slade, Member, Second: Pinkey Lucas, Treasurer

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes

Norris Benns, Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes
Karen Slade, Member – Yes

Board Resolutions

Common Consent Agenda

1. 081720220

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the Safety and Security Report for the 2021-2022 school year.

2. 081720221

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the Threat Assessment Report for the 2021-2022 school year.

3. 081720222

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the District Wide School Safety Plan for Laboratory Charter School for the 2022-2023 school year.

4. 081720223

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve a 3% raise for returning staff of the Laboratory Charter School for the 2022-2023 school year.

Motion duly made, seconded and carried to approve the Common Consent Agenda

Motion: Karen Slade, Member, Second: Pinkey Lucas, Treasurer

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes

Norris Bennis, Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

VIII. Public Participation:

Parent Daniel Hall

Mr. Hall was concerned about the school uniforms with the school logos on them. With inflation the way it is how can parents afford the uniforms and is there financial assistance.

Dr. Coleman-Hill, CEO explained that LAB is aware of the strain to some parents and that plain uniforms were absolutely acceptable. Dr. Coleman-Hill also stated that although LAB has some gently used uniforms to give out, the only financial assistance available is through the McKinty-Veto, a program for displaced families who are homeless.

IX. Adjournment

Motion duly made, seconded and carried to adjourn.

Motion: Dr. Veronica Florence McPherson, President Second: Karen Slade, Member

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes

Norris Bennis, Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

Board Secretary Signature

Date