



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

**Board of Trustees Meeting Minutes
September 21, 2022
6:00 p.m.
Zoom Video Conference Meeting**

Call to Order

The meeting was called to order at 6:04pm.

Board Member Role Call

- A. Present: Dr. Veronica Florence-McPherson, President; Norris Bennis Esq., 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, Jesse Bean, Charter Choices

Announcement of Executive Session – Legal and Personnel Discussions

An executive session was held on September 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 August 2022 board meeting minutes.

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

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 two (2) months of activity, Lab has a positive Cash Balance (\$746K) and a Net Income (Deficit) of -\$96K.
- Lab expects to receive \$2.8M in federal grant revenues in FY23 and will be bolstered by enrollment growth (from 531 in June to 689 in September).

- The school is at or approaching the fiscal benchmarks established by the CSO for all Philadelphia charter schools.

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

Motion: Norris Bennis, Esq.- Vice President Second: Tiffany Ferrell, Secretary

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes

Norris Bennis Esq., Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

CEO Report

Leadership Evaluations

This school year the annual evaluation for leaders will be a three-step process. September: a benchmark self-evaluation, January: A mid-year evaluation, and May: a final evaluation. Leaders will self-evaluate on Leader versus Boss Traits and the Framework for Leadership. Leaders will also self-evaluate Leader versus Boss traits. Leaders will be progress monitored throughout the school year and present a culminating portfolio in May. The documents used for this process are attached for your reference.

COVID-19 Updates

Multiple students and staff members

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.

PA Needs Teachers Summit

I've been asked by the organization sponsoring this event to attend this think tank event to offer the Charter School perspective on ways to recruit and retain teachers in Pennsylvania.

New Teacher Induction

The annual new teacher induction series will begin on October 1, 2022. This is a mandatory 60-hour series on effective teaching for all new teachers. The leadership team will present the in-class sessions one Saturday a month for 10 months. Teachers cannot become permanently certified without a certificate of completion from New Teacher Induction.

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

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes

Norris Bennis Esq., Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

Board Resolutions

Common Consent Agenda

1. 092120220

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve Field Trip Policy and Procedures as presented.

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

Motion: Karen Slade, Member, 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

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

VIII. Public Participation: None

IX. Adjournment

Motion duly made, seconded and carried to adjourn.

Motion: Norris Bennis Esq., Vice-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