



The Laboratory Charter School
of Communication and Languages

Board of Trustees Meeting Minutes
February 16, 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, Vice President, Karen Slade; Member; Tiffany Ferrell, Secretary; Pinkey Lucas; Treasurer
- B. Others Present: Dr. Andréa Coleman-Hill, CEO; Joan Belynda Brown; Human Resources, Alan Epstein, Attorney, Jesse Bean, Charter Choices

Announcement of Executive Session – Legal and Personnel Discussions

An executive session was held on February 16, 2022 to discuss legal and personnel matters.

Nomination Committee Recommendation

None

Approval of Minutes January 2022 Board Meeting

Motion duly made, seconded and carried to approve the January 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, Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

Unfinished Business

None

New Business

Finance Report

- After seven (7) months of activity (01/31), Lab has a positive (but declining) Cash Balance (\$1.3M) and a Net Income (Deficit) of -\$911K. The school will begin to receive

its Federal Grant revenues in the near future, including a \$294,737 payment on February 22nd, followed by Titled funding and other ESSER II/ARP funding between March-June.

- The school meets the standard (Green) on 3/5 financial indicators tracked by the SD of Philadelphia but is trending downward.
- Lab will receive a third round of Federal COVID-19 Relief (ARP) funding (to be used by Sep 2024) in the amount of \$5.1M. The school's steep enrollment decline in Fall 2021 necessitates utilization of these funds to supplant current year personnel costs.
- Lab's 2022-23 Budget process will ramp up in the month of February using its January projections.
- Governor Wolf has delivered his annual Budget address; charter schools are not mentioned directly but written "highlights" includes annual push for Special Education funding cuts

Motion duly made, seconded and carried to approve January's finance report.

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

CEO's Report

LAB has continued with 100% in-person learning since the return on January 10, 2022. Covid cases have been greatly reduced. Two teachers tested positive and 6 students in the last month. LAB continues to encourage parents to vaccinate their children.

Leadership Team Mentoring session continue on a weekly basis with the focus on leaders being able to self-reflect in an effort to move themselves and their staff from a "group" to a "team." An additional focus is on ensuring that the entire school community understands and feels the vision, mission, and core beliefs of the organization. This has been a challenge this year with the difficulties with hiring or replacing staff during the pandemic.

The Food Service Administrative team at PDE has required LAB Charter to develop a procurement policy specifically for the food service department. This policy covers the purchase of equipment specifically for the food service department.

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

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

President 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 Resolutions

Common Consent Agenda

1. 021620220

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the Food Service Procurement Policy as presented.

2. 021620221

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the Laboratory Charter Anti-Discrimination Policy as presented.

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

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

I. Public Participation: None

II. Adjournment

Motion duly made, seconded and carried to adjourn.

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, Vice President – Yes

Tiffany Ferrell, Secretary – Yes

Pinkey Lucas, Treasurer – Yes

Karen Slade, Member – Yes

Board Secretary Signature

Date

