



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

**Board of Trustees Meeting Minutes  
January 19, 2022  
6:00 p.m.  
Zoom Video Conference**

Call to Order

The meeting was called to order at 6:04 p.m.

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, Maurice Tucker, Jovan Goldstein; Audit Personnel

Announcement of Executive Session – Legal and Personnel Discussions

An executive session was held on January 19, 2022 to discuss legal and personnel matters.

Nomination Committee Recommendation

None

Approval of Minutes November 2021 Board Meeting

Motion duly made, seconded and carried to approve the November 2021 board meeting minutes.

Motion: Dr. Veronica Florence-McPherson, President Second: Tiffany Ferrell, Secretary

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

There is a net income deficit of approximately \$400,000.00 with the potential to grow as the transportation issues continue. All vendors are paid. Lab is expecting 2 million dollars in federal receivables. Additional federal funds from ESSR are being used to support the need

for learning loss. Expenses will need to be evaluated as the year as revenues decrease due to enrollment.

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

Motion: Karen Slade; Member, Second: Norris Bennis, 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

### Audit Report

Lab exceeded the \$750,000.00 in federal funds, which needed to be audited separately. There were no unusual or situations during this audit system. All vendors and legal cases were appropriately included in the audit. All information requested was disclosed. There were no adjustments to the financial statements. There was a significant close in the net position last year.

Motion duly made, seconded and carried to approve the Audit Report.

Motion: Tiffany Ferrell, Secretary, Second: Pinkey, 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

### CEO's Report

The Center for Disease Control and the Philadelphia Department of Health closed LAB due to the high number of COVID cases. Both the Sedgley and Henry Ave. campuses rose above the threshold of cases prompting the shut down and pivot to 100% virtual learning.

The return to 100% in-person learning occurred on January 10, 2022. As a precautionary measure for a safe return to school, parents were asked to test all students. Enrollment was low as many students tested positive.

All staff was mandated to return with a negative COVID test also. For those who could not locate an at home test or get an appointment, rapid test in an isolated area were provided when they arrived to school. Multiple staff members tested positive.

Both buildings were COVID cleaned and sanitized in preparation for the return to in-person learning. This was a bit of a challenge as three of the four custodians at Sedgley tested positive for COVID in December 2021.

LAB Charter held a vaccine clinic on December 18, 2021. The event was advertised throughout the city and with the partnership of multiple organizations. The clinic was held on a weekend in the hopes of having a large community turnout. Unfortunately only 20 people showed up.

The Food Service Administrative Reviewed was conducted on December 13, 2021. The review included a site visit by the Department of Education. LAB Charter passed!!! There were no major violations; just minor corrections. Both the Sedgley Ave. and Henry Ave. Sites also received unannounced Licenses and Inspection Health Inspections on December 13, 2021. No major violations; just minor violations such as a wet rag in the sink instead of in the red bucket.

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

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 Resolutions

#### Common Consent Agenda

1. 011920220

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the Settlement Agreement (Student Number: 9784981) as presented.

2. 011920221

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

3. 011920222

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the 2021-2022 PDE Emergency Use of Instructional Time as presented.

4. 011920223

The Laboratory Charter School Board of Trustees (“Board”) hereby resolves to approve the 2021 Audit as presented.

I. Public Participation

II. Adjournment

Motion duly made, seconded and carried to approve Board resolution.

Motion: Pinkey Lucas, Treasurer, 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

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Board Secretary Signature

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Date