

Lincoln Leadership Academy Charter School

Board of Directors Meeting

May 20, 2020

Board Minutes

I. Call to Order: The Board Meeting was called to order at 11:22 AM by Harold Kurtz.

II. Roll Call: Present: Dr. Harold Kurtz, Dr. Barry Spriggs, Jimmy Torres, Ngozi Bell (Melanie Dosunmu excused).

Staff present: CEO Sandra Figueroa-Torres, Sis-Obed Torres Cordero, Director of Operations, Tom Taylor, Business Manager, Repice & Taylor

III. Opening Reflection: CEO acknowledged how Lincoln has succeeded in providing a strong, positive environment for students and staff during COVID pandemic; it's a matter of focus and perspective when we can see the goodness of life and transformation despite the challenges at hand.

Harold requested a moment of silence for the Lincoln student who recently passed and for the more than 93,000 Americans who have passed away due to COVID-19.

IV. Approval of Minutes: December 19, 2019, motion to accept by Barry Spriggs, seconded by Jimmy Torres, passed all in favor.

V. Staff Reports: CEO Report:

1. Mrs. Figueroa reported that she has an "amazing team" of staff members who made the transition into ZOOM meeting and education seamlessly. She said that the Lincoln structure, though tested, responded well to the changes. Staff was pushed hard and everyone delivered. When we closed physical school on March 16, Lincoln was ready because it had already started to transition in January with a more competency-based system. Emotional support has been provided, a food team was established; between 150 to 175 Chromebooks were loaned to students and the local providers

offered free internet services to our local community. We were able to support our most vulnerable children and families across the board.

She noted that more traditional local districts have found it more difficult to respond systematically. She also thanked the Board for attending and sponsoring the Gala. She thanked everyone for their support. She reported that the Lincoln student numbers have continued to grow.

2. The PA Secretary of Education assigned a Special Assistant to meet to discuss what Lincoln is doing. The meeting was informative and well received.

Mr. Torres noted Mrs. Figueroa's continued leadership and her ability to continue to move Lincoln forward as a strong institution despite the continued challenges.

3. For the 2020-2021 School year, Mrs. Figueroa is developing 3 plans since she does not know (nor does anyone else) how PDE and the governor have in mind at this time.

Plan A: Open Lincoln physically if conditions allow it.

Plan B: A hybrid plan where students and grades would come to school in shifts and do virtual learning;

Plan C: Continue with the Full Virtual Learning School that is currently in place.

4. Lincoln received a one-time ESSR \$345,000 grant for Virtual program needs.

5. She spoke about the passing of our student who graduated in 2015 and thanked Mrs. Ngozi Bell with her assistance. "Tobi" was to graduate from Kutztown University this year.

Mrs. Bell reported that she calls Tobi's mom every other day to check in with her. Tobi had sickle cell anemia and appears to have passed from COVID-related complications. The hospital performed a rapid test and sent Tobi home. He became ill and would not receive even though he was transported to Penn State/Milton Hershey for further care. She reported that

Tobi's Mom was very grateful for the schools support and the support that she received from her local (Nigerian) community.

Mrs. Figueroa reported that she viewed the burial service from a greater distance since only 10 persons were allowed to actually attend the services.

6. In 2020, 42 students will graduate. Of that number, 2 will graduate with A.A. Degrees, 2 will graduate the Distinguished Honor Awards (earned 57 credits toward the AA degree. The class size is smaller than normal since quite a few students left Lincoln after their sophomore year.

7. She further explained that hybrid would take into account how many students will fit on a bus and how the Districts will plan to approach this coming year.

She mentioned that recommended to the Secretary that PDE allow the LEAs to decide what is best for each particular district and base it according to particular local situation.

When asked about the budget, she responded that when Act 13 was approved for all Districts, Superintendents asked if they needed to pay Charter Schools. The response was yes. All LEAs have continued to receive their regular funding, including Lincoln.

8. Ngozi asked whether Lincoln would need a special license to continue Virtual schooling and shared Lafayette College needed a special license (Barry added that the same holds true at his college). Both received a special license.

Sandra responded that Lincoln did receive a waiver (FFID) to allow Lincoln to function online, and expects that it will be extended beyond this semester.

The biggest concern for schools and colleges is how to measure outcomes on an ongoing basis.

Regarding participation rates, she reported that we have an 85-90% online student participation rate. Jimmy Torres commented that he knows a teacher from another school who said their rate was less than 20%.

9. Ngozi asked if there was an overall concern from parents and what were they saying? Mrs. Figueroa responded that parents are mostly in favor. She

believes that parents will trust our judgment but will not send their children to school if they sense that it is unsafe. Many Lincoln students are compromised due to their health issues.

Director of Operations Report: Mr. Torres reported that he spent the better part of the initial COVID period studying CDC reports, and the news to gather fact-based information in order to prepare the school website.

His other activities have included setting up information about the local food banks and directing students to the local schools who are providing breakfast and lunch. He said that Lincoln did not offer that service because most of our students are bused and the schools in their own neighborhoods were better equipped for that function.

He spoke about a \$3,000.00 donation from health care workers for the food needs of our families and reported that it was really special that health workers are looking out for the nutrition needs of others while they place their lives on the line for the community.

Motion: Motion: To approve the Board Reports including the recommendations for the submission of the FID Application and the three-phase plan for reopening school in the Fall by Ngozi Bell and seconded by Jimmy Torres, passed unanimously.

VI. Old Business:

Expansion Project update: On May 4, Governor lifted the restrictions on building projects for school districts and the construction project started the same day. The Mohawk Construction company had secured all of the building permits and was ready to go. The land has been cleared and prepped. They are on site every day.

VII. Financial Reports: Tom Taylor presented monthly reports ending from October 31, 2019 through March 31, 2020:

For the Month of October 2019:

For the four months ending 10/31/2019 the charter school had a surplus of \$1,046,660

compared to a planned surplus of \$809,155 resulting in a favorable variance of

\$237,505. Lower than planned health insurance is the primary reason for the variance.

For the Month of November 2019

For the five months ending 11/30/2019 the charter school had a surplus of \$1,374,157

compared to a planned surplus of \$861,951 resulting in a favorable variance of

\$512,206. Lower than planned health insurance is the primary reason for the variance.

For the Month of December 2019

For the six months ending 12/31/2019 the charter school had a surplus of \$1,501,900

compared to a planned surplus of \$929,748 resulting in a favorable variance of

\$572,151. Lower than planned health insurance is the primary reason for the variance.

For the Month of January 2020

For the seven months ending 01/31/2020 the charter school had a surplus of \$1,329,103

compared to a planned surplus of \$997,545 resulting in a favorable variance of

\$331,558. Lower than planned health insurance is the primary reason for the variance.

For the Month of February 2020

For the eight months ending 02/29/2020 the charter school had a surplus of \$1,217,442

compared to a planned surplus of \$766,983 resulting in a favorable variance of

\$450,459. Lower than planned health insurance is the primary reason for the variance.

For the Month of March, 2020

For the nine months ending 03/31/2020 the charter school had a surplus of \$1,285,991

compared to a planned surplus of \$834,780 resulting in a favorable variance of

\$451,211. Lower than planned health insurance is the primary reason for the variance.

The above reports and numbers are based on a total school student population of 855 students. The forecast remains strong for the incoming year.

The current class size is 42; the 2021 Class size is 50.

Tom reported that we are working on a Five Year plan.

All school districts were paid regularly without missing any payments.

For next year, we are budgeting for a 20% increase in health benefits.

Plan for raises for the next school year: Lincoln (Mrs. Figueroa and Tom Taylor) anticipates that the 3% increase for regular staff and raises according the pay scale in place for teachers can be done for 2020-2021. However, the projections for 2021-2022 and 2022-2023 will not be as rosy. Time will tell.

Tom will Report on the months of April and May in the next (June) meeting.

Motion to accept the financial Reports as presented by Jimmy Torres, was seconded by Ngozi Bell passed unanimously.

VIII. New Business:

1. The 2021 Calendar will be presented at the next meeting. She will have a better of picture of next year by then.

2 She reported that there is pending legislation in the State House to reduce Charter School budgets by 25%. She requested the following resolution from the Board:

Resolution: A RESOLUTION OF THE PENNSYLVANIA COALITION OF PUBLIC CHARTER SCHOOLS AND **LINCOLN LEADERSHIP ACADEMY CHARTER SCHOOL** OPPOSING GOVERNOR WOLF'S PROPOSED FUNDING CUTS DIRECTED AT CHARTER SCHOOLS AND THEIR FAMILIES/STUDENTS (See Attached)

Motion to approve above resolution by Barry Spriggs, seconded by Jimmy Torres, passed unanimously.

3. For the record, Mrs. Figueroa requested a resolution to approve hosting a Virtual Graduation for the Class of 2020.

Motion to Approve a Virtual Graduation for the Class of 2020.

Resolved, that a Virtual Graduation will be conducted on June 4, 2020 for the Graduating Class of 2020.

Motion to approve above resolution by Ngozi Bell, seconded by Barry Spriggs, passed unanimously.

IX. Personnel: Lincoln continues to conduct interviews of candidates for the coming school year.

Mrs. Figueroa thanked the Board of its continued support, especially during these trying times.

XI. Public Comment: None.

XII. Adjournment: Harold Kurtz, adjourned the meeting at 12:26 PM.