



The Laboratory Charter School
of Communication and Languages

Board of Trustees Meeting Minutes March

March 20, 2024

6:00 p.m.

Zoom Video Conference Meeting

Meeting Link:

<https://us02web.zoom.us/j/2314020168?pwd=bVAvaVlVV1E1cFFHWGY5NTArSVVGOT09>

Call to Order

The meeting was called to order at 6:03pm.

Board Member Role Call

- A. Present: Dr. Veronica Florence-McPherson, President; Pinkey Lucas, Member, Dr. Linda Cliatt-Wayman, Member, Karen Slade, Member, Tiffany Ferrell, Secretary, Elbert Sampson, Treasurer, Norris Benms, Esq.- Vice President (Late)
- B. Absent:
- C. Non-Board Members: Dr. Andréa Coleman-Hill, CEO; Alan Epstein, Attorney, Joan Belynda Brown, Director of Human Resources, Jesse Bean, Charter Choices, Dawn Chavous, Chavous Consulting
- D. Others Present: None

Announcement of Executive Session

An executive session was held on March 20, 2024 to discuss legal and personnel matters.

Nomination Committee Recommendation

None

Approval of Minutes:

Motion duly made, seconded and carried to approve the February 2024 meeting minutes.

Motion: Tiffany Ferrell, Secretary, Second, Karen Slade, Member
Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

Unfinished Business: None

New Business:

Finance Report

- Cash Balances are \$1.15M at February 29th (equivalent of 39.5 Days COH).
- School has received \$2.1M of the \$4.4M in Federal Grants anticipated in FY24.
- FY24 Net Income at FEB 29 = -\$975K (Deficit), projecting "break even" (+\$13K) at year-end.

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

Motion: Pinkey Lucas, Member Second: Elbert Sampson, Treasurer

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President – Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member – Yes
Karen Slade, Member - Yes

Chavous Consulting, LLC Update

Dawn Chavous provided an update to the Board on the scope of work her firm will complete for the Laboratory Charter School. The plan includes marketing, branding, community partnerships, fundraising, and enrollment.

CEO Report

Charter School Trustee Refresher Training

The Pennsylvania Department of Education offers Charter Schools Board of Trustees Training so that Trustees can be refreshed at least annually on the responsibilities and expectations of Trustees. These training links are a refresher to the Act 55 training. This online training covers the following topics:

1. Instruction and Academic Programs
2. Personnel
3. Governance
4. Operations
5. Fiscal Management
6. Ethics, Open Meetings, and Regulations

<https://www.education.pa.gov/Schools/Governance/Act55/Pages/Charter-School-Trustees-Training.aspx>

ADDITIONAL PROFESSIONAL DEVELOPMENT

The 2024 National Alliance for Public Charter Schools Conference is being held in Boston, MA from June 30-July 3, 2024. The meat of the conference is July 1-2, 2024.

This conference would provide an opportunity for Board members to gain insight and information on Public Charter Schools.

SPECIAL EDUCATION CYCLICAL MONITORING

Lab Charter is in the process of the five-year Pennsylvania Department of Education (PDE) Bureau of Special Education (BSE) Cyclical Monitoring. This is a VERY extensive undertaking and has been ongoing since November 2023. Beginning April 2, 2024, the monitoring team from PDE/BSE will conduct on-site monitoring of ALL special education records for the last five, possibly six years. The LAB team has been working closely with the PDE/BSE team with regular zoom meetings so we don't expect any surprises. I will update in April 2024 after the monitoring is completed. The monitoring requires three additional policies specific to special education.

SECOND PCCD GRANT FOR LAB CHARTER

LAB would like to submit a safety and security grant through the PDE Crime and Delinquency program. The grant is to hire Play Works at the elementary campus. A copy of the proposal and budget are included for board approval.

JEFFERSON HOSPITAL EVENT

Dr. Cliatt-Wayman and Dr. Coleman-Hill attended a meeting with the Community Impact Team on March 6, 2024 to discuss the possibility LAB Charter benefitting from the Humana endowment fund with the hope of bringing health services to the Sedgley Campus, which is in an empowerment zone of the city. During the meeting the team offered support with health programs that can easily be integrated into the Sedgley area. These programs will benefit anyone in the North Philadelphia Community where the LAB Charter Elementary School is located. We will continue to meet to discuss a partnership and funding opportunities.

AFRICAN AMERICAN MULTI-GENERATIONAL TRAUMA & IMPLEMENTING MODELS OF CHANGE

Dr. Coleman-Hill is taking a course on multi-generational trauma. This course focuses on the suffering and traumas associated with the African experience in America inclusive of the periods of capture, transport, enslavement, emancipation leading up to current times. Multigenerational patterns of adaptive behaviors passed along through generations will be explored with an emphasis on assessment and interventions using evidence based, culture specific, and social justice models. The information gained will assist LAB with the development of a post-pandemic trauma informed model for the school community.

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

Motion: Dr. Linda Cliatt-Wayman, Member Second: Norris Bennis, Esq.
Vice-President

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

Board Resolutions

Common Consent Agenda

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

Motion: Pinkey Lucas, Member Second: Tiffany Ferrell, Secretary

Each member voted on each agenda item as follows:

1. 032020241

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Confidentiality of Special Education Student Information policy as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

2. 032020242

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Procedures for Surrogate Parents (Students Requiring) policy as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Abstain
Karen Slade, Member - Yes

3. 032020243

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to

approve the Independent Educational Evaluation (IEE) Procedures policy as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

4. 032020244

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Positive Behavior Support policy and procedures as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

5. 032020245

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Staff Enrolling Students With Disabilities policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

6. 032020246

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Parent Classroom Visit policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

7. 032020247

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Home Education Program policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

8. 032020248

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Dispute Resolution for Students With Disabilities policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

9. 032020249

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Prevention of Inappropriate Identification of Students by Race/Ethnicity by Disability Category policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

10. 0320202410

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Assistive Technology policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

11. 0320202411

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the revised Child Find policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

12. 0320202412

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the Exclusions, Suspensions, and Expulsions policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Abstain
Karen Slade, Member - Yes

13. 0320202413

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the revised Enrollment of Students policy, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

14. 0329202414

The Laboratory Charter School Board of Trustees ("Board") hereby resolves to approve the submission of the PCCD Grant for Play Works at the Elementary School, as presented.

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

15. 0329202415

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

Dr. Veronica Florence- McPherson, President - Yes
Norris Bennis, Esq., Vice President - Yes

Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes

Public Participation: None

Adjournment

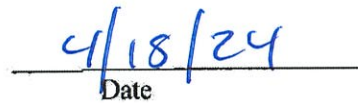
Motion duly made, seconded and carried to adjourn.

Motion: Linda Cliatt-Wayman, Member, Second: Karen Slade, Member

Each member voted as follows:

Dr. Veronica Florence- McPherson, President - Yes
Norris Benns, Esq., Vice-President
Elbert Sampson, Treasurer - Yes
Tiffany Ferrell, Secretary - Yes
Pinkey Lucas, Member - Yes
Dr. Linda Cliatt-Wayman, Member - Yes
Karen Slade, Member - Yes


Board Secretary Signature


Date