

Patterson Park Public Charter School, Inc.

BOARD OF DIRECTORS

MEETING MINUTES

August 17, 2022

7:00 pm via Zoom

Members Attending: Lazette Wells (presiding), Pat Irish (recording), Ankit Aggarwal, Astrid Bharath-Pierce (PAL-PPPCS), Raven Cooper (SAL-CHPCS), Kim Francois, Lauren Eaton, Jane Lindenfelser, Jackie Quinones, Paul Rishar, Anais Roman (SAL-CHPCS), Lauren Stutzman, Julie Neale Taylor (PAL-PPPCS), Natasha Perry (SAL-PPPCS), Romond Sneed

Absent: Tasha Johnson, Jenna Adams (SAL-PPPCS), Charles Conner

Staff and Guests: Emily Augustine, (principal of Clay Hill Public Charter School), Miguel Cervantes del Toro (principal of Patterson Park Public Charter School), Yolanda Manning (PPPCS asst. principal), Abdel Piedramartel (translator)

**Unless otherwise noted, an asterisk indicates there is a presentation or document archived online in the Google Drive linked to the meeting agenda. These are effectively part of the minutes.*

I. Introductory Items – the participants were put in breakout rooms for social discussion; the meeting was called to order at 7:10. The board president read the PPPCS Inc. mission.

Public Comment – There was no public comment

Consent Agenda* – the consent agenda included the May minutes and Development update. The consent agenda was approved.

II. Staff-at-Large Report*

- a. PPPCS: Miss Perry’s elementary school update included recent events, like early learning play dates, and academic and enrichment activities from summer camp. Miss Perry also discussed PPPCS’s partnership with Elev8 for middle school and recent trips to the Philadelphia Zoo and Six Flags.
- b. CHPCS: Ms. Roman and Ms. Cooper shared high level overview of DEI work completed over summer in preparation for the school year. DEI deas and discussions over the summer focused on acknowledging that Clay Hill in second year and expanding to a new grade.

III. Parents/Guardians-at-Large Report

- a. Astrid provided update. Looking ahead, Astrid and Julie are actively recruiting to bring on an additional PAL. Additionally, Astrid and Julie will split PAL responsibilities in the middle of the year so that PPPCS and CHPCS have equal representation on the Board.

IV. Schools Update*

Jane Lindenfelser, executive director, started the Schools Updates a thank-you (“Caught Ya”) to Board members who participated in the charter renewal process and by welcoming Mr. del Toro to the school community and Board.

Regarding enrollment, Jane shared that kindergarten applications at both schools are tracking around the same and slightly below goal. Grades 2-4 at CHPCS are full; both schools have open kindergarten seats.

Turning to renewal, Jane provided an update on where we’ve been and next steps on the renewal journey. To date, we’ve received some information and insights back from the process. For instance, the SER Report provided overall ranking. Teacher Deliver Highly Effective instruction—which was based on classroom observation—was the only area marked “Developing”. All other areas were Effective or Highly Effective. Data from renewal provided PARCC scores and enrollment performance and trends (linked in presentation). Finally, for the 5E Survey—which is the first time PPPCS participated in the renewal process—we expect to yield an “effective”. Areas of improvement include “collective responsibility”, “rigorous study habits”, and “safety”.

Miss Augustine, CHPCS principal, provided the CHPCS report, which included summer program highlights. Looking ahead, the team is preparing to welcome K-4 in Year 2, moving from 186 to 263 students YOY. This necessitates enhancements to policies, curriculum, etc. Ms. Augustine also provided headlines from the school’s Human Capital Report, notably that 92% of Y1 staff is returning for Y2. This school year, CHPCS has 12 newly created positions and 3 converted positions. Of note, CHPCS was not able to hire a certified music teacher, but excited by qualified hire and moving through certification process throughout year. Ms. Augustine also shared the steps and best practices behind the school’s hiring process and what CHPCS’s qualifications/preferences (i.e., “Look fors”) when interviewing candidates.

Mr. del Toro, PPPCS principal, provided the PPPCS report, which included updates from the school’s summer program where 81 students participated in Math and ELA instruction and 30 Middle School students participated in Elev8’s Freedom School Program. Looking ahead, PPPCS is preparing for the new school year. Of note, PPPCS is 100% staffed. The school recently completed new summer institute for those new to the profession or to PPPCS. Hiring over the summer involved filling eleven vacancies and facilitating five internal shifts. Mr. del Toro providing the PPPCS 2022-2023 hiring report (linked in agenda), which included PPPCS’s hiring process and new teacher demographics. Finally, Mr. del Toro reviewed challenges and reflections from the process, including candidate pool and late promotions resulting in vacancies. Looking ahead, Hispanic population is not as represented by teacher/staff demographics as it could be, and Mr. del Toro identified this as a continued area of focus.

V. Governance Committee Report*

Lauren Stutzman, committee chair, provided Governance update. She reviewed the School Closure Policy, which was unanimously approved by the Governance Committee. The Committee will ask for a vote from the Board next month. Additionally, the Committee is working with PALs to create a Parent At

Large job description. Committee requesting that the new PAL, previously mentioned in PAL update, be updated by November.

VI. Governance Committee Report*

Paul Rishar, committee chair, provided Finance update. He walked the Board through the Internal Controls Manual updates, which included roles/responsibilities for new additions and policies for credit card usage now that the organization has a credit card. Board will vote on these changes at the September meeting, as these are material changes. Paul asked that Board members carefully review.

VII. Facilities Committee Report*

Lazette Wells, committee chair, provided Facilities update, which focused on Phase II construction at Clay Hill. Lazette previewed anticipated cost breakdown, with a total cost of \$5.8m. Jane previewed scenarios which could play out, as the projected cost is prohibitive. Conversations with the Archdiocese are ongoing as both partners are working toward a mutually beneficial solution.

VI. Closing Items

- A. The meeting adjourned at 8:35 pm.
- B. The next board meeting is September 21 at 7 pm.