

YouthBuild Philadelphia Charter School
1231 N Broad St, Philadelphia PA, 19122
Board of Trustees Meeting
December 11, 2023 | Zoom Meeting
Meeting ID: 958 0463 6407 | Passcode: s0eQ7k
9:00 - 11:00 AM

Minutes

Present: Kiley Smith Kelly (*Chair*), Carneisha Kwashie (*Vice Chair*), Scott Lillis (*Treasurer*), Charles Esser (*Secretary*), Whitney A. E. Arjun, Jared Farbman, Erin McNamara Horvat, Zachary Vigneault, Chuck Esser, Darrell Davis, Alicia Smith

Absent: April D. Voltz, Melanie McCottry

Staff: Le'Yondo Dunn, Kazmir Davis, Kianna Cooper, Theo Molloy, Megan Gundogdu, Allison Predjulek, Adesanya Karade.

Guests: Jon Smollen, Alvin McLaughlin.

Welcome, Opening Remarks, and Business Items (Kiley Smith Kelly and Le'Yondo Dunn)

- All business items and documents needing approval are provided to the Board for review prior to the Board Meeting.
- **Motion** by S. Lillis **to approve October Board Meeting minutes**. Second by E. McNamara Horvat, motion unanimously **approved**.
- **Motion** by S. Lillis **to approve a change in facility from 1231 N Broad St, Philadelphia PA, 19122 to 2309 N Broad St, Philadelphia PA, 19122**. Second by W. Arjun, motion unanimously **approved**.
- **Motion** by E. McNamara Horvat **to approve the following IT Policies: Chromebook Policy, Security Incident Response Team Charter Policy, and Vulnerability and Patch Management Policy**. Second by S. Lillis, motion unanimously **approved**.
- **Motion** by C. Kwashie **to approve a vote to nominate Alvin McLaughlin to the YBP Board for a 1-year term**. Second by S. Lillis, motion unanimously **approved**.
- **Motion** by W. Arjun **to approve Alvin McLaughlin as a YBP Board Member for a 1-year term** - effective December 11, 2023. Second by Z. Vigneault, motion unanimously **approved**.
- **Motion** by Z. Vigneault **to approve a vote to nominate Jon Smollen to the YBP Board for a 1-year term**. Second by C. Kwashie, motion unanimously **approved**.
- **Motion** by S. Lillis **to approve Jon Smollen as YBP Board Member for a 1-year term** - effective December 11, 2023. Second by A. Smith, motion unanimously **approved**.
- A. McLaughlin affirms Board Member Oath of Office with right hand raised.
- J. Smollen affirms Board Member Oath of Office with right hand raised.

School Leaders Update (Le'Yondo Dunn):

- L. Dunn shares an update with the Board in regard to YBP's current school year: YBP field trip to Harrisburg to meet with the Shapiro Administration, Trammell Crow Service Day, EY Connect

Day, a YB student led Non-Profit startup to engage youth called Philly Youth Make a Change (PYMC), and more.

- L. Dunn shares November 2023 Staff Pulse Survey data to Board Members.

Committee Updates (Scott Lillis, Allison Predjulek, Theo Molloy, and Maxwell Akuahmoh-Boateng):

Finance Committee:

- S. Lillis shares results of external audits with the Board.
- **Motion** by J. Farbman **to approve FY23 financial statements for publication**. Second by C. Kwashie, motion unanimously **approved**.
- A. Predjulek shares an update on line of credit, cash reserves, and debt balances.

Development Committee:

- T. Molloy shares an update on gifts given, among them being a significant investment in student housing.
- T. Molloy shares outcomes from the Development Committee Retreat.

New Building Updates (Allison Predjulek):

- A. Predjulek shares an update on 2309 N Broad St. regarding construction progress, owner's work, parking lot, solar install, and upcoming site visits.

Vocational Program Update (Le'Yondo Dunn):

- L. Dunn shares background on vocational program feedback from students, staff, and professionals with the Board.
- L. Dunn shares the current vocational programming and the new proposed vocational program offerings with the Board.
- **Motion** by C. Esser **to approve a transition from the six vocational programs currently offered at YBP to three vocational clusters: Building Trades, Culinary, and Health Sciences**. Second by E. Mcnamara-Horvat, motion unanimously **approved**.
- Board Members make a point to explicitly including language around soft and hard skills that students will learn in each new vocational cluster.

Pay Compensation Update (Le'Yondo Dunn):

- L. Dunn shares YB Philly's new compensation philosophy, employee groups, and salary structure with the Board.
- **Motion** by J. Smollen **to approve new YBP Pay Structure, Scales, and Philosophy**. Second by D. Davis, motion unanimously **approved**.

End - Adjourn Board Meeting (Kiley Smith Kelly):

- **Motion by C. Esser to adjourn Board Meeting.** Second by J. Farbman, motion unanimously approved.