

**COMMUNITY ACADEMY OF PHILADELPHIA**  
**Minutes of a Meeting**  
**of the Board of Directors**  
**Held January 11, 2021**

A meeting of the Board of Directors (the “Board”) of Community Academy of Philadelphia, a Pennsylvania Charter School, a Pennsylvania non-profit corporation (the “School”), was held by videoconference on Monday, January 11, 2021. The following Board members were present at the meeting: John M. Fitzsimmons, MD, MBA, Chair of the Board (who joined the meeting after it commenced); Wendy Williams, MSW, Vice Chair of the Board; Marangeli Osoria, BS; Frank Viola, MA, MPA; Jesus Vasquez, BS-MIS; Jose Gomez, MS (who joined the meeting after it commenced); Stephanie Hernandez, Esq.; TiRease Holmes, MS and MBA; and *ex officio*, non-voting Board member, Joseph H. G. Proietta, Founder and President Emeritus of the School. Also present at the meeting were Alberta P. O’Brien, EdD, Chief Executive Officer (“CEO”) of the School; Elizabeth McCluskey, EdD, Chief Academic Officer; Kianna Acebeo, BS, Executive Assistant to the CEO; and Maria Granholm, Esq. of Duane Morris LLP. Board member Candido Silva, Jr. were absent from the meeting.

Having met a quorum, Ms. Williams, acting as Chair of the meeting, called the meeting to order at 4:01 p.m.

As the first order of business, Ms. Williams called for a review of the attached minutes from the regularly scheduled meeting of the Board held on December 7, 2020. The Board reviewed and discussed the draft minutes. Thereafter, upon a motion that was duly made and seconded, the minutes from the meeting of the Board held on December 7, 2020 were unanimously approved. The Board directed that the minutes be placed in the School’s minute book. Board members Dr. Fitzsimmons and Mr. Gomez joined the meeting following review and approval of such minutes.

Second, Ms. Williams asked if there were any speakers who wished to address the Board and there were none.

Third, Dr. O’Brien provided an update to the Board regarding the ongoing COVID-19 pandemic and various matters related thereto. Dr. O’Brien first shared updates from a recent virtual meeting with the Pennsylvania Department of Health and reviewed with the Board the phased COVID-19 vaccination roll-out, including the phase in which teachers will be eligible to receive vaccination and distribution challenges and differences across the various Pennsylvania and New Jersey counties in which the School’s teachers and staff reside. Dr. O’Brien next reviewed recent requirements, guidelines and recommendations from the Pennsylvania Department of Education and the City of Philadelphia related to in-person gatherings and virtual versus in-person learning, including the attached chart regarding recommended instructional model based on level of community transmission in a given county. Dr. O’Brien also provided insight regarding whether other schools in Philadelphia are conducting virtual or in-person classes (or a combination of the two) and preferences of the School’s teachers regarding virtual versus in-person teaching based upon recent polls the School conducted. During the course of such update, Dr. O’Brien responded to a number of questions from the Board. Dr. O’Brien then reviewed with the Board the attached proposed Resolution No. 1, which would delay the start of the School’s reopening process until February 17, 2021 for grades K through 4, and March 1, 2021 for grades

5 through 12. After a lengthy discussion of the resolution, including a revision to the language of such resolution, following a motion duly made and seconded, Resolution No. 1, as revised, was unanimously approved by roll call vote.

Fourth, the Board discussed the annual Board retreat, originally scheduled for February 8, 2021, and whether to cancel, or otherwise modify, the retreat given the ongoing COVID-19 pandemic. The Board discussed concerns with meeting in-person in February, the desire to eventually meet in-person to discuss Board succession planning matters, timing of anticipated changes to existing Board officers and alternative options for Board member trainings that usually take place during the annual Board retreat. Following such discussion, the Board agreed to cancel the 2021 Board retreat and approved changing the time of the Board meeting scheduled for February 8, 2021 from 12 p.m. to 4 p.m.

Fifth, Ms. Williams asked whether there was any additional new business to come before the Board. There being no further business to come before the Board, upon a motion duly made and seconded the Board unanimously approved the adjournment of the meeting at 4:24 p.m.

**COMMUNITY ACADEMY OF PHILADELPHIA  
BOARD OF TRUSTEES**

**Meeting Agenda**

January 11, 2021

4:00 p.m.

Zoom Meeting

- I. Call to order**
- II. Amend, Review, and Approve Minutes**
  - a. December 7, 2020
- III. Speakers who wish to address the Board (three (3) minutes maximum per person)**
- IV. COVID-19 Vaccination Update**
- V. Discussion on Reopening Plan**
- VI. Discussion about next board meeting: Feb. 8th, 2021**
- VII. Adjourned and set date for the next Board Meeting**
  - a. Tentative Next Board Meeting: Monday, February 8, 2021, at 4PM

| Level of Community Transmission in the County | Incidence Rate per 100,000 Residents (Most Recent 7 Days) | AND/OR | PCR Percent Positivity (Most Recent 7 Days) | Recommended Instructional Models*  |
|---|---|--------|---|--|
| Low   | <10   | AND    | <5%   | Full in-person Model<br><br>OR<br>Blended Learning Model                           |
| Moderate                                      | 10 to <100  | OR     | 5% to <10%                                  | Blended Learning Model<br><br>OR<br>Full Remote Learning Model                     |
| Substantial                                   | ≥100  | OR     | ≥10%  | Blended Learning Model for Elementary Only<br><br>OR<br>Full Remote Learning Model |

\*For all instructional models, it may be appropriate for a school entity to provide in-person instruction for targeted student populations (i.e., students with disabilities, English Learners, etc.) regardless of grade.

**COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL  
BOARD OF SCHOOL TRUSTEES**

**WHEREAS**, on March 11, 2020, the World Health Organization has declared the current outbreak of COVID-19 a pandemic; and

**WHEREAS**, on March 12, 2020, the Pennsylvania Department of Education has determined that the COVID-19 pandemic constitutes an "emergency" within the meaning of Section 520.1 of the Public School Code; and

**WHEREAS**, on July 6, 2020, it was communicated to Chief School Administrators by the Pennsylvania Department of Education that §520.1 of the Public School Code provides flexibility to meet the minimum instructional time requirements for attendance of all pupils; and

**WHEREAS**, on August 6, 2020, the Board of School Directors had determined that the risks COVID-19 presents to our students, faculty, and community requires an extraordinary response; and

**WHEREAS**, on August 6, 2020, the Board finds and declares that the COVID-19 pandemic is an emergency within the meaning of §520.1 of the Pennsylvania School Code; and

**WHEREAS**, on September 21, 2020, on-going changeability of circumstances related to health and safety due to the COVID-19 pandemic call for versatile decision-making in the best interests of students, staff, and families; and

**WHEREAS**, some circumstances and planning measures have shifted in the time since the approval of the original Emergency Instructional Time Template and Phased School Reopening Health and Safety Plan; and

**WHEREAS**, on November 5, 2020, due to the changes in the positivity rate in Philadelphia and recommendations by the Philadelphia Department of Health, the Board of Trustees will change the date for grades K through 12th hybrid instruction to January 19, 2021.

**WHEREAS**, on November 5, 2020, the CAP Board of Trustees hereby approved the CEO to make temporary closure decisions dependent on environmental changes within the city;

**THEREFORE**, due to continuous changes in Philadelphia positivity rates and changes in the congregation of person orders in Philadelphia, as well, as the decision by the Commonwealth of Pennsylvania to have teachers in the Phase 1b of vaccination distribution;

**BE IT RESOLVED**, that the Board of Trustees will start the reopening process for grades K through 4 on February 17, 2021, and grades 5 through 12 on March 1st.

**COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL  
BOARD OF SCHOOL TRUSTEES**

January 11, 2021  
RESOLUTION: #1-11-2021:   1  

Recording of the vote:

| Roll Call---    | Yea                                 | Nay                      | Absent                              | Abstain                  | Comment                  |
|-----------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
| FitzSimmons, J. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Gomez, J.       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Hernandez, S.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Holmes, T.      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Osoria, M.      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Silva Jr., C.   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vasquez, J.     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Viola Jr., F.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Williams, W.    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| _____           | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |

**Summary:**   8   Y   0   N   1   Ab   0   Abt

The motion has:   ☒   Passed   ☐   Failed   ☐   Been Tabled

Alberta P. O'Brien  
Alberta P. O'Brien, EdD, CEO, Board Secretary

1/11/21