

COMMUNITY ACADEMY OF PHILADELPHIA
Minutes of a Meeting
of the Board of Directors
Held February 10, 2020

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 at the offices of the School, located at 1100 E. Erie Ave., Philadelphia, Pennsylvania 19124, on Monday, February 10, 2020. The following Board members were present at the meeting, constituting a quorum: John M. Fitzsimmons, MD, MBA, Chair of the Board; Wendy Williams, MSW, Vice Chair of the Board; Frank Viola, Jr., MA, MPA, Board Treasurer; Marangeli Osoria, BS; Guy Calcerano, MBA; Jesus Vasquez, BS-MIS; Candido Silva, Jr.; Jose Gomez, MS; Stephanie Hernandez, Esq.; TiRease Holmes, MS and MBA; and *ex officio*, non-voting Board member, Joseph H. G. Proietta, President and Chief Executive Officer (“CEO”) of the School. Also present at the meeting were Alberta P. O’Brien, EdD, Principal and Deputy CEO; Elizabeth McCluskey, EdD, Chief Academic Officer; Aykema Mabery-Austin, MBA, Chief Financial Officer; John Proietta, BBA, Deputy CEO of Non-Academic Operations; Kianna Acebeo, BS, Executive Assistant to the CEO; Michael Whisman, accountant with Charter Choices, Inc.; Justin Wheeler, accountant with Charter Choices, Inc.; and Maria Granholm, Esq. of Duane Morris LLP.

Prior to the general session of the Board meeting, the Board met in executive session to discuss confidential personnel and legal matters.

Having met a quorum, Dr. Fitzsimmons called the meeting to order at 12:20 p.m.

As the first order of business, Dr. Fitzsimmons called for a review of the **attached** minutes from the meeting of the Board held on December 9, 2019. The Board reviewed and discussed the draft minutes. Thereafter, upon a motion that was duly made and seconded, the minutes of the Board from the meeting held on December 9, 2019 were unanimously approved. The Board directed that the minutes be placed in the School’s minute book.

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

Third, Dr. Fitzsimmons requested an Accountant/Business Office update. Mr. Whisman directed the Board to the **attached** Summary and Management Report and related financial statements at December 31, 2019. Mr. Whisman first reviewed with the Board the School’s Balance Sheet at December 31, 2019, compared to June 30, 2019 (the end of the School’s fiscal year) and September 30, 2019, respectively. Mr. Whisman reported that the School’s cash increased from \$7,657,532 at June 30, 2019 and \$8,230,422 at September 30, 2019 to \$8,687,818 at December 31, 2019, primarily due to the collection of state and federal receivables for the prior fiscal year, increased tuition revenues from the School District of Philadelphia (the “School District”) and collection of capital projects reimbursements from bond proceeds. Mr. Whisman also noted changes in receivables, accounts payable and accrued salary and benefits over such period. Mr. Whisman explained to the Board that the School’s short-term financial indicators, including current ratio of 6.67 and days of operating cash on hand of 159.23, exceeded the

standards of the School District. Mr. Whisman also reported that the School's long-term financial indicators, including unrestricted net position and debt ratio, also exceeded School District's standards.

Next, Mrs. Mabery-Austin reviewed with the Board the School's income statement for the six (6)-month period ended December 31, 2019, including budget-to-actual performance for such period. Mrs. Mabery-Austin discussed with the Board key budget-to-actual variances through December 31, 2019, including, on the revenue side, higher than budgeted School District revenue primarily related to more special education students than estimated and lower than budgeted after-care revenue (due to such after-care program no longer being offered), and, on the expense side, lower than budgeted salaries and medical insurance, and higher than budgeted special education-related expenses. Mrs. Mabery-Austin reviewed the attached health insurance Premium Calculation Summary with the Board noting the three percent (3%) reduction in premiums for the renewal period. The Board acknowledged and thanked Mrs. Mabery-Austin and her colleagues for being so fastidious in managing costs, including insurance premiums, year over year. Mrs. Mabery-Austin advised that an overall positive change in net fund balance of \$592,902 is projected for the end of the fiscal year, which is \$3,051 lower than budgeted. The Board discussed, at length, the financial updates presented and the projections for year-end. During the course of their respective presentations, Mr. Whisman and Mrs. Mabery-Austin responded to various questions from Board members regarding the financial updates provided.

Next, Mrs. Mabery-Austin proposed to the Board that, at the recommendation of the Finance Committee, the School invest \$2,000,000 in certificates of deposit in accordance with the **attached** Resolution No. 1. The Board asked questions regarding and discussed the proposed investment, including investing in certificates of deposit on a rolling 3, 6 and 9 month-basis and the impact of such investment on the School's financial metrics. Following such discussion, upon a motion duly made and seconded, the Board unanimously approved Resolution No. 1 by roll-call vote.

Fourth, Dr. Fitzsimmons asked for the CEO report. First, Mr. Proietta reviewed with the Board an employee summary report noting recent employee hires and separations. The Board discussed the ordinary course turnover and the positions remaining open at the School. Next, Mr. Proietta reported that Statement of Financial Interest Forms would be circulated for review and completion later in the day as part of the annual Board retreat taking place that day.

Next, Mr. Proietta reviewed with the Board the **attached** Resolution No. 2 regarding the renewal of the School's Charter. Mr. Proietta noted, for the record, that legal matters pertaining to such Charter renewal were discussed during the executive session held prior to the commencement of the general session of the Board meeting. The Board reviewed the proposed resolution and subsequently discussed, at length, the adoption of such resolution, including, but not limited to, the status of negotiations, the negotiation issues currently open, the likelihood of resolution of such currently open issues, the risks associated with renewing versus not renewing the Charter, the recommendation of the School's outside charter school counsel, and the timing of the School's Charter renewal. Following such extensive discussions, the Board, upon a motion duly made and seconded, unanimously approved Resolution No. 2 by roll-call vote.

Mr. Proietta next presented three (3) sets of resolutions (**attached**) proposed in connection with the School's Charter renewal, to be executed by Mr. Proietta, regarding (A) compliance with the Pennsylvania Public Officials and Employee Ethics Act; (B) staff compliance with applicable state and federal requirements, including completion of appropriate background checks and obtaining necessary certifications; and (C) certification of the authorization, names, addresses and signatures of certain Board officers. Following a brief discussion, the Board, upon a motion duly made and seconded, unanimously approved the three (3) sets of resolutions required in connection with the School's Charter renewal. Mr. Proietta noted that the personal addresses of the Board officers certified in the resolution noted above (clause C) would be redacted for purposes of the resolutions shared on the School's website.

Fifth, Dr. Fitzsimmons asked for the Deputy CEO of Non-School Operations' report. Mr. John Proietta discussed with the Board the **attached** Three Year Capital Plan ("Plan"). As part of this discussion, Mr. John Proietta discussed recently completed capital improvements, capital improvements scheduled to be completed, and the most recent additions/changes to the Plan. Mr. John Proietta responded to various questions from Board members regarding the Plan, including regarding the availability and use of grants and other alternative financing and whether teachers are given the opportunity to propose capital expenditures for consideration in the Plan.

Sixth, Dr. Fitzsimmons asked for the Deputy CEO of School Operations' report. Dr. O'Brien reviewed with the Board the **attached** Resolution No. 3 regarding the modification of the School's academic calendar by two (2) instructional hours on April 3, 2020 in connection with the celebration of the School's 40th anniversary. Following some discussion of the proposed resolution, upon a motion duly made and seconded, the Board unanimously approved, by roll-call vote, the change in academic calendar set forth in Resolution No. 3.

Seventh, Dr. Fitzsimmons asked for the Chief Academic Officer's report. Dr. McCluskey reviewed the **attached** academic update with the Board. Dr. McCluskey first updated the Board regarding the School's Middle States Accreditation, noting that the School's Mid-Term Report was submitted and accepted with a complimentary comment from the Associate Vice President. Dr. McCluskey also discussed with the Board the School's designation as a Targeted Support and Improvement School; the **attached** 2018-2019 School Progress Reports (one for grades K-8 and one for high school); and the School's most recent assessment, data analysis and professional development efforts. A discussion ensued regarding such academic updates and Dr. McCluskey answered questions from the Board related thereto.

Eighth, Dr. Fitzsimmons asked whether there was any new business to come before the Board. Mr. Calcerano reported that the Board Development Committee held its first meeting and met with the new Board members. Ms. Osoria provided a summary of the meeting and several proposed actions resulting from such meeting, including a more formal process for tracking board members, including their respective terms, expertise and relevant connections, and a more formal board development process. The Board discussed such proposed actions at length. Following such discussion, the consensus of the Board was to commence its next meeting at 2:30 p.m., instead of 4:00 p.m., and use such additional time to discuss board development matters and processes, including the transition of the Board President and Treasurer.

As an additional item of new business, Ms. Williams noted to the Board that the School is collecting baskets and other donations for a silent auction at the School's 40th anniversary celebration. Ms. Williams offered to collect any Board donations and deliver them to the appropriate School staff on behalf of the Board.

Mr. Proietta reminded the Board that the next Board meeting would take place on March 23, 2020 at 2:30 p.m., rather than 4:00 p.m., per the Board's prior discussion.

There being no further business to come before the Board, upon a motion duly made, seconded and unanimously approved, the meeting was adjourned at 1:50 p.m.

Community Academy of Philadelphia Charter School

Financial Statements

December 31, 2019

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12/31/2019

Members of the Board of Trustees
Community Academy of Philadelphia Charter School (CAP)

This Summary and Management Report presents information we believe is important to you as members of the school board. We encourage you to review the sections of this report and we would be pleased to furnish additional information as requested.

Monthly financials are intended to provide a snapshot of the financials as of a specific point in time. As a result, they are subject to variances due to timing – the most common example is when invoices are received after the financials are prepared.

Balance Sheet

Balance Sheet Analysis	June 30, 2019	September 30, 2019	December 31, 2019
Cash	7,657,532	8,230,422	8,687,818
Cash - Deferred	-	-	-
State Receivables	192,767	183,895	2,535
Federal Receivables	344,636	37,577	30,517
Accounts Payable/Accrued Expenses	830,038	712,030	851,184
Accrued Salary and Benefits	1,063,966	116,364	468,789
Metrics	June 30, 2019	September 30, 2019	December 31, 2019
Current Ratio - SDP standard 1.1	4.39	10.20	6.67
Days Operating Cash on Hand - SDP standard 60 days	151.49	150.85	159.23
Unrestricted Net Position - SDP standard at least 16.66%	28.01%	36.60%	33.20%
Debt Ratio - SDP standard at most 85%	21.47%	9.25%	14.18%

- The school’s cash balance increased from \$8,230,422 September 30, 2019 to \$8,687,818 at December 31, 2019. This is due to the collection of prior year state receivables, increased district tuition revenues, and collection of capital projects reimbursements from bond proceeds.
- Total current liabilities at December 31, 2019 are approximately \$312,104 higher than at September 30, 2019. This increase is primarily a result of additional accrued salary and benefits and as well as the PSERS employer liability.
- The school’s current ratio, a measure of its ability to meet current payment obligations, decreased from 10.20 at September 30, 2019 to 6.67 at December 31, 2019 due to increases in PSERS employer and payroll accrual liabilities.

- Days of cash on hand increased from 150.85 to 159.23 due to collection of outstanding receivables.

Income Statement

Income Statement Analysis	Year to Date Actuals	Year to Date Budget	YTD Variance - favorable/ (unfavorable)	Projection	Budget	YTD Variance - favorable/ (unfavorable)
Income						
Local Education Agencies Revenue	8,804,200	8,821,451	(17,251)	17,689,450	17,642,902	46,547
Other Local Revenues	252,157	237,523	14,634	777,130	759,189	17,941
State Revenue	9,521	10,000	(480)	241,155	241,155	-
Federal Revenue	754,865	753,005	1,861	2,245,703	2,242,766	2,937
Proceeds from Debt	-	-	-	-	-	-
Total Income	9,820,743	9,821,978	(1,236)	20,953,437	20,886,012	67,425
Expenses						
Salaries and Benefits	6,354,418	6,677,831	323,413	14,484,863	14,656,465	171,602
Rent	675,869	675,869	-	1,184,869	1,184,869	-
Sped Costs	495,304	416,167	(79,136)	1,449,304	1,225,000	(224,304)
Legal	9,237	45,000	35,763	98,070	110,000	11,930
Reserve	-	-	-	375,000	375,000	-
Other	1,143,921	1,085,802	(58,119)	2,181,948	2,137,225	(44,723)
Total Expenditures	8,762,355	8,985,669	223,314	19,985,535	19,915,059	(70,476)
Reserve				375,000	375,000	-
Net Income(loss)	1,058,387	836,309	222,078	592,902	595,953	(3,051)

- The school's revenues are projected to be \$67,425 greater than budgeted. This is due to three additional students being identified as special education as well as increases in some local revenues.
- The school's expenses are projected to be \$70,476 over budget. This is largely due to increased expenses related to special education, including transportation (\$54,553) and Sped outside services (\$169,751). These cost increases are partially offset by savings in personnel, legal, and equipment expenditures.

COMMUNITY ACADEMY OF PHILADELPHIA
Comparative Balance Sheets
at June 30, 2019 and December 31, 2019

	[A] June 30, 2019 (Audited)	[B] December 31, 2019	[B] - [A] Increase (decrease)
<u>ASSETS</u>			
Current Assets			
Cash	7,657,532	8,687,818	1,030,286
Cash - Deferred	-	-	-
State Subsidies Receivable	192,767	2,535	(190,232)
Federal Subsidies Receivable	344,636	30,517	(314,119)
Other Receivables	85,562	80,982	(4,580)
Prepaid Expenses	36,998	-	(36,998)
Total Current Assets	8,317,496	8,801,852	484,356
Fixed Assets			
Buildings & Improvements	339,727	339,727	-
Furniture & Equipment	3,429,312	3,429,312	-
Vehicles	239,217	239,217	-
Less: Accumulated Depreciation	(3,502,122)	(3,502,122)	-
Net Fixed Assets	506,134	506,134	-
Other Assets			
Deferred Outflow of Resources	3,683,824	3,683,824	-
Net Other Assets	3,683,824	3,683,824	-
TOTAL ASSETS	12,507,454	12,991,810	484,356
<u>LIABILITIES & EQUITY</u>			
LIABILITIES			
Current Liabilities			
Accounts Payable & Accrued Expenses	830,038	851,184	21,146
Payroll Accruals	1,063,966	468,789	(595,177)
Current Portion of Long-Term Financing	-	-	-
Deferred Revenue	-	-	-
Total Current Liabilities	1,894,004	1,319,973	(574,031)
Long-Term Liabilities			
Pension Liability	24,002,000	24,002,000	-
OPEB Liability	1,042,000	1,042,000	-
Deferred Inflow of Resources	1,736,374	1,736,374	-
Deferred Rent	525,604	525,604	-
Total Long-Term Liabilities	27,305,978	27,305,978	-
TOTAL LIABILITIES	29,199,982	28,625,951	(574,031)
EQUITY			
Invested in capital assets, net of related debt	501,224	506,134	4,911
Amount provided for Pensions	(23,099,619)	(23,096,550)	3,069
Committed	4,525,000	4,525,000	-
Unrestricted	1,380,867	2,431,275	1,050,408
TOTAL EQUITY	(16,692,528)	(15,634,141)	1,058,387
TOTAL LIABILITIES & EQUITY	12,507,454	12,991,810	484,356

Balance Sheet Metrics

Current Ratio	4.39	6.67	2.28
Days Cash on Hand	151.49	159.23	7.74

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL
BUDGET to ACTUAL REPORT
For the Six Months Ending December 31, 2019

	Year-to-date Actual	Year-to-date Budget	YTD Variance - favorable/ (unfavorable)	End-of-year Projection	FY2020 Budget	EOY Variance - favorable/ (unfavorable)
ADM						
Regular	936	941	(5)	938	941	(3)
Special Education	284	279	5	282	279	3
Rates						
Regular	10,157	10,157	-	10,157	10,157	-
Special Education	28,980	28,980	-	28,980	28,980	-
Revenue						
School District - Regular Ed	4,788,102	4,778,789	9,313	9,524,934	9,557,577	(32,643)
School District - Special Ed	4,016,098	4,042,663	(26,564)	8,164,516	8,085,325	79,190
Total Local Educational Agency Revenue	8,804,200	8,821,451	(17,251)	17,689,450	17,642,902	46,547
Interest Income	40,260	32,500	7,760	76,000	65,000	11,000
Food Service Revenue	10,768	12,500	(1,732)	25,000	25,000	-
Bookstore Sales	43,978	45,000	(1,022)	60,000	60,000	-
Federal IDEA Revenue Pass Through	-	-	-	245,534	245,534	-
Rental Revenue	76,523	76,523	-	183,655	183,655	-
Contributions & Donations	1,000	2,000	(1,000)	5,000	4,000	1,000
Daycare revenue	34,936	37,500	(2,564)	75,000	75,000	-
Aftercare revenue	50	11,500	(11,450)	50	23,000	(22,950)
Prom Revenue	-	-	-	18,000	18,000	-
Honor Banquet Revenue	-	-	-	5,000	5,000	-
Revenue from School Activities	15,697	17,500	(1,803)	47,447	45,000	2,447
HS Summer School	-	-	-	5,000	5,000	-
Miscellaneous Revenue	28,944	2,500	26,444	31,444	5,000	26,444
Total Local Revenue -Other	252,157	237,523	14,634	777,130	759,189	17,941
Rent Reimbursement	-	-	-	183,655	183,655	-
Health Services Reimbursement	-	-	-	22,500	22,500	-
PA Subsidy for Milk, Lunch and Breakfast Program	9,521	10,000	(480)	35,000	35,000	-
Total State Revenues	9,521	10,000	(480)	241,155	241,155	-
Title I - Improving Basic Programs	357,760	357,760	-	1,073,279	1,073,279	-
Title II- Improving Teacher Quality	26,482	31,588	(5,106)	79,445	89,657	(10,212)
Ready to Learn	102,297	102,297	-	102,297	102,297	-
Title III	16,109	12,242	3,867	30,204	22,470	7,734
Title IV	26,826	24,119	2,708	80,478	75,063	5,415
Medical Assistance (ACCESS)	-	-	-	20,000	20,000	-
Fed Subsidy for Milk, Lunch and Breakfast Program	225,392	225,000	392	860,000	860,000	-
Total Federal Revenues	754,865	753,005	1,861	2,245,703	2,242,766	2,937
TOTAL REVENUE	9,820,743	9,821,978	(1,236)	20,953,437	20,886,012	67,425

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL
BUDGET to ACTUAL REPORT
For the Six Months Ending December 31, 2019

	Year-to-date Actual	Year-to-date Budget	YTD Variance - favorable/ (unfavorable)	End-of-year Projection	FY2020 Budget	EOY Variance - favorable/ (unfavorable)
Expenses						-
Salaries	4,220,859	4,401,607	180,748	9,433,930	9,504,996	71,066
Medical Insurance	621,641	700,000	78,359	1,649,314	1,682,745	33,431
Dental Insurance	30,254	39,420	9,166	72,255	78,840	6,584
Life & Disability Insurance	4,867	5,500	633	10,867	12,000	1,133
Social Security - Employer	317,313	336,723	19,410	716,113	727,132	11,020
Retirement Contributions	1,086,919	1,105,194	18,275	2,431,892	2,468,441	36,549
Tuition Reimbursement	16,916	25,000	8,084	63,181	65,000	1,819
Unemployment Compensation	21,262	30,000	8,738	50,000	60,000	10,000
Workers' Compensation	34,387	34,387	-	57,312	57,312	(0)
Employee Training & Development	876	12,000	11,124	22,126	24,000	1,874
General Supplies	274,577	275,000	423	373,316	362,200	(11,116)
Books & Periodicals	64,989	75,000	10,011	133,906	137,000	3,094
Furniture / Equipment	18,617	10,000	(8,617)	77,576	89,500	11,924
International Studies	140,931	57,750	(83,181)	150,000	160,000	10,000
Travel	2,188	1,500	(688)	21,184	23,750	2,566
SPED Student Transportation	62,553	40,000	(22,553)	134,553	80,000	(54,553)
Postage / Delivery	4,109	3,000	(1,109)	8,234	8,250	16
Food Expense	13,766	13,000	(766)	30,683	31,000	317
Advertising	100	2,000	1,900	5,000	5,000	-
Dues & Fees	46,868	40,000	(6,868)	84,993	79,500	(5,493)
Finance Charges & Late Fees	-	-	-	100	100	-
Miscellaneous Expenses	17,334	10,000	(7,334)	22,334	20,000	(2,334)
Consultant / Outside Services	74,618	82,500	7,882	292,898	247,500	(45,398)
Sped Outside Services	432,751	376,167	(56,584)	1,314,751	1,145,000	(169,751)
Legal	9,237	45,000	35,763	98,070	110,000	11,930
Accountant	39,320	39,320	-	94,095	94,095	-
Audit	7,285	10,000	2,715	24,000	20,000	(4,000)
Payroll Expense	11,190	15,000	3,810	28,690	30,000	1,310
Rent - Erie	675,869	675,869	-	1,184,869	1,184,869	-
Insurance - General	100,565	100,000	(565)	128,330	128,330	-
Cleaning	26,973	26,667	(306)	80,476	80,000	(476)
Repairs & Maintenance	49,716	60,000	10,284	122,716	138,500	15,784
Copier Lease / Rentals	30,057	42,500	12,443	78,473	85,000	6,527
Communications	21,437	15,000	(6,437)	26,187	15,000	(11,187)
Utilities	56,447	55,000	(1,447)	163,114	160,000	(3,114)
Capital Projects	(0)	-	0	(0)	-	0
Food Service Contract	225,565	225,565	0	800,000	800,000	0
TOTAL EXPENDITURES	8,762,355	8,985,669	223,314	19,985,535	19,915,059	(70,476)
RESERVE				375,000	375,000	-
NET CHANGE IN FUND BALANCE	1,058,387	836,309	222,078	592,902	595,953	(3,051)

**COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL
BOARD OF SCHOOL DIRECTORS
FEBRUARY 10, 2020**

RESOLUTION: #02-10-2020 NO. 1

RESOLVED that members of the Board of School Directors approve a two million dollars transfer from the operating account into a newly established investment account. Transferred funds will be placed in certificate deposits to not exceed \$250,000 each with entities that are FDIC insured.

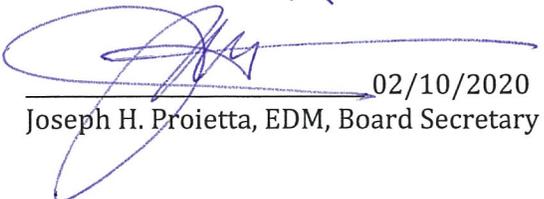
Recording of the vote:

Roll Call---	Yea	Nay	Absent	Abstain	Comment
Calcerano, G.	<u>X</u>	_____	_____	_____	_____
FitzSimmons, J.	<u>X</u>	_____	_____	_____	_____
Gomez, J.	<u>X</u>	_____	_____	_____	_____
Hernandez, S.	<u>X</u>	_____	_____	_____	_____
Holmes, T.	<u>X</u>	_____	_____	_____	_____
Osoria, M.	<u>X</u>	_____	_____	_____	_____
Silva Jr., C.	<u>X</u>	_____	_____	_____	_____
Vasquez, J.	<u>X</u>	_____	_____	_____	_____
Viola Jr. F.	<u>X</u>	_____	_____	_____	_____
Williams, W.	<u>X</u>	_____	_____	_____	_____

(*Note: Those Board members appropriately abstain from their own nomination and election but vote in favor of all others)

Summary: 10 Y 0 N 0 Ab 0 Abt

The motion has X Passed _____ Failed _____ Been Tabled


02/10/2020
Joseph H. Proietta, EDM, Board Secretary



Renewal for Community Academy of Philadelphia

Dependent/ Student Age: 26/26

Rates Based: Renewal

Contracts as of Date 10/31/2019

Renewal Period: 3/1/2020 - 2/28/2021

Premium Calculation Summary

Benefit	Estimated Current Enrolled Contracts	Estimated Current Monthly Premium	Estimated Monthly Renewal Premium	Estimated Monthly Percent Change
HMO				
Keystone Health Plan East C2-F4	117	\$101,446.00	\$96,245.86	-5.13%
Sub-Total		\$101,446.00	\$96,245.86	-5.13%
PPD				
Personal Choice 10/20/70	7	\$7,315.09	\$6,940.30	-5.12%
Sub-Total		\$7,315.09	\$6,940.30	-5.12%
Drug				
PC Standard Rx \$10/\$20 w/orals	7	\$1,474.62	\$1,499.99	1.72%
HMO-POS Standard RX \$10/\$20 w/Oral OOPM 2017	117	\$23,848.27	\$25,378.05	6.41%
Sub-Total		\$25,322.89	\$26,878.04	6.14%
Estimated Total Monthly Premium		\$134,083.98	\$130,064.20	-3.00%
Estimated Monthly Change in Premium				-\$4,019.78
Estimated Current Annual Premium		Estimated Annual Renewal Premium	Estimated Annual Change in Premium	Estimated Annual Percent Change
\$1,609,007.76		\$1,560,770.40	-\$48,237.36	-3.00%

Signature: _____

Date: _____

COMMUNITY ACADEMY OF PHILADELPHIA, CS
EMPLOYEE SUMMARY REPORT SINCE DECEMBER 9, 2019

NEW HIRES				
NAME	TITLE	ACTION	DATE	SALARY
ELEMENTARY				
Karen Boyle	School Counselor	New Hire	1.27.2020	\$46,298.00
HIGH SCHOOL				
Aubrey Woodward	English Teacher	New Hire	2.10.2020	\$55,435.00
SEPARATED EMPLOYEES				
NAME	TITLE	ACTION	Date	SALARY
HIGH SCHOOL				
Zara Wilcox	Foreign Language Teacher	Resigned	1.31.2019	\$49,188.00
SPECIAL EDUCATION				
Joseph Leipert	SPED Teacher	Resigned	1.24.2020	\$76,784.00
ELEMENTARY				
Ashley Rios-Rivera	Behavior Support Staff	Separated	2.10.2020	\$30,000.00
OPERATIONS				
Tiara Ballard-Holmes	Security Officer II	Resigned	1.23.2020	\$14.15



COMMONWEALTH OF PENNSYLVANIA
STATE ETHICS COMMISSION

Finance Building
613 North Street, Room 309
Harrisburg, PA 17120-0400
(717) 783-1610 or Toll Free 1-800-932-0936
www.ethics.pa.gov



STATE ETHICS COMMISSION STATEMENT OF FINANCIAL INTERESTS

THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK IS NOT COMPLETED OR IF SIGNATURE OR DATE IS MISSING.

SIGN THE FORM USING THE CURRENT DATE. DO NOT BACK DATE SIGNATURE.

THOSE INDIVIDUALS WHO HOLD MORE THAN ONE OFFICE AND/OR POSITION MUST FILE A COPY OF THEIR FORM AT EACH FILING LOCATION.

FILERS MAY USE THE ONLINE FILING SYSTEM AT THE STATE ETHICS COMMISSION'S WEBSITE: WWW.ETHICS.PA.GOV. A PAPER COPY MAY STILL BE REQUIRED TO BE SUBMITTED TO YOUR FILING LOCATION. FILERS SHOULD CHECK WITH THEIR FILING LOCATION FOR REQUIREMENTS.

THIS FORM MUST BE COMPLETED AND FILED BY:

- A Candidates** - Persons seeking elected state, county and local public offices, including first-time candidates, incumbents seeking re-election, and write-in candidates who do not decline nomination/election within 30 days of official certification of same.
- B Nominees** - Persons nominated for public office subject to confirmation.
- C Public Officials** - Persons serving as current state/county/local public officials (elected or appointed). The term includes persons serving as alternates/designees. The term excludes members of purely advisory boards.
- D Public Employees** - Individuals employed by the Commonwealth or a political subdivision who are responsible for taking or recommending official action of a non-ministerial nature with regard to: contracting or procurement; administering or monitoring grants or subsidies; planning or zoning; inspecting, licensing, regulating or auditing any person; or any other activity where the official action has an economic impact of greater than a de minimis nature on the interests of any person. The term does not include individuals whose activities are limited to teaching.

A former public official or former public employee must file the year after termination of service with the governmental body.

- E Solicitors** - Persons elected or appointed to the office of solicitor for political subdivision(s).

IMPORTANT: Please read all instructions carefully prior to completion of form. Also, review the filing chart (Page 4) for proper filing location. Any questions may be directed to the State Ethics Commission at (717) 783-1610 or Toll Free at 1-800-932-0936.

This Form is required to be filed pursuant to the provisions of the Public Official and Employee Ethics Act "Ethics Act," 65 Pa.C.S. § 1101 et. seq.

STATEMENT OF FINANCIAL INTERESTS INSTRUCTIONS

Please print neatly in capital letters. If you require more space than has been provided, please attach an 8 1/2" x 11" piece of paper to the form. Blocks 01 through 06 are for current information.

- Block 01** Please fill in your last name, first name, middle initial and suffix (if applicable) in the boxes provided. Public office candidates should use the exact name used on official nomination petition or papers.
- Block 02** List an office (business or governmental) or home address and daytime telephone number.
- Block 03** Please check the block or blocks to indicate your status. See definitions on page 1. If you are correcting a prior filing, please check the block designating an amended form.
- Block 04** Please check the appropriate block (seeking, hold, held) for each position you list in the blocks below. List all public position(s) which you are seeking, currently hold, or have held in the prior calendar year. Please be sure to include job titles and official titles such as "member" or "commissioner" (even if serving as an alternate/designee).
- Block 05** Please list all political subdivision(s) agency(ies) as to which you: (1) are presently seeking a public position or public office as a candidate (incumbent or non-incumbent) or nominee; (2) presently hold a public position or public office; and/or (3) previously held a public position or public office during all or any portion of the calendar year listed in block 07. (The term "political subdivision" includes a county, city, borough, incorporated town, township, school district, vocational school, county institution, district, and any authority, entity or body organized by the aforementioned).
- Block 06** Please list your current occupation or profession. This information may be the same as stated in block 04.
- Block 07** List the calendar year for which you are filing this form. Like tax returns, these forms disclose financial information for a prior calendar year. For example, for the form due May 1, 2020, block 07 would read "2019." The information in blocks 08 through 15 should represent financial interests for the calendar year listed.
- Block 08** **REAL ESTATE INTERESTS:** This block contains the address of any property which was involved in transactions (leasing, purchasing, or condemnation proceedings of real estate interests) with the Commonwealth or any other governmental body within the Commonwealth. If you have no direct or indirect interests in such a property, then check "NONE."
- Block 09** **CREDITORS:** This block contains the name and address of any creditor and the interest rate of any debt over \$6,500 regardless of whether such debt is held solely by you or jointly by you and any other individual, including your spouse, where each obligor is fully responsible for the obligation. A joint obligation with other persons for which the filer is responsible only for a proportional share that is less than the reporting threshold, is not required to be reported. **Do not report** a mortgage or equity loan on your home (or secondary home), or loans or credit between you and your spouse, child, parent or sibling. Car loans, credit cards, personal loans and lines of credit must be listed on the form if the balance owed was in excess of \$6,500 at any time during the calendar year. If you do not have any reportable creditor, then check "NONE."
- Block 10** **DIRECT OR INDIRECT SOURCES OF INCOME:** List the name and address of each source of \$1,300 or more of gross income - - including but not limited to gross income from the public position - - regardless of whether such income is received solely by you or jointly by you and another individual, such as a spouse. "Income" includes any money or thing of value received or to be received as a claim on future services or in recognition of services rendered in the past, whether in the form of a payment, fee, salary, expense, allowance, forbearance, forgiveness, interest, dividend, royalty, rent, capital gain, reward, severance payment, proceeds from the sale of a financial interest in a corporation, professional corporation, partnership or other entity resulting from termination/withdrawal therefrom upon assumption of public office or employment or any other form of recompense or combination thereof. The term refers to gross income and includes prize winnings and tax-exempt income but does not include gifts, governmentally-mandated payments or benefits, retirement, pension or annuity payments funded totally by contributions of the public official or employee, or miscellaneous incidental income of minor dependent children. If you do not have ANY reportable source of income, then check "NONE."
- Block 11** ***GIFTS:** For each source of gifts(s) valued at \$250 or more in the aggregate, list the following information: the name and address of the source; the circumstances, including a description of each gift; and the value of the gift(s). **Do not report** political contributions otherwise reportable as required by law, gift(s) from friends or family members (the term "friend" does not include a registered lobbyist or employee of a registered lobbyist), or any commercially-reasonable loan made in the ordinary course of business. The Commission has held that a person cannot be deemed a "friend" if that person and/or a business with which that person is associated is regulated by or has contracts with the public official's governmental body. If you did not receive any reportable gift, then check "NONE."
- Block 12** ***TRANSPORTATION, LODGING OR HOSPITALITY EXPENSES:** List the name and address of each source and the amount of each payment/reimbursement by the source for transportation, lodging or hospitality that you received in connection with your public position if the aggregate amount of such payments/reimbursements by the source exceeds \$650 for the calendar year for which you are reporting. Do not report reimbursements made by a governmental body or by an organization/association of public officials/employees of political subdivisions that you serve in an official capacity. If you do not have any reportable expense payments/reimbursements, then check "NONE."
- Block 13** **OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS ENTITY:** List both the name and address of the business entity for any office that you hold (Example: President, Vice President, Secretary, Treasurer), any directorship that you hold (through service on a governing board such as a board of directors), and any employment that you have in any capacity whatsoever as to any business entity. This block focuses solely on your status as an officer, director or employee, regardless of income. If you do not have any office, directorship or employment in any business entity to report, then check "NONE."
- Block 14** **FINANCIAL INTERESTS:** List the name and address and interest held in any business for profit of which you own more than 5% of the equity or more than 5% of the assets of economic interest in indebtedness. If you do not have any such financial interest to report, then check "NONE."
- Block 15** **TRANSFERRED BUSINESS INTERESTS:** List the name and address of any business in which you transferred a financial interest (as defined in block 14 above) to a member of your immediate family (parent, spouse, child, brother or sister), as well as the interest held, relationship to the individual, and date of transfer. If you did not transfer any such business interest, then check "NONE."
- Signature** Please sign the form and enter the current date. **Back dating the form is a violation of law and could result in the initiation of civil, administrative and/or criminal penalties.**

*Please note the Commission has long held that the receipt of things of value, such as gifts, transportation, lodging and hospitality from vendors, those regulated, and others, may form the basis for a conflict of interest under Section 1103(a) of the Ethics Act.

WHO MUST FILE, WHERE TO FILE, AND WHEN TO FILE

WHO MUST FILE	ORIGINAL COPY	ADDITIONAL FILINGS*	WHEN TO FILE
A. STATUS BLOCK A - CANDIDATES			
Statewide State Senate State House Supreme Court Superior Court Common Pleas Court Traffic Court Municipal Court Commonwealth Court	State Ethics Commission	Append to nomination petition when filed with the State Bureau of Elections 210 North Office Building Harrisburg, PA 17120-0029	ON OR BEFORE THE LAST DAY FOR FILING A PETITION TO APPEAR ON THE BALLOT FOR ELECTION
Constables / Deputy Constables	State Ethics Commission	Append to nomination petition when filed with County Board of Elections	
Countywide City Borough Township Municipality (home rule charter)	File with the Clerk/Secretary in the Municipality in which you are a candidate		
Magisterial District Judges	File with the County in which the Magisterial District is located		
School Director	File in the School District where you are a candidate		
Announced Write-in	For state office file with State Ethics Commission . For county or local office file with governing authority of political subdivision.	No additional copy required	Within 30 days of official certification of having been nominated or elected unless such person declines the nomination or office within that time frame.
Unannounced Write-in Winners of Nominations			
Unannounced Write-in Winners of Elections			
B. STATUS BLOCK B - NOMINEE			
State Level	State Ethics Commission	File with the Official or Body vested with the power of confirmation	10 days before official or body approves or rejects the nomination.
County/Local Level	Governing authority of political subdivision		
C. STATUS BLOCK C - PUBLIC OFFICIAL			
Commonwealth Public Officials such as: Members of Boards and Commissions (including alternates/designees); Heads of executive, legislative and independent agencies, boards and commissions; and persons appointed to positions designated as offices.	State Ethics Commission	File with <u>each</u> Agency, Board, Commission, Department, or Government Body in which employed or to which appointed. (make additional copies if needed)	FILE NO LATER THAN MAY 1 OF EACH YEAR A POSITION IS HELD AND OF THE YEAR AFTER LEAVING SUCH A POSITION.
State House Member State Senate Member	State Ethics Commission	File with the House Chief Clerk or Senate Secretary (whichever applies)	
Local Public Officials serving in/as: Counties; Boroughs; Townships; Home Rule Municipalities; Municipal Authorities; School Districts Incumbent Judges and Magisterial District Judges who are not candidates file a Statement of Financial Interests for Judicial Officers with the Administrative Office of Pennsylvania Courts (AOPC).	File only with the governing authority of the respective local political subdivision	Additional copy is not required to be filed (unless serving in multiple capacities, then file with <u>each</u> entity as required)	
Constables / Deputy Constables	State Ethics Commission	No additional copy required	
D. STATUS BLOCK D - PUBLIC EMPLOYEE			
Commonwealth PUBLIC EMPLOYEE (Executive, Leg. & Independent Agencies)	File only with your Employer	No additional copy required	
County City Borough Township Municipal (home rule) Municipal Authority School District	File only with your political subdivision		
E. STATUS BLOCK E - SOLICITOR			
	File with the governing authority of <u>each</u> political subdivision for which you are Solicitor	Additional copy is not required to be filed (unless serving in multiple capacities, then file with <u>each</u> entity as required)	

*** FILER IS RESPONSIBLE FOR MAKING ANY ADDITIONAL COPIES.**

**Community Academy of Philadelphia Charter School
Philadelphia, PA**

**RESOLUTION OF THE BOARD OF TRUSTEES #02-10-2020 No. 2
OF COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL**

WHEREAS, the Board of Trustees of Community Academy of Philadelphia Charter School has met the conditions set forth in Resolution granting the Charter Renewal by the School District of Philadelphia, which Charter was previously granted and amended by the School Reform Commission but is now under the authorization of the Board of School Directors of the School District of Philadelphia after the dissolution of the School Reform Commission on June 30, 2018;

WHEREAS, the Community Academy of Philadelphia Charter School is prepared to continue operations for the term of the Charter;

WHEREAS, the Board of Trustees of Community Academy of Philadelphia Charter School has the authority to sign the Charter;

WHEREAS, the School District of Philadelphia and the Community Academy of Philadelphia Charter School are presently engaged in negotiations regarding the language of the charter agreement through its various legal counsel;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Community Academy of Philadelphia Charter School authorizes the counsel for the Charter school and the Chief Executive Officer of the Charter School to negotiate terms acceptable for the Charter School with the School District of Philadelphia for its renewal Charter Agreement and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Board of Trustees of the Community Academy of Philadelphia Charter School authorizes the execution of the Charter by the President of the Board of Trustees and the delivery of the performance of the Charter.

Resolved this 10 day of February, 2020.

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL

Attest:

By: _____

Jean Kishner, MD

, President

[Signature]

Secretary

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL
 BOARD OF SCHOOL DIRECTORS
 February 10, 2020

RESOLUTION: #02-10-2020 No. 2

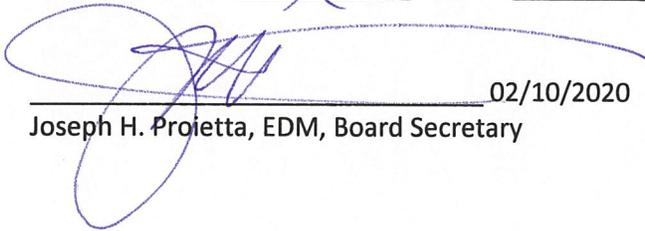
Recording of the vote:

Roll Call---	Yea	Nay	Absent	Abstain	Comment
Calcerano, G.	<u>X</u>	_____	_____	_____	_____
FitzSimmons, J.	<u>X</u>	_____	_____	_____	_____
Gomez, J.	<u>X</u>	_____	_____	_____	_____
Hernandez, S.	<u>X</u>	_____	_____	_____	_____
Holmes, T.	<u>X</u>	_____	_____	_____	_____
Osoria, M.	<u>X</u>	_____	_____	_____	_____
Silva Jr., C.	<u>X</u>	_____	_____	_____	_____
Vasquez, J.	<u>X</u>	_____	_____	_____	_____
Viola Jr. F.	<u>X</u>	_____	_____	_____	_____
Williams, W.	<u>X</u>	_____	_____	_____	_____

(*Note: Those Board members appropriately abstain from their own nomination and election but vote in favor of all others)

Summary: 10 Y 0 N 0 Ab 0 Abt

The motion has X Passed _____ Failed _____ Been Tabled


 _____ 02/10/2020
 Joseph H. Proietta, EDM, Board Secretary

**Community Academy of Philadelphia Charter School
Philadelphia, PA**

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

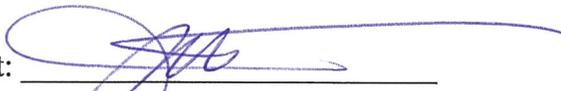
BE IT RESOLVED, that the Board of Trustees of the Community Academy of Philadelphia Charter School authorizes the Officers of the Board of Trustees as such persons who are authorized to execute and request payments under the Charter for Community Academy of Philadelphia Charter School.

By certification attached, the Secretary of the Board of Trustees certifies that the names, addresses, and signatures of the Officers of the Board of Trustees of Community Academy of Philadelphia Charter School are correct and authentic.

Resolved this 10 of February, 2020.

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL

By: 
President

Attest: 
Secretary

Community Academy of Philadelphia Charter School
Philadelphia, PA

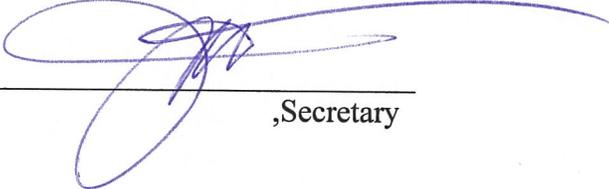
**RESOLUTION OF THE BOARD OF TRUSTEES
OF COMMUNITY ACADEMY OF PHILADELPHIA CHARTER
SCHOOL**

I, Joseph H. Proietta, CEO, hereby attest that staff hired as of the date of this resolution and all staff hired thereafter are/will be compliant with state and federal requirements sufficient to support the Charter School's educational program and that such employees have or will provide(d) complete and appropriate criminal and child abuse records checks and all necessary certifications as required by the Charter and applicable law. All employees will receive training as Mandatory Reporters as required by law.

Dated: Feb 10, 2020

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL

By: John F. Gorman, MD
Board of Trustees, President

Attest: 
Secretary

Community Academy of Philadelphia Charter School
Philadelphia, PA

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

WHEREAS, the Board of Trustees of Community Academy of Philadelphia Charter School recognizes its role as public officials in the Commonwealth of Pennsylvania as well as stewards of the public trust of the Community Academy of Philadelphia Charter School community;

WHEREAS, the Board of Trustees of the Community Academy of Philadelphia Charter School adopted a Conflicts of Interest Policy and Code of Ethics for Trustees and Officers, attached hereto, on December, 05, 2016;

NOW, THEREFORE, BE IT RESOLVED, that no members of the Charter Board or their immediate family will have financial dealings with the Charter School as defined and in accordance with the Pennsylvania Public Officials and Employee Ethics Act and that the Charter Board will comply with the Pennsylvania Public Officials and Employees Ethics Act.

Resolved this 10 day of Feb. 2020.

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL

By: Joel Ferguson, MD
_____, President
Board of Trustees

Attest: [Signature]

Secretary



Community Academy of Philadelphia
a Pennsylvania Charter School

1100 East Erie Avenue
Philadelphia, PA 19124

T 215-533-6700
F 215.533.6722

www.communityacademy.org

ANNUAL CONFLICT OF INTEREST DISCLOSURE FORM FOR BOARD MEMBERS

It is the policy of Community Academy of Philadelphia, a PA CS ("CAP," "we," "us" or "our") to address how issues of actual, potential and perceived conflicts of interest involving directors on CAP's Board of Directors (the "Board"), officers and management employees (as defined below) should be identified, disclosed and managed.

CAP Conflict of Interest Policy:

SECTION 1. PURPOSE

The purpose of this conflict of interest policy is to protect the tax-exempt interests of CAP when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a director, officer or management employee of CAP or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Maintenance of CAP's tax-exempt status is important both for its continued financial stability and for public support. The IRS and state regulatory tax officials view the operations of CAP as a public trust, which makes us subject to scrutiny by and accountable to such governmental authorities as well as members of the public. Consequently, there exists between CAP and its Board, officers and management employees a public fiduciary duty which carries with it a broad and unbending duty of loyalty and fidelity. The Board, officers and management employees have the responsibility of administering the affairs of CAP honestly and prudently, and of exercising their best care, skill and judgment for the sole benefit of CAP. These persons, so interested, shall exercise the utmost good faith in all transactions involved in their duties, and they shall not use their positions with CAP or knowledge gained therefrom for their personal benefit. The interests of the organization must be the first priority in all decisions and actions.

SECTION 2. PERSONS CONCERNED

This policy applies to any interested person. Any director, officer or management employee who has a direct or indirect financial or other interest (each an "interest"), as described in Section 3, is an interested person. A person is a "management employee" if she or he is an employee of CAP who can influence the actions of CAP through actions including, but not limited to, making purchasing decisions or having proprietary information concerning CAP.

SECTION 3. WHERE CONFLICT MAY ARISE

A director, officer or management employee has an interest if the person has, directly or indirectly, through business, investment, family, friends or other CAP employees, an ownership or investment interest in, or arrangement, whether or not compensatory, with:

1. Any entity, organization or individual with which CAP transacts or arranges for the supply of goods and services;
2. Any entity, organization or individual from whom CAP leases property or equipment;
3. Any competing or affinity organizations;
4. Any individual or organizational donor or other individual or entity supporting CAP;
5. Any agencies, organizations, or associations that affect the operations of CAP;
6. CAP or with any entity, organization or individual with which CAP has a transaction or arrangement;
7. Any entity, organization or individual with which CAP is negotiating a transaction or arrangement or planning to deal in connection with the gift, purchase or sale of real estate, securities, or other property;
8. Any third-party entity dealing with CAP to serve as a director, board member, manager, or employee (or former employee); and
9. Any record of using CAP time, personnel, equipment, supplies, or goodwill for activities, programs, and purpose other than those approved by CAP.

Compensation includes direct and indirect remuneration for services with respect to individual transactions involving CAP as well as receipt of gifts or favors that are not insubstantial. Receipt of any gift is disapproved except for gifts less than \$50.00 in value that could not be refused without discourtesy. No personal gift of money should ever be accepted.

Having an interest is not necessarily a conflict of interest. Under Section 5, a person who has an interest must disclose such interest to the Board, and may have a conflict of interest only if the Board or an appropriate committee decides that a conflict of interest exists.

SECTION 4. INTERPRETATION OF THIS STATEMENT OF POLICY

The parties with whom a person may have an interest and the relations that may give rise to an interest listed in Section 3 are not exhaustive. Conflicts might arise in other areas or through other relations. It is assumed that the directors, officers and management employees will recognize such areas and relation by analogy.

The fact that one of the interests described in Section 3 exists does not necessarily mean that a conflict of interest exists, or that the conflict of interest, if it does exist, is material enough to be of practical importance, or if material, that upon full disclosure of all relevant facts and circumstances, it is necessarily averse to the interests of CAP.

However, it is the policy of the Board that the existence of any of the interests described in Section 3 shall be disclosed before any transaction is consummated. It shall be the continuing responsibility of the Board, officers and management employees to scrutinize their transactions and external business interests and relationships for potential conflicts and to immediately make such disclosure.

SECTION 5. DISCLOSURE POLICY AND PROCEDURE

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the potential interest and be given the opportunity to disclose all material facts to the directors and members of appropriate committees with Board delegated powers considering the proposed transaction or arrangement.

Disclosure of an interest involving a director or management employee must be made to the Chief Executive Officer (or if she or he is the one with the conflict, then to the Board Chair), who shall bring the matter to the attention of the Board or the appropriate committee considering the proposed transaction or arrangement. Disclosure of an interest involving directors must be made to the Board chair (or if she or he is the one with the conflict, then to the Board Vice-Chair), who shall bring these matters to the Board or to the appropriate committee.

A transaction or arrangement with a party with whom an actual or potential conflicting interest exists may be undertaken only if all of the following procedures are implemented:

1. An interested person makes a presentation at the Board or the appropriate committee meeting, but, after the presentation, she or he shall leave the meeting and shall be excluded from the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest;
2. The chair of the Board or the appropriate committee shall, if appropriate, appoint a disinterested person or a committee to investigate alternatives to the proposed transaction or arrangement;
3. After exercising due diligence, the Board or the appropriate committee shall determine whether CAP can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest;
4. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board or the appropriate committee shall determine by a majority vote of the disinterested directors (even if the disinterested directors constitute less than a quorum) whether the contemplated transaction or arrangement is in CAP's best interest, for its own benefit, and whether it is just, fair and reasonable. In conformity with the above determination, the Board or the appropriate committee shall make its decision as to whether to enter into the transaction or arrangement. The decision of the Board or the appropriate committee on these matters will rest in their sole discretion, and their concern must be the welfare of CAP and the advancement of its purpose; and
5. The interested person provides competitive bids or comparable valuations to the Board demonstrating market value, if applicable.

Directors, officers and management employees must avoid any interest, influence or relationship that would qualify as a conflict of interest or appear to be a conflict with CAP. If the Board or the appropriate committee has reasonable cause to believe that an interested person has failed to disclose actual or possible conflicts of interest, it shall inform such interested person of the basis for such belief and afford the interested person an opportunity to explain the alleged failure to

disclose.

If, after hearing the interested person's response and after making further investigation as warranted by the circumstances, the Board or the appropriate committee determines the interested person has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

SECTION 6. RECORDS OF PROCEEDINGS

The minutes of the Board and all committees with Board delegated powers shall contain:

1. The names of the persons who disclosed or otherwise were found to have an interest in connection with an actual or possible conflict of interest, the nature of the interest, any action taken to determine whether a conflict of interest was present and the Board's or the appropriate committee's decision as to whether a conflict of interest in fact existed.
2. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

SECTION 7: COMPENSATION

1. A voting director of the Board who receives compensation, directly or indirectly, from CAP for services is precluded from voting on matters pertaining to that director's compensation.
2. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from CAP for services is precluded from voting on matters pertaining to that member's compensation.
3. No voting member of the Board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from CAP, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

SECTION 8: ANNUAL STATEMENTS

Each director, principal officer and member of a committee with Board delegated powers shall annually sign a statement which affirms such person:

1. Has received a copy of the conflicts of interest policy,
2. Has read and understands the policy,
3. Has agreed to comply with the policy, and
4. Understands that in order for CAP to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

SECTION 9: PERIODIC REVIEWS

To ensure that CAP operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

1. Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.

2. Whether partnerships, joint ventures and arrangements with management organizations conform to CAP's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further tax-exempt purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

SECTION 10: USE OF OUTSIDE EXPERTS

When conducting the periodic reviews as provided for in Section 9, CAP may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility for ensuring periodic reviews are conducted.

Please retain the Annual Conflict of Interest Policy for your copy.
Please sign the consent form and return to Kianna Acabeo.

Consent Form for Annual Conflict of Interest Disclosure

I have received a copy of, and have read and understood, the Community Academy of Philadelphia, a PA CS ("CAP") Conflict of Interest Policy approved by CAP's Board of Directors (the "Board"). I understand that by signing this Annual Conflict of Interest Disclosure Form for Board Members, I hereby agree to comply with CAP's Conflict of Interest Policy and understand that CAP is federally tax-exempt and that in order for CAP to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes. I understand that as a Board member it is my obligation to act in a manner which promotes the best interests of CAP and to avoid conflicts of interest when making decisions and taking actions on behalf of CAP.

Should a possible conflict of interest arise in my responsibilities to CAP, I recognize that I have the obligation to notify, based on my position, the applicable designated individual (i.e., the chief executive officer or Board chair), and to abstain from any participation in the matter until the CAP can determine whether a conflict exists and how that conflict shall be resolved. If any relevant changes occur in my affiliations, duties or financial circumstances, I recognize that I have a continuing obligation to file an amended "Conflict of Interest Disclosure Form" with the appropriate designated office.

I understand that the information on this form is solely for use by CAP and is considered confidential information. Release of this information within CAP will be on a need-to-know basis only. Release to external parties will be only when required by law and/or federal regulations.

Signature

Date

Print Name

COMMUNITY ACADEMY OF PHILADLEPHIA CHARTER SCHOOL

By: *John FitzSimmons*

President: John FitzSimmons



By: *Wendy A. Williams*

Vice President: Wendy Williams



By: *Frank Viola, Jr.*

Treasurer: Frank Viola, Jr.



By: *Joseph H. Proietta*

Secretary: Joseph H. Proietta





Community Academy of Philadelphia
a Pennsylvania Charter School

**CAP THREE YEAR CAPITAL
PLAN
SY 2019-20 through SY 2021-22**

OPERATIONS DEPARTMENT

DCEO NA OPERATIONS

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Rev February 2020

SY 2019-20 (YEAR 1)

Misc Furniture Upgrade	Replacement / refresh of classroom units	\$ 15,000
Class Room Emergency Lights	Convert to LED (other than exit signs already replaced-84).	\$8,500
Fire Alarm System Upgrade	Replace Siemens control panel	\$13,500 (p)(b)
Gym Sound System	Replace / upgrade existing system, reuse when possible	\$50,000 (p)(b)
Compact HVAC Units	Two existing modular wall AC / Heat units	\$15,000 (p)(b)
Flooring Replacement	Classrooms and hallways (Phase 1)	\$50,000
Gym	Repaint center court emblem	\$ 8,000

SY 2019-20 TOTAL= \$185,000

SY 2020-21 (YEAR 2)

Modular	Additional Modular unit (NEW single)	\$200,000 (b)
Flush Valves	Replace 30 failing units	\$ 6,000
Lighting Conversion	Library and lobby (PECO grant-34%)	\$16,000
Network Switch upgrade	Replacement of 4 older network switches to fiber (Erate)	\$40,000 (e)
Misc Furniture Upgrade	Replacement / refresh of classroom units / 2 nd Floor Lobby	\$15,000
Playground	Upgrade and possible expansion including fall zones	\$50,000
Refurbish Bleachers	Replace seating, upgrade mechanicals as needed	\$25,000
Security Equipment	Misc. equipment upgrades and replacements including uniforms	\$ 5,000
Repaint Gym Floor	Summer project	\$35,000
Additions to L10	Add wall cabinets / counter to SPED room	\$ 7,000
Flooring Replacement	Classrooms and hallways (Phase 2)	\$50,000
Fire Alarm System Upgrade	Replace 60 devices (1 of 4 loops)	\$ 8,000

SY 2020-21 TOTAL= \$457,000

SY 2021-22 (YEAR 3)

HVAC Management	Install Computer Control System for HVAC system	\$25,000
Vehicle Maintenance	Misc maintenance and repairs	\$ 5,000
Misc Furniture Upgrade	Replacement / refresh of classroom units	\$ 15,000
Lighting Conversion	Convert 2 nd Floor existing lighting from CFL to more efficient LED (PECO grant-23%)	\$ 22,000
Lighting Conversion	Kitchen, dining, loading dock, bathrooms and Misc (PECO 19%)	\$ 39,320
Equipment	Misc. equipment upgrades and replacements including uniforms	\$ 10,000
Bleacher	Maintenance / Repair / PM	\$ 5,000
Panel Van	Replacement of 2002 model (to be sold to defer costs)	\$ 26,000
Flooring Replacement	Classrooms and hallways (Phase 3)	\$ 50,000
Fire Alarm System Upgrade	Replace 60 devices (2 of 4 loops)	\$ 8,000
Modular / original	Roof replacement on modular and bridge	\$ 20,000

SY 2021-22 TOTAL= \$225,320

THREE YEAR TOTAL= \$867,320

LEGEND: (c)=Project completed (p) = Pending (f) = Alternative funding,-grant (e)=Erate (l) = Lease (g)= Grant (b) Bonds

PECO percentages as of December 2019-credits will vary.

CAPITAL EXPENDITURES COMPLETED IN FISCAL 2019-20

Access Card System	Update controller from Windows 7 to 10 (recommended by IT consultant)	BONDS
Classroom Lighting Conversion	Convert existing lighting from CFL to more efficient LED (PECO grant-38%)	BONDS
Exterior Lighting	Replace wall packs w/ LED units (PECO grant -60%)	BONDS
Concession Stand	Install hand wash sink, commercial microwave and refrigerator, SS table, lighting	BONDS

CAPITAL EXPENDITURES COMPLETED IN FISCAL 2018-19

Flooring Replacement	Library, lobbies, hall and crib room (Daycare), 2 nd FI Admin, Media, KG classrooms etc.	BONDS
Exterior Painting	Paint gray around the foundation wall and stucco	BONDS
HVAC	Replace of split system in server room (1) and mailroom (1), 21 RTU and thermostats	BONDS
Misc Furniture Upgrade	Replacement / refresh of classroom units / Lobby / banquet tables etc.	BONDS
Fence	Replace / repair campus fencing as required including gates	BONDS
Bus	Second bus purchase.	BONDS
Water Heaters	Replace (5) units throughout building	BONDS
Kitchen Equipment	Replace all original 2003 equipment including ovens and refrigeration	BONDS
Facets	Replace 14 failing facets with hands free (HS Side)	BONDS
Smart Board	Replacement of 50 classroom units from 2009 w/ LED displays	BONDS
Upgrade Cameras	Replace 64 (2003) cameras with 71 HD units, 4 HD recorders, web access	BONDS
Update Security Radios	Replace security and maintenance radios	BONDS
Upgrades to Training Room	Add AC, Ceiling, lights, and sprinklers (re-configure)	BONDS
Pullout Class Rooms	5 classrooms built in the South Atrium for pullouts and SPED	BONDS
Library Classroom	Additional classroom (1) for EL	BONDS
Plumbing Major	Repair of ruptured 8" fire service (sprinkler) line near water pit	BONDS
LED Conversion	Atriums, cafeterias, gym (top and side) and 1 st floor hallways (w/PECO rebates)	BONDS
Awing Replacement	Replace / repair Kindergarten entrance / gym fire escape	BONDS
Concrete Work	Misc sidewalk blocks as identified	BONDS
Broadband	Increase broadband service to building to 5GB	ERATE
Resurface Lots	Blacktop and stripe Lots A, B, C	BONDS
Main Roof Replacement	Replace main rubber membrane roofing (118,000 sq ft)	BONDS
Computer Refresh	Replace Staff computers (Admin and Staff)	BONDS
Digital Phone System	Update phone system, voice mail, paging and class alert system	BONDS
Floor Scrubber / Extractor	Replace existing unit	BONDS
Chromebooks	Purchased in conjunction with CAO	BONDS
2 nd Floor Windows	Replace windows / restoration	BONDS
Security Window Film	First floor windows and doors	BONDS
Daycare Appliances	Washer and dryer	BONDS
Bleacher	Maintenance and repair	BONDS
Network Infrastructure	Equipment and cabling required for 5GB broadband	BONDS
Water Fountains	All replaced with bottle filling stations and filters	BONDS
Modular Stairs	Replaced modular fire exit stairs	BONDS

CAPITAL EXPENDITURES COMPLETED IN FISCAL 2017-18

Storm Water Abatement	Storm basins installed and roof drain redirected	GRANT
Walk-Behind Floor Scrubber	Replacement for 8 year old unit	\$ 7,900
Classroom Additions	Build 3 student pull-out classrooms in the library	\$ 12,000
Cubicle / Admin	Add ½ wall to add cubicle / work area space to 2 nd Fl admin area	\$ 1,200
Access Points	39 access points / install / cabling / licensing (eRate)	\$ Erate
Broadband	Increase broadband service to building	\$ Erate
Facets	Replace 17 failing facets with hands free (6 replaced)	\$ 5,000

CAPITAL EXPENDITURES COMPLETED IN FISCAL 2016-17

Switches	Ethernet switch, Core	\$ Erate
Software	Upgrade Office to Education 365	\$10,000
Security Computer	Upgrade from 2011 control computer	\$ 5,000
Software Upgrades	Upgrade from 2011 Software (access, bell, phone etc.)	\$ 12,000
Sound system Upgrade	Atrium, microphones	\$ 6,000
HVAC	Overall RTU 15	\$ 4,500

CAPITAL EXPENDITURES COMPLETED IN FISCAL 2015-16

Kitchen Refrigeration	Replace failed freezer with refrigeration unit (grant)	\$ Grant
Guard Shack	Refurbish / replace security guard shack at K Street Gate.	\$ 18,000
Signage Replacement/Upgrade.	Replace / upgrade exterior signs and new interior signage in lobby and stairwell	\$ 5,450
WiFi Upgrade	Replace / upgrade / add to wireless routers	\$ Erate
Firewall	Replacement Cisco MX400 to replace outdated SonicWALL	\$ Erate
Switches	Ethernet switch upgrade (5)	\$ Erate
Computers	Library replacement, Chromebooks w cart	\$ 15,000
Teacher/Admin Refresh	Computers for teachers / Administration (NOTE 3 yr lease)	\$129,230
Walk thru Metal Detector	Replace upgrade (3) units	\$ 14,211
Lighting / Gym	Re-lamp 240 CFL bulbs (30 x 8), ballast replacement as needed.	\$ 7,000
Computers	Library replacement, Chromebooks w cart	\$ 15,000
HVAC	Replace 1 RTU unit (#7)	\$ 25,967
Flooring	Replace H06, L11, L11a and L21 Kindergarten	\$ 4,060

COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL
 BOARD OF SCHOOL DIRECTORS
 February 10, 2020

RESOLUTION: #02-10-2020 No. 3

WHEREAS: Community Academy of Philadelphia, CS will be modifying the academic calendar by 2-instructional hours on April 3, 2020, in celebration of the 40th Anniversary.

BE IT RESOLVED: April 3, 2020 schedule will convert to a "B" Schedule.

RESOLVED: Members of the Board of School Directors approve the proposed change to CAPCS Academic Calendar for SY 2019-2020.

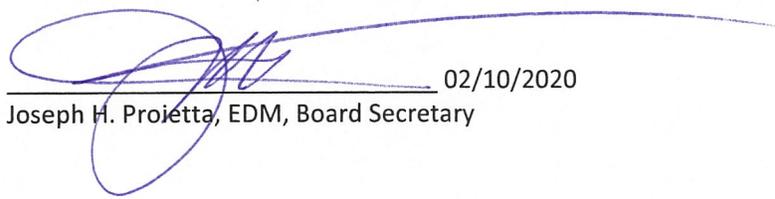
Recording of the vote:

Roll Call---	Yea	Nay	Absent	Abstain	Comment
Calcerano, G.	X				
FitzSimmons, J.	X				
Gomez, J.	X				
Hernandez, S.	X				
Holmes, T.	X				
Osoria, M.	X				
Silva Jr., C.	X				
Vasquez, J.	X				
Viola Jr. F.	X				
Williams, W.	X				

(*Note: Those Board members appropriately abstain from their own nomination and election but vote in favor of all others)

Summary: 10 Y 0 N 0 Ab 0 Abt

The motion has 10 Passed _____ Failed _____ Been Tabled


 _____ 02/10/2020
 Joseph H. Proietta, EDM, Board Secretary



Community Academy of Philadelphia
a Pennsylvania Charter School

Chief Academic Officer

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**Board Meeting Academic Update
February 10, 2020**

Middle States Accreditation

- CAP received a Mid-Term Report acceptance letter on Dec. 20, 2019 from Associate Vice President Timothy M. Sierer:
 - *"This is to confirm that the Middle States Commissions on Elementary and Secondary Schools has received, reviewed and accepted the Mid-Term Report completed for Community Academy of Philadelphia, A Pennsylvania Charter School. The report was found to be complete and shows evidence of faithful implementation of the strategic plan for growth and improvement. You are to be congratulated on the many positive things taking place at CAP. In addition, you are to be commended for the continual improvements made to the physical plant. Also, you are to be congratulated on reaching two very important milestones this year in the school's history. Something of which your school community should be very proud. As I read your report it was obvious that great strides have been made toward accomplishing your Objectives. Clearly the hard work and diligence on the part of everyone are paying off. While it is a lot of work implementing the Objectives that have been selected, achieving these goals will go a long way to positioning CAP for a bright future."*

Targeted Support and Improvement (TSI) Designation: Federal Level

- CAP recently received notification of our designation as a Targeted Support and Improvement School (TSI) which functions as "an early warning system"
- The new online tool opened Mon., Feb. 3rd
- Team will convene and draw up a plan for Board Approval in an upcoming meeting

School Progress Report (SPR): City Level Rating

- CAP has received its SPR reports for K-8 and also for 9-12 (attached)
- CAP's Elementary and High School have each earned an overall score of 50%
 - CAP is in the Reinforce tier which is second on a four-tier scale
 - Tiers are Model, Reinforce, Watch, Intervene
- City-wide reports are scheduled to be released today

Assessment, Data Analysis, and Professional Development

- Students in grades 3-11 are completing their second round of benchmark testing
- Will be followed by department and team meetings to analyze the data
- Upcoming PD on Pennsylvania Value Added Assessment System (PVAAS)

Community Academy of Philadelphia Charter School

School Code	W01	Report Type	HS
Sector	Charter	Grades in Report	9-12
Address	1100 E. Erie Ave., 19124	Enrollment	611
Phone/Fax	215-533-6700 / 215-533-6722	Admissions Category	Citywide
Website	www.communityacademy.org	Turnaround Model	N/A

Performance Tiers Legend

INTERVENE (0-24%)

WATCH (25-49%)

REINFORCE (50-74%)

MODEL (75-100%)

2016-2017

2017-2018

2018-2019

3-YEAR AVG

OVERALL: REINFORCE (50%)

A school's overall score represents its combined performance on the Achievement, Progress, Climate, and College & Career (for high schools only) domains.



52.7%

Achievement: INTERVENE (6%)

The Achievement domain measures performance on standardized assessments, including PSSA, Keystone Exams, ACCESS for ELLs, and reading assessments.



9.7%

Progress: MODEL (75%)

The Progress domain measures growth on standardized assessments and progress towards graduation (for high schools only).



80.0%

Climate: REINFORCE (72%)

The Climate domain measures school climate as well as student and parent/guardian engagement.



69.0%

College & Career: WATCH (46%)

The College & Career domain measures college and career readiness and post-secondary outcomes.



46.3%

Achievement

METRIC	METRIC SCORE	POINTS EARNED	TIER
Keystone Exam - Algebra I			
% Proficient or Advanced	13% (334 students)	0.00 out of 8.00 (0%)	INTERVENE
Grade 9 -			
% Proficient or Advanced	12% (138 students)		
% Advanced	2% (334 students)	0.14 out of 1.50 (10%)	INTERVENE
Keystone Exam - Biology			
% Proficient or Advanced	22% (224 students)	0.23 out of 8.00 (3%)	INTERVENE
% Advanced	5% (224 students)	0.29 out of 1.50 (20%)	INTERVENE
Keystone Exam - Literature			
% Proficient or Advanced	30% (204 students)	1.04 out of 8.00 (13%)	INTERVENE
% Advanced	2% (204 students)	0.12 out of 1.50 (8%)	INTERVENE
ACCESS for ELLs: % 4.5 or Above	3% (74 students)	0.00 out of 1.50 (0%)	INTERVENE
Achievement Total: % of Points Earned	6%	1.83 out of 30.00	INTERVENE

Progress

METRIC	METRIC SCORE	POINTS EARNED	TIER
Keystone Exam - Algebra I: Average Growth Index (AGI)	1.39	5.18 out of 6.50 (80%)	MODEL
Keystone Exam - Biology: Average Growth Index (AGI)	3.97	6.50 out of 6.50 (100%)	MODEL
Keystone Exam - Literature: Average Growth Index (AGI)	0.65	3.58 out of 6.50 (55%)	REINFORCE
% of On-Track Students Earning Credits Required For Promotion (389 students)	92%	5.81 out of 8.00 (73%)	REINFORCE
% of Off-Track Students Earning Credits Required For Promotion (38 students)	76%	4.36 out of 6.00 (73%)	REINFORCE
ACCESS for ELLs: % of Students Meeting Growth Target			DATA NOT AVAILABLE

Progress, On Equity

Keystone Exam - Algebra I: AGI for Lowest-Performing 33% of Students	2.93	1.50 out of 1.50 (100%)	MODEL
Keystone Exam - Biology: AGI for Lowest-Performing 33% of Students	3.63	1.50 out of 1.50 (100%)	MODEL
Keystone Exam - Literature: AGI for Lowest-Performing 33% of Students	-3.83	0.00 out of 1.50 (0%)	INTERVENE
Progress Total: % of Points Earned	75%	28.42 out of 38.00	MODEL

Climate

METRIC	METRIC SCORE	POINTS EARNED	TIER
% of Students Attending 95% or More of Instructional Days	48% (650 students)	4.46 out of 8.00 (56%)	REINFORCE
% Attending 90-95% of Days	27% (650 students)		
% Attending 85-90% of Days	12% (650 students)		
% Attending 80-85% of Days	6% (650 students)		
% Attending Less Than 80% of Days	8% (650 students)		
Annual Retention Rate	94% (566 students)	6.00 out of 6.00 (100%)	MODEL
% of Students with Zero In-School Suspensions	96% (650 students)	0.30 out of 0.50 (60%)	REINFORCE
% of Students with Zero Out-Of-School Suspensions	94% (650 students)	2.00 out of 2.50 (80%)	MODEL
Student Survey: School Climate Rating (% of most positive responses)	62%	0.62 out of 1.00 (62%)	REINFORCE
Parent Survey: School Climate Rating (% of most positive responses)	88%	0.88 out of 1.00 (88%)	MODEL
Parent/Guardian Survey: Participation Rate	16%	0.15 out of 1.00 (15%)	INTERVENE
Climate Total: % of Points Earned	72%	14.41 out of 20.00	REINFORCE

College & Career

METRIC	METRIC SCORE	POINTS EARNED	TIER
Four-Year Cohort Graduation Rate	90% (148 students)	2.67 out of 4.50 (59%)	REINFORCE
First-Fall College Matriculation Rate	48% (141 students)	0.61 out of 1.50 (41%)	WATCH
AP, IB, & NOCTI Exams and Dual Enrollment Participation and Performance	14% (139 students)	0.09 out of 1.00 (9%)	INTERVENE
% Participating Not Meeting Threshold	20% (139 students)		
% Not Participating	66% (139 students)		
SAT & ACT Exams Participation and Performance	5% (139 students)	0.00 out of 1.00 (0%)	INTERVENE
% Participating Not Meeting Threshold	57% (139 students)		
% Not Participating	38% (139 students)		
FAFSA Completion Rate	66% (139 students)	0.82 out of 1.00 (82%)	MODEL
Student Survey: College & Career Readiness Rating (% of most positive responses)	41%	0.41 out of 1.00 (41%)	WATCH
College & Career Total: % of Points Earned	46%	4.62 out of 10.00	WATCH

Educator Effectiveness

Teacher effectiveness measures are displayed in the School Progress Report, but not included in the SPR rating, to share data we have gathered to monitor and support teacher practice. This information is also used to develop responsive and customized professional learning for teachers to ensure that all students have access to great instruction.

In addition to other metrics, the SPR includes teachers' overall Multiple Measure Summary (MMS) effectiveness ratings. These ratings are comprised of teachers' Formal Observation, Student Learning Objectives, Teacher-Specific PVAAS, and the building-level score from the state of Pennsylvania's School Performance Profile (SPP, also known as Act 82).

Here are some important details that contextualize the teacher effectiveness data reported in the SPR.

- Teachers in a formal observation year who fail to receive a required observation receive a default observation score of 2 (Proficient) for any missing observation data, which may inflate the overall scores.
- Until District-wide inter-rater reliability norming is held for all principals, observation scores may vary significantly across schools and observers. As a result, comparisons of scores between schools may not be meaningful.
- The District's observation tool evaluates 10 components of the Danielson Framework for Teaching. Therefore, comparing SDP's observation scores to scores evaluated against all 22 components of the Danielson Framework may not be meaningful.

EDUCATOR EFFECTIVENESS INDICATORS

% of Teachers Receiving an MMS Rating of Distinguished	DATA NOT AVAILABLE
% of Teachers Receiving an MMS Rating of Proficient	DATA NOT AVAILABLE
% of Teachers Attending 95% or More of Days	DATA NOT AVAILABLE
Student Survey: Student Perception of Quality of Teacher Practice (% of most positive responses)	58%

FOR MORE INFORMATION

More information about the School Progress Reports, including the User Guide, Public Business Rules, and FAQ, is available at philasd.org/spr.

NOTES ABOUT ROUNDING

All calculated values in the SPR (metric scores, percent of points earned, and points earned) are calculated using unrounded values; however, displayed values may differ slightly due to rounding for publication purposes.

UNDERSTANDING DUAL REPORTS

Schools that serve multiple grade spans receive separate SPRs for each grade span (for example, a school serving grades 6-12 receives a Middle School Report and a High School Report). The grades included in a particular report are displayed on the top right of the cover page.

Community Academy of Philadelphia Charter School

School Code	W01	Report Type	K8
Sector	Charter	Grades in Report	K-8
Address	1100 E. Erie Ave., 19124	Enrollment	614
Phone/Fax	215-533-6700 / 215-533-6722	Admissions Category	Citywide
Website	www.communityacademy.org	Turnaround Model	N/A

Performance Tiers Legend

INTERVENE (0-24%)

WATCH (25-49%)

REINFORCE (50-74%)

MODEL (75-100%)

2016-2017

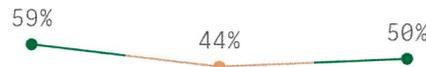
2017-2018

2018-2019

3-YEAR AVG

OVERALL: REINFORCE (50%)

A school's overall score represents its combined performance on the Achievement, Progress, Climate, and College & Career (for high schools only) domains.



51.0%

Achievement: WATCH (28%)

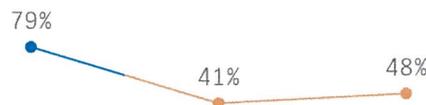
The Achievement domain measures performance on standardized assessments, including PSSA, Keystone Exams, ACCESS for ELLs, and reading assessments.



23.0%

Progress: WATCH (48%)

The Progress domain measures growth on standardized assessments and progress towards graduation (for high schools only).



56.0%

Climate: REINFORCE (74%)

The Climate domain measures school climate as well as student and parent/guardian engagement.



72.3%

Achievement

METRIC	METRIC SCORE	POINTS EARNED	TIER
% Reading at Grade Level- Grades K-2	63% (218 students)	2.27 out of 3.00 (76%)	MODEL
PSSA: English Language Arts			
% Proficient or Advanced	42% (365 students)	2.53 out of 9.00 (28%)	WATCH
Grade 3 - % Proficient or Advanced	42% (62 students)		
Grade 4 - % Proficient or Advanced	68% (59 students)		
Grade 5 - % Proficient or Advanced	30% (64 students)		
Grade 6 - % Proficient or Advanced	43% (61 students)		
Grade 7 - % Proficient or Advanced	41% (59 students)		
Grade 8 - % Proficient or Advanced	33% (60 students)		
% Advanced	7% (365 students)	0.57 out of 2.00 (28%)	WATCH
ACCESS for ELLs: % 4.5 or Above	11% (71 students)	0.94 out of 1.50 (63%)	REINFORCE

Achievement section continues on next page.

Achievement (Continued)

METRIC	METRIC SCORE	POINTS EARNED	TIER
PSSA: Mathematics	19%	0.00 out of 9.00	INTERVENE
% Proficient or Advanced	(366 students)	(0%)	
Grade 3 - % Proficient or Advanced	37% (62 students)		
Grade 4 - % Proficient or Advanced	30% (60 students)		
Grade 5 - % Proficient or Advanced	16% (64 students)		
Grade 6 - % Proficient or Advanced	7% (61 students)		
Grade 7 - % Proficient or Advanced	17% (59 students)		
Grade 8 - % Proficient or Advanced	7% (60 students)		
% Advanced	4% (366 students)	0.35 out of 2.00 (17%)	INTERVENE
PSSA: Science	56%	1.34 out of 3.00	WATCH
% Proficient or Advanced	(120 students)	(45%)	
Grade 4 - % Proficient or Advanced	85% (60 students)		
Grade 8 - % Proficient or Advanced	27% (60 students)		
% Advanced	23% (120 students)	0.47 out of 0.50 (93%)	MODEL
Achievement Total:	28%	8.47 out of 30.00	WATCH
% of Points Earned			

Progress

METRIC	METRIC SCORE	POINTS EARNED	TIER
PSSA Mathematics: Average Growth Index (AGI)	-1.20	0.00 out of 12.00 (0%)	INTERVENE
PSSA English Language Arts: Average Growth Index (AGI)	1.39	9.56 out of 12.00 (80%)	MODEL
PSSA Science (Grade 4): Average Growth Index (AGI)	4.64	2.50 out of 2.50 (100%)	MODEL
PSSA Science (Grade 8): Average Growth Index (AGI)	-1.33	0.00 out of 2.50 (0%)	INTERVENE
ACCESS for ELLs: % of Students Meeting Growth Target			DATA NOT AVAILABLE

Progress, On Equity

PSSA Mathematics: AGI for Lowest-Performing 33% of Students	1.01	2.68 out of 4.00 (67%)	REINFORCE
PSSA English Language Arts: AGI for Lowest-Performing 33% of Students	1.15	2.87 out of 4.00 (72%)	REINFORCE
Progress Total: % of Points Earned	48%	17.61 out of 37.00	WATCH

Climate

METRIC	METRIC SCORE	POINTS EARNED	TIER
% of Students Attending 95% or More of Instructional Days	55% (635 students)	6.78 out of 12.00 (57%)	REINFORCE
% Attending 90-95% of Days	27% (635 students)		
% Attending 85-90% of Days	9% (635 students)		
% Attending 80-85% of Days	4% (635 students)		
% Attending Less Than 80% of Days	4% (635 students)		
Annual Retention Rate	98% (582 students)	10.00 out of 10.00 (100%)	MODEL
% of Students with Zero In-School Suspensions	96% (635 students)	0.00 out of 1.00 (0%)	INTERVENE
% of Students with Zero Out-Of-School Suspensions	98% (635 students)	3.56 out of 4.00 (89%)	MODEL
Student Survey: School Climate Rating (% of most positive responses)	64%	0.64 out of 1.00 (64%)	REINFORCE
Parent Survey: School Climate Rating (% of most positive responses)	88%	0.88 out of 1.00 (88%)	MODEL
Parent/Guardian Survey: Participation Rate	27%	0.43 out of 1.00 (43%)	WATCH
Climate Total: % of Points Earned	74%	22.29 out of 30.00	REINFORCE

Educator Effectiveness

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In addition to other metrics, the SPR includes teachers' overall Multiple Measure Summary (MMS) effectiveness ratings. These ratings are comprised of teachers' Formal Observation, Student Learning Objectives, Teacher-Specific PVAAS, and the building-level score from the state of Pennsylvania's School Performance Profile (SPP, also known as Act 82).

Here are some important details that contextualize the teacher effectiveness data reported in the SPR.

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- The District's observation tool evaluates 10 components of the Danielson Framework for Teaching. Therefore, comparing SDP's observation scores to scores evaluated against all 22 components of the Danielson Framework may not be meaningful.

EDUCATOR EFFECTIVENESS INDICATORS

% of Teachers Receiving an MMS Rating of Distinguished	DATA NOT AVAILABLE
% of Teachers Receiving an MMS Rating of Proficient	DATA NOT AVAILABLE
% of Teachers Attending 95% or More of Days	DATA NOT AVAILABLE
Student Survey: Student Perception of Quality of Teacher Practice (% of most positive responses)	68%

FOR MORE INFORMATION

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Meeting Agenda
February 10, 2020
12:00 p.m.
Board Room
1100 E. Erie Ave.
Philadelphia, PA 19124

- I. Call to order**
- II. Amend, Review, and Approve Minutes**
 - a. December 9, 2019
- III. Speakers who wish to address the Board (three (3) minutes maximum per person)**
- IV. Business Office/Accountant's Report**
 - a. Financial Statements
 - b. Resolution
- V. Committee Reports**
 - a. CEO/ HR
 - i. Personnel Updates
 - ii. Statement of Financial Interest Forms
 - iii. Resolution: Accepting a New Charter for 2020-2025 (tentative)
 - b. DCEO for Non-School Operations**
 - i. Three Year Capital Plan
 - c. DCEO for School Operations**
 - i. School-wide Updates
 - 1. Resolution: Academic Calendar Change
 - d. CAO**
 - i. Academic Updates
- VI. New Business**
- VII. Adjourned and set date for the next Board Meeting**
 - a. Next Board Meeting: Monday, March 23, 2020 (Tentative)
- VIII. Executive Committee Session**

BOARD RETREAT AGENDA
Monday, February 10, 2020

Location: Media Room

8:30 – 9:00 ----- Continental Breakfast/Coffee

9:00 – 11:00 ----- Advanced Training for Board of
School Directors (ACT 55)

11:00 – 11:15 ----- Break

11:15 – 11:40 ----- CAP Presentations

- Students present EEC, Outward Bound, Clubs, etc.

11:40 – 12:00 ----- CAP Building Tour

Location: Boardroom

12:00 – 1:45 ----- Public Board Meeting

1:45 – 2:45 ----- Lunch with Department
Heads/Admin.

2:45 – 3:30 ----- Meet with staff

- Jaclyn Smith-Spade, Head of ESL Department
- Cassie McLaughlin, Head of SPED
- Stephanie Santiago, Parent & Community Liaison
- James Barnshaw, Athletic Director
- Shqipe Domi, Elementary Teacher
- Sonia Vazquez, High School Teacher