

**Mariana Bracetti Academy Charter School**  
Board of Trustees Meeting  
6:00 PM October 5, 2016  
1840 Torresdale Avenue – Philadelphia, PA 19124

**Present:** Arlene Holtz, Tracy-Elizabeth Clay (via phone), Jenee Chizick, Carmen Cruz, Tara Smith (via phone), Tara Buckley (via phone)

**Not Present:** Jorge Santiago, Carrie Nase-Poust, Elisa Roche Rodriguez

**Executive Session was held at 5:30 PM to discuss a legal student matters and personnel issues. The public meeting was called to order at 6:00 PM.**

**I. Routine Business**

**a. Approval of 9/7/2016 Minutes**

Tara Buckley motions to approve the 9/7/16 minutes. *Carmen Cruz seconds the motion, all vote in favor.*

*Motion: Tara Buckley*

*Second: Carmen Cruz*

*Ayes: AH, TEC, JC, CC, TS, TB*

*Nays: None*

**II. Public Comment**

None

**III. Oral Reports**

**a. Enrollment and Attendance**

Angela Villani states that enrollment is at 1,209 and year-to-date, whole school attendance is at 94%

**b. Discipline**

Andrew Boglioli states there were 11 out-of-school suspensions in September, and 35 in-school suspensions. Both numbers are slight increases from last year, but administration believes this is due to the increase in number of school days in the month of September.

**c. Budget to Actuals**

Ron Nordmeyer presents the financial report. Revenues over/under expenditures are down from our projection approximately \$150,000. Currently, the school is being paid by the SDP based on average daily membership from last school year, which causes revenue to appear down slightly. Additionally, some special education and legal costs have inflated expenditures early in the year. Many of these costs would typically be extrapolated over 10 months, however, they had to be paid up front. Finally, there are still staffing issues that need to be worked out. For these reasons, administration does not anticipate carrying a \$150,000 deficit throughout the school year.

#### IV. Action Items

**a. Approval of Staffing Report**

Tara Smith moves to approve the Staffing Report. *Tracy-Elizabeth Clay seconds the motion, all vote in favor.*

*Motion: Tara Smith*

*Second: Tracy-Elizabeth Clay*

*Ayes: AH, TEC, JC, CC, TS, TB*

*Nays: None*

**b. Approval of TFA Invoice**

Tara Smith moves to approve the TFA invoice for the 2016-2017 school year in the amount of \$15,000. *Carmen Cruz seconds the motion. Tracy-Elizabeth Clay abstains from voting, all vote in favor.*

*Motion: Tara Smith*

*Second: Carmen Cruz*

*Ayes: AH, JC, CC, TS, TB*

*Nays: None*

*Abstain: TEC*

**c. Approval of Social Media and Networking Guidelines Policy**

Carmen Cruz moves to approve the Social Media and Networking Guidelines Policy. *Tara Smith seconds the motion, all vote in favor.*

*Motion: Tara Smith*

*Second: Tracy-Elizabeth Clay*

*Ayes: AH, TEC, JC, CC, TS, TB*

*Nays: None*

**d. Approval of Administration of Medication Policy**

Arlene Holtz moves to approve the Administration of Medication Policy. *Carmen Cruz seconds the motion, all vote in favor.*

*Motion: Arlene Holtz*

*Second: Carmen Cruz*

*Ayes: AH, TEC, JC, CC, TS, TB*

*Nays: None*

**e. Approval of Child Care and Care for Family Member Leave Policy**

Carmen Cruz moves to approve the Child Care and Care for Family Member Leave Policy. *Jenee Chizick seconds the motion, all vote in favor.*

*Motion: Carmen Cruz*

*Second: Jenee Chizick*

*Ayes: AH, TEC, JC, CC, TS, TB*

*Nays: None*

**f. Approval of Emergency First Aid Care Policy – TABLED**

**g. Approval of Influenza Policy**

Carmen Cruz moves to approve the Influenza Policy. *Jenee Chizick seconds the motion, all vote in favor.*

*Motion: Carmen Cruz*

*Second: Jenee Chizick*

Ayes: AH, TEC, JC, CC, TS, TB

Nays: None

**h. Approval of Severe Allergy – EpiPen Self Administration Policy**

Jenee Chizick moves to approve the EpiPen Self Administration Policy. *Carmen Cruz seconds the motion, all vote in favor.*

*Motion: Jenee Chizick*

*Second: Carmen Cruz*

Ayes: AH, TEC, JC, CC, TS, TB

Nays: None

**i. Approval of Student Assistance Program – Suicide Prevention Policy**

Carmen Cruz moves to approve Student Assistance Program – Suicide Prevention Policy. *Jenee Chizick seconds the motion, all vote in favor.*

*Motion: Carmen Cruz*

*Second: Jenee Chizick*

Ayes: AH, TEC, JC, CC, TS, TB

Nays: None

**j. Ratification of Student No. 309-16 Settlement Agreement**

Tara Smith moves to approve Student No. 309-16 Settlement Agreement. *Tara Buckley seconds the motion, all vote in favor.*

*Motion: Tara Smith*

*Second: Tara Buckley*

Ayes: AH, TEC, JC, CC, TS, TB

Nays: None

**V. Informational Items**

None

Carmen Cruz motions to adjourn the meeting. *Jenee Chizick seconds the motion, all vote in favor.*

The meeting is adjourned.