

YouthBuild Philadelphia Charter School
Board of Trustees Meeting
February 19, 2021
9:00 – 11:00 am
Location: Zoom

Present: Graham Brent, Melanie McCottry, Tim Daniel, Sai Yerrapathruni, Jim Mergiotti, Marty Brigham, Khalilah Lawson, Chuck Esser, David Thomas, Kiley Smith Kelley, Nicole Connell, Scott Lillis, Alicia Smith, Keith Anderson, Darrell Davis

Absent: Erin Horvat, Jared Farbman, Tiffanie Talley-Baines

Staff: Scott Emerick, Adesanya Karade, Alejandro Baldwin, Allison Predjulek, Dannyelle Austin, Meredith Molloy, Tiffany Doyle, Jenna Dougherty

Welcome & Approval Board Meeting Minutes

- REP talk by Tim Daniel
- **Motion** by Graham Brent to approve **December 2020 meeting minutes**. Second by Marty Brigham, motion **unanimously approved**.
- Review of Financial Disclosure form process and deadline.

New Building Update with Facilities Committee on 2309 N. Broad

- Updates & highlights from Facilities Committee
 - Flynn group was hired last year to assist with the search for a new building. Flynn company, SLT, and Board members decided on 2309 N. Broad as the best possible site for YouthBuild Philadelphia
 - Ballard Spahr is providing pro bono legal counsel throughout this process
 - After comprehensive RFP and review process, Atkin Olshin Schade Architects was the firm chosen for the design of the new school
 - The decision was based on quality of overall proposal, relative performance on Social Identities considerations, understanding and knowledge of YouthBuild, and cost
 - Working towards hiring a project manager to continue moving this process forward and close to signing a contract with Aegis.
 - AOS currently working on Due Diligence phase and design for new building
 - Last year we also engaged with Callowhill Partners as our financial advisors who provided an analysis on how to proceed with financing.
 - Next steps Finance Committee, Facilities Committee, and YouthBuild leadership will be meeting to discuss all financing options and how to move forward with possible 2309 N. Broad site.

- Capital Campaign will be critical competent for financing of this property
- Board engagement in the process will be critical
- AOS Updates
 - Sam Olshin, Paul Avazier, and Paul Provenza presented design ideas and renderings for the new space.
 - Paul Avazier discusses all the sustainable design practices and strategies AOS is considering for the construction of the building and all the ways the building will be green and sustainable once it is built
 - AOS is preparing to meet with Registered Community Organizations (RCOs) to get their approval and support in building a new school in their community.
 - March 4th AOS is presenting again for YouthBuild staff for feedback, thoughts, and ideas
- Greenbuild Staff, Student, Alumni Reactions and Group Conversation
 - George Jenkins, GreenBuild (GB) instructor at YouthBuild, and AOS working together to involve current GB students and alumni in the design and future construction of the new building

Capital Campaign Updates

- Renetta Holloway presenting on YouthBuild Campaign and Dunleavy Workflow
 - Phase 1: Assess readiness
 - Phase 2: Feasibility Study
 - Phase 3: Building the Campaign
- Phase 1:
 - Summarize findings from survey sent to staff and board on Capital Campaign awareness and involvement and what YouthBuild can do to improve in these areas
 - Analysis on trends of donor giving and identify potential and likely donors who will likely contribute to Capital Campaign
 - Analysis on annual fundraising efforts at YB and how it aligns with Capital Campaign
 - Identified 30 new donor prospects who may be willing to contribute
- Phase 2:
 - Results of Feasibility Study was released to YouthBuild
 - First step was to create and test messaging of SOI (Statement of Intent) and to identify and qualify individuals for the study
 - The individuals chosen provided a wide range of stakeholders and were interviewed to assess their connection to youthbuild and its mission, receptivity to the draft SOI, and level of interest in potential support.

- This information is confidential but will be built into the gift pyramid and goal recommendation.
 - Dunleavy analyzed the results of the feasibility study and provided recommendations to potentially increase the success of the capital campaign
- Second and third goals of Phase 2 include the Gift Pyramid and Goal Recommendation

Health and Safety Update

- CHOP was selected as the COVID-19 vaccine supplier for all School District personnel. YouthBuild sent information to all staff to schedule an appointment for the vaccine through CHOPs system.
- YouthBuild is also providing two facilitated open spaces for staff and students with Healthcare Professionals. They are providing information about the COVID-19 vaccines and available to answer questions and address concerns
- YouthBuild is currently offering optional and limited in person engagement for students at specific worksites.
- Vaccines are recommended but not required

Committee Updates

- Program Committee
 - Engagement and retention data has been collected and YouthBuild is currently on track with annual goals however attendance has been an ongoing issue throughout the sessions
 - Slideshow shared with student work and program updates
- Finance Committee
 - Review of December 2020 financial statements
 - Call to action for Board to contribute to capital campaign
- Development Committee
 - Annual fundraising goal is on target
 - GrowYB Annual Fundraising Event will be virtual again and take place during the 1st week of May
 - Student Showcase will be the main event
 - Looking for additional sponsors and asks Board to support
- Governance Committee
 - Update on upcoming Board Retreat on April 16th
 - Share draft Agenda and program for retreat
 - Board transition and pipeline updates

- HR Committee
 - HR report shared with Board for review
 - Committee is currently looking for additional members and support in sharing open positions at YouthBuild with our network

CSO Reauthorization Update and Proposed Outcomes (M. Molloy)

- Meeting with Charter School Office week of February 22nd to discuss outcomes for previous year and outcomes for upcoming year
- Financial Audit is complete
- Vote for Charter Reauthorization is still currently scheduled for March or April

A motion to adjourn by Chuck Esser and second by Kiley Smith Kelly.