

**YouthBuild Philadelphia Charter School**  
**2309 N Broad St, Philadelphia PA, 19122**  
**Board of Trustees Meeting**  
**October 11, 2024 | 9:00 - 11:00 AM**

**Minutes**

**Present:** Kiley Smith Kelly (*Chair*), Carneisha Kwashie (*Vice Chair*), Scott Lillis (*Treasurer*), Catie Wolfgang, Alicia Smith, Jared Farbman, Maxwell Akuahmoah-Boateng, Zachary Vigneault, Ina Lipman, Anthony Fullard, Ashley Pollard, Whitney Arjun, Jon Smollen

**Absent:** Alvin McLaughlin, Darrell Davis, Charles Esser

**Staff:** Le'Yondo Dunn, Kazmir Davis, Adesanya Karade, Taylor Uyehara, Allison Predjulek, Kianna Cooper, Jenifer Trachtman

**Welcome and Business Items (Kiley Smith Kelly, Le'Yondo Dunn, and Allison Predjulek):**

- Motion by S. Lillis to **approve August Board meeting minutes**. Second by J. Farbman, motion unanimously **approved**.
- Motion by J. Smollen to **approve student handbook updates**. Second by J. Farbman, motion unanimously **approved**.
- Motion by J. Farbman to **approve change in SY24-25 calendar**. Second by S. Lillis, motion unanimously **approved**
- L. Dunn asks board members to complete a demographic survey - board members take five minutes to complete the survey.
- L. Dunn asks board members to indicate their availability on the YBP Happy Hour poll.

**CEO Report (Le'Yondo Dunn):**

- L. Dunn shares photos of the school building on August 19th - construction was almost fully complete.
- L. Dunn shares photos of staff and shouts out the YBP team for staying strong and finding joy despite construction delays.
- L. Dunn officially welcomes Jenifer Trachtman, YBP's new Chief Development Officer.
- L. Dunn shares 24-25 priorities and September Pulse Survey data.
- L. Dunn shares 24-25 Key Performance Indicator Dashboard and outlines centralized goals for all staff members.
- L. Dunn shares that the Leadership Team is shifting towards a more proactive development approach.
- L. Dunn provides a school safety update.

**Construction Updates (Le'Yondo Dunn):**

- L. Dunn shares the new building's construction timeline - school leadership is waiting on reclassification of the mezzanine to receive CO/TCO for the third floor.

**Program Updates (Kazmir Davis and Taylor Uyehara):**

- T. Uyehara shares updates to PDE regulations due to changes in Act 55 that will affect YBP.

- Including but not limited to: auditing requirements, statements of financial interest, limitations on Board of Trustees, public financial documents, and more.
- K. Davis introduces SY24-25 theme: Building a Strong Foundation and welcomes the class of 2025 with 279 students enrolled.
- K. Davis shares pictures from Student Mental Toughness, YBP Cookout, and more.
- K. Davis shares changes to school structure and services -graduation pathway tracks, student success strategies, and more.
- K. Davis shares 24-25 priorities and goals - as of right now enrollment, retention, and attendance are up from last year.

### **Committee Updates:**

#### Finance Committee Update (S.Lillis):

- Capital Campaign loan is paid off - working to pay off the RACP loan.
- Audit is under way - YBP is contracting with a new auditor this year.
- The Finance Committee met earlier in the month - YBP is in financial good standing.

#### Development Committee Update (J. Trachtman):

- J. Trachtman introduces herself as the new Chief Development Officer at YBP.
- J. Trachtman shares contributed income goals and individual giving donations breakdown for the fiscal year.
- J. Trachtman shares the board's role in fundraising - give, get, and engage.
- J. Trachtman hopes to meet 1-1 with board members over the next few weeks to further inform her fundraising approach.

#### Governance Committee Update (L. Dunn and A. Smith)

- L. Dunn shares a new YBP compliance calendar with board members.
- L. Dunn shares that the Governance committee is leading initiatives such as succession planning, engaging board members, and more.

#### School Growth Committee Proposal (Catie Wolfgang)

- C. Wolfgang shares a proposal for a new committee to inform growth strategy over the next 3, 5, and 10 years and ensure YBP's long-term stability.
- A vote to establish the committee to occur at the December board meeting.

### **YBP Building Tour:**

- Board members engage in a tour around the new school building.

### **End - Adjourn Public Board Meeting (Kiley Smith Kelly):**

- Motion by J. Farbman **to adjourn the public board meeting.** Second by C. Kwashie, motion unanimously **approved.**