



Maritime Academy Charter School

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Philadelphia, PA 19137

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MINUTES
BOARD OF TRUSTEES MEETING
2700 E. HUNTINGDON STREET
WEDNESDAY – JANUARY 25, 2023 - 5:00 pm
VIA ZOOM LINK

<https://us02web.zoom.us/j/89398662341?pwd=NUMxUXBCOUpMdytYY254RmdBQ01Idz09>

Meeting ID: 893 9866 2341 - Passcode: P9vXT6

Dial in Number: 1 929 205 6099

Meeting ID: 893 9866 2341 - Passcode: 787314

BOARD MEMBERS PRESENT

Scott Cointot, Chairman
Louis Cavaliere
Mary Anne Celenza
Robert Cook
Tummona Fisher
Cynthia Hudson
Michael LaGrassa
Michael Mattioni
Robert Vacchiano
Richard Venuti

PROXY

Minerva Cruz
Michele Krajewski
Lew Grill

ABSENT

Nathan Hauser
Arthur Sulzer

MACS STAFF

Eugene Mattioni, CEO
Matthew Wilson, HS Principal
Stephen Hewitt, HS Asst. Principal
Peter Saunders, ES/MS Principal
Laura Bischoff, ES/MS Asst. Principal
Kimberly Bonanni, SPED Director

GUESTS

Craig Butler, Foundations, Inc.
Roseanne Ahlholm, Foundations, Inc.
Gerry Malkowski, Facilities Manager

Roll Call / Review of Minutes

Capt. Cointot requested all board members review the minutes from the November 2022 meeting and asked for a MOTION to approve:

FIRST: Robert Cook
SECOND: Richard Venuti

No objections heard; all were in favor (three proxy), there were no nays, and the MOTION was APPROVED unanimously.

Financial Report – Craig Butler

Mr. Butler reviewed the current 2022-2023 actual YTD amounts for November 2022 (amount based on 820 students):

Opening Fund Balance	\$ 5,990,773
Total Revenue	\$ 5,708,160
Total Expenditures	\$ 5,513,789
Ending Fund Balance	\$ 6,185,144

Board Chairman, Capt. Scott Cointot asked for a MOTION to approve the November 2022 financials:

MOTION: Louis Cavaliere

SECOND: Michael LaGrassa

All were in favor (three proxy), there were no nays, and the MOTION was APPROVED unanimously.

Mr. Butler reviewed the current 2022-2023 actual YTD amounts for December 2022 (amount based on 820 students). The opening fund balance is the audited fund balance amount; adjustments were made due to payroll and payroll costs (as of 6/30/22). The July and August payroll amounts and some other programs were not previously included.

Opening Fund Balance	\$ 4,719,751
Total Revenue	\$ 6,952,087
Total Expenditures	\$ 7,132,949
Ending Fund Balance	\$ 4,538,889

Board Chairman, Capt. Scott Cointot asked for a MOTION to approve the December 2022 financials:

MOTION: Robert Vacchiano

SECOND: Robert Cook

All were in favor (three proxy), there were no nays, and the MOTION was APPROVED unanimously.

Board Chairman's Report – Capt. Scott Cointot

Former student, Kirstin Johnson, visited the school and spoke to students/seniors who are unsure of their future path; Kirstin is a perfect example of a professional mariner that attended MACS. We would like to hear what the students' goals are after graduation and asked the counselors to identify students that are not entering the military. At this time, there are 16 students out of 71 that are unsure of their plans. We'd like to concentrate on those 16 to help them find a direction by graduation; we plan to meet with them again on 2/3/2023. Capt. Cointot also asked board members if they have any positions or opportunities available for internship.

CEO Report – Eugene Mattioni

Update on Charter School Office Visit – 1/19/2023

The Renewal Site Visit took place on January 19, 2023. The Charter Office Team was led by Ms. Mariel Ziegler. A team of three visited the High School and three visited the Elementary and Middle School. The ES/MS team started in the Building 11 conference room. They were served breakfast by our Cooking Club and Ms. Yolanda. The HS team started in the CEO Office and they also were served breakfast by the cooking club. The day started warmly with appropriate greetings and introductions. The schedule was reviewed and the site visitors connected to the MACS Wi-Fi.

Ms. Ziegler has been very helpful and considerate throughout the preparation for the site visit. She had an attitude that starts with "I want you to do well and be successful in the Renewal Site Visit". Each team was responsible for visiting with a group of designated teachers at each location. We were graded on observations, artifacts and stakeholder conversations. We were rated based on the demonstration of evidence and implementation for each Mission Element.

The Mission Elements in each category were as follows:

1. Improve Pupil Learning
2. Increase Learning Opportunities
3. Different and Innovative Teaching Methods

The high school teacher observations included Mr. Clark, Ms. Castro and Mr. Lott, Ms. Neel, Mr. Karpin, Chief Hentnick, Mr. Gosse, Mr. Sesto and Ms. Pernell, Chief Peitsinovski, Ms. Pellegrino, and Ms. Simon. The observations were aligned with each Mission Element #1, #2 and #3. Each teacher was observed for about 20/25 minutes and graded by the observer. The cadet focus group included Donta Jones, Trista Murphy, Georgeyanna Martinez, Roger Waters, Ashley Varela and Imani Mills.

A similar pattern followed at the ES/MS. The ES/MS teacher observations included Ms. Kern, Ms. Coates, Ms. Rizzo, Captain McGee, Mr. Phillips, Ms. Christie, Mr. Fox and Ms. Rizzo, Ms. Paul and Ms. Wassel, Ms. Fuller, Ms. Wenger, Dr. Lerner, Ms. Daukaus, and Ms. Goldberg. It was a very comprehensive site visit. Teachers and

cadets had to perform at their best with curriculum, positive teaching methods, and effective communication of each mission element.

The MACS' site visit team, including Mr. Wilson, Mr. Hewitt, Mr. Saunders, Ms. Bischoff, Ms. Bonanni, and Ms. Bogan, met with teachers on multiple occasions to review lesson plans, presentation methods, and review what to expect when the Charter School office team was doing their observation. In addition, Ms. Susan Ostrich from Foundations was engaged as she has been through many Charter Renewals. She gave valuable guidance to our Site Visit team and our teachers, cadets and support staff.

After the completion of observations, the Site Visit Team met at Building 11 at the Arsenal in the conference room. At this time, they were served lunch by our Cooking Club and Ms. Yolanda. They were also entertained by our Sea Shanty Chorus led by Ms. Wassel and Ms. Paul. They were an absolute hit with the Site Visitors! The site visit team then reviewed our artifacts which had been put together by Mr. Wilson, Mr. Saunders, Ms. Bonanni and Ms. Bogan. They next spent about 1-1/2 hours reviewing the artifacts section of the site visit. The artifacts highlighted many of the MACS successful programs, from Sea Cadets, the Speaker Series, Boat Building and the Independence Seaport Museum, the North Wind Sailing, Dual Enrollment and AP Courses, data walls, CSR process, the Anchor, 21st Century CLC, students hired, list of scholarships, and Foundations training for support staff.

At the conclusion of the Artifact Review, the Charter School Office Site team convened to debrief. After their debrief, they met with our site visit team including Chairman Cointot. The overall summary and debrief was that MACS **meets standards** and that all mission elements were **Strongly Evident** in all categories. The only remaining piece is the Board Focus Group meeting scheduled for January 30, 2023.

At the conclusion of the meeting, the Charter School Office will publish to us our final scoring. We expect to receive this on or before February 2, 2023. Our support staff was on board and made sure that all of our spaces were clean and orderly for the visit. The school building and classrooms were at their best. Our cadets understood the importance of the day and were in uniform and on their very best behavior. A very much deserved congratulations goes to our Administration, Teachers, Support Staff and our Cadet Students at the ES/MS and HS. January 19, 2023 was a very good day for MACS!

Update on Status of LOI for Buildings 201 and 202

Ms. Berson, our legal counsel, has completed the draft of a Letter of Intent after conferring with Alliance HSP. The missing element at this time is to define the space that we intend to initially occupy to replace building 41 and 42. After conferring with Tom Bond and Craig Butler, the space we are suggesting is a total of approximately 36,000 square feet. We have sent to our Architect a modified MACS Program Summary and will be discussing this as soon as possible. We have scheduled a MACS Board Site Team meeting for January 31, 2023 at 4pm (1600). At that meeting, we will discuss the options available to MACS, status of 201/202, status of LOI, and commencement of lease negotiations/purchase option. We need enough space to move out of buildings 41 and 42 and into buildings 201 and 202. We will discuss in greater detail at the Site Committee meeting on 1/31/2023. The Phase 1 environmental report has been completed and will be circulated to all.

High School Report – Matthew Wilson

- The main focus was the Site Renewal Visit for the month of January.
- Cadets who made honor roll or had perfect attendance for Quarter 1 were recognized and celebrated.

9th Grade (67 cadets)

First Honors (Straight A's) – 7 cadets - Second Honors (A's and B's) - 23 cadets - Perfect Attendance- 7 cadets

10th Grade (66 cadets)

First Honors (Straight A's) – 5 cadets - Second Honors (A's and B's) - 7 cadets - Perfect Attendance- 7 cadets

11th Grade (58 cadets)

First Honors (Straight A's) – 10 cadets - Second Honors (A's and B's) -14 cadets - Perfect Attendance- 4 cadets

12th Grade (71 cadets)

First Honors (Straight A's) – 12 cadets - Second Honors (A's and B's) - 22 cadets - Perfect Attendance- 4 cadets

*Cadets that failed a course in Quarter 1 had a mandatory parent/teacher conference in order to generate a plan for success.

- Mr. Karpin, our 9th grade World History & AP U.S History teacher, has been participating in a variety of programs through Freedoms Foundation at Valley Forge. They are an organization that focuses on character development for students and teachers. They provide workshops for students to bring character development lessons into the classroom by using Medal of Honor recipients to teach about different historical events. He will be researching opportunities for lessons and speakers for his history courses.
- Our Keystone testing numbers were submitted to the state for our cohort that will test in the spring.
 - Algebra (9th,10th,11th) - 170 cadets
 - Biology (10th, 11th) - 112 cadets
 - Literature (9th,10th,11th) - 164 cadets
- Former cadet Skylar Hazelwood visited and spoke with current maritime cadets.
- MACHS is continuing to participate in our Sea of Kindness display. Ms. Jackson created a way for cadets to share random acts of kindness.
- Chess Club, one of our newest clubs is becoming very popular.
- On January 12, art cadets visited the Philadelphia Museum of Art.

Elementary School Report – Peter Saunders

Mr. Saunders stated we did well for the Site Renewal Visit; everyone was well prepared; kudos to everyone.

National School Choice Week: This week we are putting together two events to celebrate our families who chose Maritime Academy for their children. On Monday the 23rd, we had **Muffins in the Morning**. Families were invited to the mess hall in building 41 to get some breakfast with their child and to meet some of our other parents. We had nearly 20 families participate.

Family Math Night: The other event is Math Family Fun Night being held tonight in the mess hall of building 107. Families have been invited to come out and participate in fun math activities. Math teachers will also demonstrate to parents some of the ways that they can support their cadets' learning at home. We so often hear our parents lament the fact that the "new" math is being taught in a way that they do not understand. The hope is that we can try to bridge some of the gaps that parents have so they provide effective support for what cadets are learning in school when it comes to mathematics. Both of these events were spearheaded by Ms. Luu who received support from Ms. Fanega and Ms. Bischoff.

Battleship Competition: Our Battleship competition is really heating up. Ms. Wenger has been tracking Lexia usage weekly and determining weekly winners. This week we even had our first ship sunk - 6D was able to sink 7C's battleship!

SEPCAL- Boys Basketball: The boys' basketball season has begun at the middle school. We have both a JV (5th & 6th grade) and Varsity (7th & 8th grade) team this year. The teams will be coached by Mr. Drain and Mr. Schwiker. Our "Home" games will be played at the Juniata Recreation Center. Our first game was Tuesday, January 24th. The season is nine games and hopefully the playoffs are in our future.

Classroom Diagnostic Tool (CDT): Our second round of benchmarking begins February 7th. We will start with math testing on February 7th. In subsequent weeks, we will complete the reading and writing test and after that, the 4th and 8th grade will be given the science test. Once testing is completed, we will have data to determine how well cadets are retaining the eligible content and standards they have learned thus far this school year. Teachers will also be able to determine how much growth has been made since the first test. This will help teachers prepare as we get closer to the PSSA's at the end of April.

Cramer's Uniforms: We have developed a partnership with Cramer's Uniforms. Cramer's will provide our families with many of their uniform needs. They will produce our uniform polos as well as our quarter zips and cardigan sweaters. They also sell reasonably priced black uniform pants and even shoes.

Pet Supply Drive: From January 12th to February 2nd, we are collecting various pet supplies that we will be donating to a local animal shelter. "Saved Me Adoption Center" in South Philadelphia will be the recipient of these donations. We have set up collection boxes in all of our buildings and have collected a lot of food as well as new toys and grooming supplies.

CLC and ESSERS Funding Report – Stephen Hewitt/Laura Bischoff/Joyce Fanega

- We continue to average 150+ cadets per day at the elementary school for PM programs and 65 cadets per week at the high school. With our normal morning sessions (both 107 and 41), our overall numbers are strong. As Q2 begins, we aim to add additional programs at both sites in the PM. In the spring, we are looking to bring back Girls on the Run and Chess.
- In addition to the targeted Science programming, cadets continue to receive the structured time for homework completion. Enrichment activities put additional emphasis on RELA and Math.
- Scheduling changes are handled daily as we respond to attendance and staffing needs. All has been done well to allow for the program to operate without interruption.
- School Frontiers is reporting information in a timely manner for both Cohorts. Representatives from both cohorts are scheduled to attend the mandatory training session in February in Harrisburg.

We continue to follow all updated CDC guidelines for our after-school programs.

Specialized Services Report – Kim Bonanni

Total Number of Special Education Cadets = 168

Trainings: Our paraprofessionals will receive training at the 2/2/23 PD on de-escalation and behavior management. At the conclusion of our last paraprofessional training, each of them indicated that they wanted more behavioral based trainings. We will be continuing to plan our paraprofessional trainings around their specific role and needs.

ACCESS: We completed our current financial ACCESS quarter reporting. Submitted paperwork to ePromise to continue to receive Medicaid funding for related services. The current contract expires the end of February 2023.

Manifestation Determination Hearing: On 1/11/2023, a manifestation determination hearing was held for a student who has been with us since 3rd grade. This student has demonstrated disruptive behaviors throughout his time at MACS. However, he has become increasingly disruptive and had begun to engage in aggressive acts. Though the student has only had 5 days out of school, we decided to hold this meeting proactively. At the conclusion of the meeting, it was recommended, to the parent, that a private placement may be necessary, Parent declined placement.

Due Process: As a result of parent not agreeing to placement recommendation during the manifestation determination hearing, we filed for an expedited due process hearing with a request to change placement. This was filed on 01/11/2023 and parent was provided a copy. We had a due process prehearing on 1/16/23 where the request for expedited hearing was granted with the hearing to occur on 2/3/23. The parent decided to withdraw the student last week instead of having a hearing.

ESL: Lauren Goldberg has agreed to return to work full-time with MACS and has done a fabulous job of overseeing the ESL program and staff. There are many areas that we can improve on in ESL, especially with our growing numbers. We currently have 72 active ESL students, with 9 students that receive active monitoring. In 2021-22, we had 63 active ESL students with 11 students that receive active monitoring. We are preparing for the physical monitoring in March, which takes place every six years.

Federal Programs Report – Dr. Alex Schuh and Zoe Groff

This is a brief overview of federal programs and grant activities in December 2022 and January 2023. Federal Programs Coordinator (Dr. Schuh) and Assistant Coordinator (Zoe Groff from School Frontiers) have continued to focus on a number of projects, on a variety of timelines:

1. The Federal Programs Coordinator and team are continuing to track spending and invoicing for federal funds, including federal Title funds for 2021-22, ESSER II funds, and ARP ESSER funds (including Act 24 funds and ARP Homeless funds). Note that the ARP ESSER grants have been approved by PDE and funds can be disbursed according to the grant model and guidelines.
 - The approved ARP ESSER plans have been posted on the school's website, in accordance with federal and state law.
 - DeLoitte will audit/monitor the ESSER grants beginning in the 2022-23 school year- dates have not been announced but will likely be the Spring.

- PDE is recommending that schools consider submitting revised ESSER II and ARP ESSER plans if they know that they have changes that they want to make to their original plans. School Frontiers, with input from the administration team and the Board, will be submitting a revised budget to PDE in January 2023.
2. On August 1, 2022, the Pennsylvania Commission on Crime and Delinquency (PCCD) announced a School Mental Health and Safety and Security grant for \$140,000. This grant was submitted on August 30. In December, Maritime was awarded the grant and can begin using the funds. These funds will be used for the purchase of security cameras, SEL curriculum, and mental health supports.
 3. On September 28, 2022, the Consolidated Title grant applications was submitted through the newly integrated myPDEsuite. We are still awaiting the funding award announcement. However, we are already utilizing those funds for some spending items (e.g., Title III ESL funds).
 4. The 21st Century CLC Cohort 11 grant is up and running, serving grades 3 to 12.
 5. On November 9, School Frontiers conducted Fall observations of 21st CCLC Cohort 10 (grades 1 and 2). These observations will be reported in the 2023 21st CLC Evaluation Annual Report. The 2022 Cohort 10 Annual Report was submitted on December 22nd.
 6. The Comprehensive Plan and its many subcomponents were posted to the school's website on July 30, 2022, for a 28-day public comment period. The plan, with Board approval, was submitted through eGrants on August 30. The plan and the plan's subcomponents have been approved by PDE.
 7. The Charter Renewal Application guidelines were posted to Epicenter in May. We are submitting additional required documentation through Epicenter. The District stated recently that decisions on moving the school and enrollment expansions would not happen until renewal (which is likely to be in May or June 2023, although it could be sooner).
 8. The Ready to Learn Grant for \$64,875.00 was submitted in eGrants for the 2022-23 school year. The grant purchases additional student computers, online learning software and data analysis.
 9. On December 12, the administration team and School Frontiers met Blackney Hayes Architects to discuss classroom needs for buildings 201 and 202.
 10. On December 15, members of the administration team, School Frontiers, and Foundations met to discuss Federal Programs. The meeting covered topics concerning the Consolidated Application, ESSER grants, and grant monitoring and reporting.
 11. On December 16, Dr. Schuh was interviewed by auditors from Milligan & Company, LLC for their routine financial audit.
 12. Throughout December, the administration team met weekly to discuss the Comprehensive Plan, Charter Renewal, ESSER grants, and the Charter School Annual Report.
 13. Dr. Schuh and Zoe Groff have been attending the weekly admin meetings and discussing federal programs-related issues. We are also meeting with administration and reviewing invoiced expenses in an online database. We are currently working on the ESSER budget revisions.

School Counselor's Report – Ms. Aimee Bogan

High School – Ms. Jackson, Ms. Gyuriska, Ms. Bogan

Ms. Jackson

- Toured SUNY Maritime with 4 seniors, 2 applied
- Organizing a 9th & 10th grade Winter semi-formal (February 10th) with Ms. Gyuriska and two student representatives
- Parent teacher conferences for students who are failing multiple subjects
- Meeting with students and parents to assist with college apps and FAFSA applications
- In the process of setting up a meeting for undecided seniors who are considering going into the workforce

Ms. Gyuriska

- CCP Spring semester began 1/17/23
 - Helping cadets get textbooks, log into Canvas, and escorted them on SEPTA for the first day of class; 7 cadets are enrolled.
- Meetings with parents/guardians and teachers for students at risk for not passing 2+ classes Q2
- Developing plans in collaboration with families and teachers for improving student success
- National Honor Society
 - Prepping for Valentine's Day candy-grams

Ms. Bogan

- Assisting with artifacts for charter office visit
- Parent conferences: grades, mental health
- Teacher consultation: student behavior, grades, interventions
- Assessing high risk students
- Triage numerous crisis situations concerning suicidal ideation
- Roster review for Semester which begins on 1/30/23
- FAFSA and recommendation letter writing

Elementary and Middle School - Jaime Donovan and Kelly Brennan

Weekly counseling sessions

- Individual, small group, lunch bunch and whole class SEL lessons
- Daily check ins with students in need of more support
- Assisting and providing strategies for goal setting, emotional regulation, anxiety, peer relationships
- Continued conflict resolution in upper grades
- Emphasis placed on: goal setting and growth mindset

Career Fair Preparation

- Career fair will take place on **February 24th**
 - Reaching out to initial list of presenters
 - Reaching out to members of the community to get as many presenters as possible
 - Adjusting Career Fair assignment based on total number of presenters

African American History Month Preparation

- Sending out resources for teachers to utilize with their classes
- Creating displays in buildings 107 and 41
- Weekly announcements
 - Daily clues leading up to two influential icons each week. Cadets who guess the correct person will earn a reward.

Lunar New Year resources shared

PASS program

- Analyzing PASS data of students in grades 7 and 8
 - Breaking down data by grade, homeroom, student etc. and sharing information with grade teams

Maro for Schools

- Free mental health screening for cadets
- Ms. Brennan reached out to have a meeting to learn more information

Meetings

- Grade Leader Meetings: weekly to discuss any student concerns
- JJC Services: monthly to discuss students/collaborate
- Scheduling and facilitating parent meetings to discuss academic, SEL, behavioral or overall student concerns
- CSR: student progress and implementation of action plans
- SAIP and PBIS meetings

Athletic Director's Report – Kevin Schultz

Middle School:

- Boys JV and Varsity Basketball Program start 1/24/23.
- Teachers Mr. Drain and Mr. Schweiker will coach the team.
- Tryouts for both softball and baseball will be held in February.
- The softball and baseball season start in March.
- We may also start a coed volleyball program in the spring as well.

High School:

- The girls and boys JV basketball programs have concluded. The girls program had some challenges in their inaugural season. The boys' team did well with five wins and only one loss.
- The Boys' Varsity Basketball Program is undefeated in our Conference and tied for first place. The team is on a ten game winning streak! On Tuesday, January 31st, we will resume a game that had to be stopped due to an

injury. The game vs Fels will most likely determine the Conference Champion. The game will resume with 1:25 left in the 3rd quarter... the game is at Fels.

- The girls and boys softball and baseball teams will begin preseason training this week.
- Tryouts for both softball and baseball will be held in February.
- The softball and baseball season start in March.

Facilities Report – Gerry Malkowski

- Preventive maintenance completed on all HVAC systems.
- All water filters replaced on all water fountains throughout all buildings.
- Working on getting elevator inspector and Building 107 six-month inspection.
- Check roof drains and clear debris on high school, building 107 and 106.
- The rain gutter fell off the roof of building 107; was repaired the same night;
- Asbestos Report – in August, there will be an inspection by the city for lead/asbestos and also a three year inspection of all buildings will be completed; we provide them with the reports. We do have someone available to do the inspections, but would like to obtain another estimate. We have an electrical contractor that comes in to inspect and pass certification.

Closing Remarks – Capt. Scott Cointot

- Capt. Cointot stated the yearly Statements of Financial Interest forms are due in May and asked board members to complete them as soon as possible.
- There is a copy of the Auditor’s Report for year ending June 2022 in the board packets from Milligan and Company for review.
- Capt. Cointot commended everyone on the great job done during the charter renewal visit for both schools; the CSO representatives seemed to be impressed and we expect to receive a high score. The board focus group interview is scheduled for Tuesday, January 30th, 2023.
- The next board meeting is scheduled for February 15th, 2023.

Adjournment

Board Chairman, Capt. Scott Cointot asked for a MOTION to adjourn:

FIRST: Richard Venuti

SECOND: Robert Cook

All were in favor (three proxy), there were no nays, the MOTION was APPROVED unanimously; the meeting was adjourned at 5:40 pm.