



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 – FEBRUARY 15, 2023 - 5:00 pm
VIA ZOOM LINK

<https://us02web.zoom.us/j/83067167544?pwd=c094bjg1c2R4NmlnZWd0dU1QU21HZz09>

Meeting ID: 830 6716 7544 - Passcode: sbHw7P

Dial In Number: 1 929 205 6099

Meeting ID: 830 6716 7544 - Passcode: 071520

BOARD MEMBERS PRESENT

Scott Cointot, Chairman Lew Grill
Michele Krajewski Nathan Hauser
Louis Cavaliere Robert Vacchiano
Mary Anne Celenza Richard Venuti

PROXY

Minerva Cruz
Michael Mattioni (Cavaliere)
Michael LaGrassa (Cavaliere)
Tummona Fisher (Cointot)

ABSENT

Arthur Sulzer
Robert Cook
Cynthia Hudson

MACS STAFF

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

GUESTS

Craig Butler, Foundations, Inc.
Tom Bond, NAI Geis Realty Group

Roll Call / Review of Minutes

Capt. Cointot requested all board members review the minutes from the January 2023 meeting and asked for a MOTION to approve:

FIRST: Richard Venuti
SECOND: Robert Vacchiano

No objections heard; all were in favor (four 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 January 2023 (amount based on 820 students):

Opening Fund Balance	\$ 4,719,751
Total Revenue	\$ 7,857,954
Total Expenditures	\$ 8,444,059
Ending Fund Balance	\$ 4,133,646

Craig Butler will provide a supplemental report which is easier to understand that the budget is on track.

Board Chairman, Capt. Scott Cointot asked for a MOTION to approve the January 2023 financials:

MOTION: Louis Cavaliere

SECOND: Nathan Hauser

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

Board Chairman's Report – Capt. Scott Cointot

- Capt. Cointot stated we will pass on the Meerwald at this time due to too much travel time. We will start planning trips on the Northwind again.
- Capt. Cointot, Capt. Cook, and CEO Mattioni met with some seniors that do not have plans for after graduation; there are a total of seventeen (17) cadets. They focused on providing them with port directory information and a list of different vendors that the board offers to help them in a future career. They will continue to meet with them in future meetings.
- We are also thinking of possibly having another art auction; the amount of art available from students, family, and friends is incredible which can be a possible fundraiser. We can work on a list of vendors such as Foundations and book companies to get the attention from the community.

CEO Report – Eugene Mattioni

The Charter School Renewal Visit was very successful and went very well. MACS created a Renewal Site Visit Team at the commencement of the school year in August 2022. It was complemented by regular Administration meetings, Department head meetings, Grade leader meetings, and Federal Program meetings. On the agenda in each of these meetings was Charter Renewal and an upcoming site visit on January 19, 2023 by the Charter School Office. A thank you to our Principal Wilson, Asst. Principal Hewitt, Director of Counselors, Ms. Bogan, Principal Saunders, Asst. Principal, Ms. Bischoff, Dean Ms. Fanega, Director of Special Education, Ms. Bonanni, all of our Teachers and Support Staff, our food service consultant, Ms. Yolanda Lockhart-Davis, our Board Focus Group, Teacher Focus Group, Parent Focus Group, Cadet Focus Group, all teachers who were observed at the HS and ES/MS, to our Mr. Killian for his excellent video work, and to all who participated in creating our artifacts for presentation to the Charter School Office. It was a team effort of preparation, preparation and preparations.

The final was a debriefing and “Meets Expectations” in all categories. We still have some additional tasks to conclude the final Charter Renewal. These include an audit which is scheduled to take place on March 20 and 21. The audit is performed by The School District of Philadelphia, Office of Auditing Services. The Executive Director is Ms. Diane Baker and the assigned auditor Gregory Bellevue. It is for the most part a review of documents. We will begin compiling the requested documents starting with a list of students for fiscal 21/22 and the general ledger, invoices supporting purchase of goods and services, referenced contracts, leases, loans, management agreements, vendor documents, health insurance, PSERS statements/general ledger, bank statements, and signed statements of financial interest. We will start working on the process now. Mr. Butler and Ms. Ahlholm have worked with the Auditors and in this type of Audit.

Email Received from Amy Hollister 1/28/2023

Bravo to your cadets! I just think you all are the best! When opportunities arise to make a school mission and children shine, I'm always there for it.

Your pride and love for your school is why Peng told me in the back of the room that you had a great site visit.

You are a wonderful leader with a terrific team.

Thank you for making PCE special. ❤️

Board Focus Group Meeting

The Board Focus group was composed of Chairman Cointot, members Captain Louis Cavaliere and Ms. Tummona Fisher. They were prepared for the process by CEO Mattioni, Principal Wilson, and Asst. Principal, Hewitt. Captain Cointot was also available for the site visit on January 19, 2023. They all did an excellent job in their focus group meeting with the Charter School Office.

LOI Status for Buildings 201/202

MACS has selected Option 5. This includes the third floor of 201 and 202 and the first floor of 202. This is a usable space of 34,412 square feet as measured by our Architect Kevin Blackney. The rentable space is calculated to be 38,721sf. See the attached available space plan from Alliance HP, Arsenal Buildings 201, 202; Maritime Option 5, 1st floor 202 (9,699sf) and 3rd floor of 201 and 202 (24,713sf) for a total usable sf of 34,412 as calculated by Blackney Hayes and D2 - Rentable areas. The first floor of 202 is divided into space for offices, lounge, conference rooms, science (Stem) and music/art and the 3rd floor space for classrooms for 7th and 8th grade, cafeteria/meeting area and kitchen, maritime studies and special education. The objective is to replace the space we occupy in building 41 and 42.

Our site committee met on January 31st and included board members Mr. LaGrassa, Capt. Cavaliere, Troy Hill, Amanda Neely, Julie Berson, Pierce Keating, Laura Bischoff, Matt Wilson, Peter Saunders, Stephen Hewitt and Kimberley Bonanni. A second meeting was held at our administration meeting of February 2, and it was elected to proceed with Option 5 for security reasons since we can monitor entrances and exits better. It is also more economical. Ms. Berson will make the suggested changes to the LOI.

The MACS application to Change Location and Increase Enrollment from 820 to 902 is still pending. The Charter School has given a positive recommendation for this plan. It must be presented to the School Board of Philadelphia for approval. Our Charter Renewal and Application to Change Location and Increase Enrollment have been tied together by Peng Chao of the Charter School Office. Our Renewal Application is proceeding very well and we finished with “Meet Expectations” in all categories of the Site Visit.

Maritime Opportunities with Board Chairman, Capt. Cointot, Board Member Capt. Cook, and CEO, Eugene Mattioni

We had the opportunity to meet with seventeen cadets to discuss maritime opportunities. A PowerPoint presentation was prepared by the CEO which used the Maritime Exchange Port Directory as a guide. We will follow up with HS counselor Ms. Jackson with those interested cadets.

High School Report – Matthew Wilson

- There was a health inspection held today which resulted in three (3) recommendations but they did not count against us.
- Last month, our cadets participated in a day of service honoring MLK Day. Cadets cleaned surrounding blocks and were taught the importance of community service.
- MACHS is celebrating Black History Month. All departments and classes have planned projects and lessons that span throughout the entire month. Our Black History Month video is posted on our website. Next month we will be celebrating Women’s History Month.
- On February 2, 2023, Ms. Pellegrino took a group of cadets to tour Philadelphia Community College’s new Career & Advanced Technology Center. They learned about careers in the automotive industry, transportation industry, and the medical field. Additionally, cadets were able to tour the STEM lab which is open to students at CCP as well as the community.
- Cadets had the opportunity to tour Walnut Hill College to learn about their culinary program.
- Captain Cook, Captain Cointot, and Mr. Mattioni spoke to a group of undecided/uncommitted seniors on February 6th. They discussed the many options and incredible maritime career opportunities within our region.
- We created our yearly calendar for next school year (Board approval needed). The only date that we will have to add later is our PSAT/SAT Day (dates have not been released yet).
- Our staff professional development on February 3rd focused on Trauma Informed Practice. Teachers also utilized time to meet with their grade and department teams to review semester one grades and schedule parent meetings. Formal parent/teacher conferences were held on February 9th and 10th.
- High school cadets visited South Jersey Port Corporation. Cadets saw the entire operation at the terminal. Terminal staff taught our kids what the port does, where their cargo come from, what kind of cargo they

receive/handle, how the cargo impacts the cadets, and the types of equipment used there. Cadets were able to board and get a full tour of the ships!

- In coordination with the elementary/middle school, we began conversation and will be generating a plan to get maximum participation in the District Wide Survey that opens in March (component we get graded on that consists of surveys for cadets, parents, staff, and principals).
- Counselors Ms. Gyuriska and Ms. Jackson planned a 9th and 10th grade semi-formal dance. Cadets had a great time dancing, eating, and spending time with one another.
- Mr. Don Dryden, CEO of Dryden Diving Company, visited MACHS and spoke to our cadets on career opportunities within commercial diving field.
- We had an award ceremony to recognize our cadets that made honor roll and those who had perfect attendance for the second quarter. Candidates that are running for office within our Student Government Association campaigned and gave speeches at the assembly.

Elementary School Report – Peter Saunders

Franklintowne Video: We were informed by some of our parents that there were racist videos made by students from St. Hubert's and Franklintowne circulating on social media. Ultimately, the controversy caused both schools to shut down and to go virtual. Due to concerns about potential protests at the Arsenal and under the guidance of the Philadelphia Police Department, we were forced to postpone our scheduled report card conferences on February 9th and 10th.

Cramer Uniform Give-away: Via our school Instagram, we are offering a drawing for a free full uniform for one lucky family. The uniform is being provided by our new uniform partner, Cramer's Uniforms. Parents that go to our Instagram page can register for the drawing. The drawing will be held on February 25th. The winning family will be informed through Instagram.

Enrollment Lottery: We held our enrollment lottery today, February 15th. Parents of cadets that are accepted through the lottery will be informed in the coming weeks. This will be our second year with Kindergarten and we hope to expand our kindergarten program and add a few more seats in the 2023-2024 school year.

Battleship Competition & Lexia Usage: As mentioned in previous reports, we are participating in a schoolwide Battleship Competition. Some of our advisories are getting very close to sinking all of the ships of their competing advisory. The overarching reason that we created this challenge was to integrate Lexia, a language arts intervention into the culture of all of our classrooms. The hope is that Lexia is providing remedial support for some of our struggling readers and writers.

Classroom Diagnostic Tool (CDT): The second round of the Math CDTs was finished last week. The reading and writing tests began this week. The science test will be given to 4th and 8th grade cadets next week. As the tests are being completed, teachers can begin to do two things with the data. First, they can compare the results of the two tests to see where cadets are making the most growth. The second use of the data is to get a snapshot of where they are now and then determine where they need to focus instruction before the PSSA.

Positive Behavioral Interventions & Supports (PBIS): Our 2nd and 8th grade are now piloting our new PBIS system. Advisory teachers and specialist teachers that work in those grades have been trained on Kickboard, which is an internet based program, linked to our student information system (SIS), PowerSchool. Kickboard allows positive and negative behaviors to be tracked in real time by teachers. We can then quantify and analyze the types of behaviors we are seeing in cadets.

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

- We plan to employ students through the CLC program as tutors; we hope to recruit at least eight (8) cadets for the summer.
- As the second semester began, the average of 150+ cadets per day at the elementary school for PM programs and 65 cadets per week at the high school continues. The AM attendance at the elementary school remains consistent as well as serving all cadets arriving between 0630 and 0715, whether they are dropped off by parents or arrive early by school bus.
- Homework completion time is a key part of the success of the PM hours as cadets have a structured time and able help each day. Cadets participate in an enrichment activity and/or attend one of the other academic programs each afternoon.

- Scheduling changes are handled daily as we respond to attendance and staffing needs. All has been done capably to allow for the program to operate without interruption. We've had the opportunity to employ Maritime seniors who assist with afternoon CLC dismissals and tutoring our younger cadets. We look forward to also offering the opportunity for summer employment.
- Representatives from both cohorts are scheduled to attend the mandatory training sessions in Harrisburg on February 21, 22, and 23.

Specialized Services Report – Kim Bonanni

Total Number of Special Education Cadets = 170

Audit: As a part of the renewal process, there will be both a financial and special education audit. The special education audit will consist of a review of preselected special education files looking for signatures, compliance with timelines and date correspondence with the Charter School special education report. It is scheduled to occur on March 20-21, 2023. We will be provided with the specific student names two days prior to the audit.

Extended School Year (ESY): We plan to hold ESY from July 12-August 5, T/W/TH. However, the School District has changed the method of reporting ESY in that we are given a list of 3 dates and we must make a 1st, 2nd and 3rd choice. We selected the week of July 10 as our first choice with the other two dates as my 3rd choice. Since we completed well before the 3/31/23 deadline, we are hopeful that we will be provided transportation for the dates we selected for ESY. These are traditionally the dates we choose so parents are aware of this option.

Special Education Changes: We have exited another special education student at the high school this month. This student attended our middle school briefly, after completing time at an approved private placement. He successfully began 9th grade last year at our high school and, during his re-evaluation, it was determined that no further services were required. The parent is very pleased with this outcome. We will be adding a full-time special education class to the high school for the 2023-24 school year due to changes in student need and enrollment. This allows us to continue to program for our middle school students who are making the transition to high school and need more supports than a supplemental classroom can provide. One full-time student, who has been with us for 3 years, has demonstrated substantial growth in the mathematics CDTs. He has gained 341 points since September 2021 (when he began them) and is very close to proficient in math. As this year his behaviors have been more compliant, we began moving him to supplemental math and he is doing very well. We hope to be able to move him to supplemental next school year.

Access: We submitted and received approval for Access billing for related services to continue for another 6 years. Our contract was set to expire in Feb 2023 and has now been renewed to Feb 2029.

Comparison Report: We completed the comparison report, based on the Dec 1 Child Count, for the state. This comparison report shows changes in special education categories and placement between Dec 1, 2021 and Dec 1, 2022. Our changes were minimal with the changes being a decrease in our autistic population and an increase in more inclusive settings. These changes were a result of students exiting special education, graduation and changing demographics.

Federal Programs Report – Dr. Alex Schuh and Zoe Groff

This is a brief overview of federal programs and grant activities in February 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 the upcoming months.
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. 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. On Feb. 10, 2021-22 Title III and Title IV Performance Reports were submitted through Egrants.
 5. The 21st Century CLC Cohort 11 grant is up and running, serving grades 3 to 12. School Frontiers will be attending the 21st CLC ELO Conference in Harrisburg on Feb. 21 through Feb. 23.
 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. School Frontiers is currently working with the administration team on the Educator Effectiveness Annual Report (submission due date Feb. 28) and the K-12 Guidance Pan (submission due date March 31). Both reports are accessible through PDE's FRCPP portal.
 8. 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).
 9. 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.
 10. Throughout January and February, the administration team met weekly to discuss the Comprehensive Plan, Charter Renewal, ESSER grants, and the Charter School Annual Report.
 11. 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

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: African American History Month, Diversity and Inclusion

African American History Month

- Provided virtual resources to all teachers to use in their classrooms
- Mystery Person on the morning announcements
 - Each day, providing clues on two influential African Americans for the classes to discuss and learn about their contributions to history
 - Teachers email in classroom guesses and the mystery people are announced every Friday and advisories are awarded points for correct guesses

National School Counseling Week

- Sent out resources school wide including posters, videos, powerpoints, activities and coloring pages

Random Acts of Kindness Day

- Celebrated each year on February 17th
- Powerpoint sent out which includes class discussions, videos, information and class goals
- Resources provided to teachers and staff

Career Day

- Career day will be held on March 24th, 2023.

- This event will start at 9 AM and will end at 2 PM
- Presenters are able to choose from two hour time slots or can stay the day if they would like!

Maro for Schools

- Maro for Schools screens is a free mental health screener for cadets K - 12 that screens for depression and anxiety, detects which cadets may need additional supports, and can refer cadets to outside resources.
- Utilizing a mental health screener can catch concerns when they start and intervening early can have a positive impact on grades, retention /absenteeism, college acceptance, and discipline frequency.
- Ms. Brennan spoke with representative about more information about the program

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
 - Creating behavior charts, homework charts, emotional trackers etc,
- SAIP and PBIS meetings

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

Mental Health

- A clinician from the Uplift Center will begin a Grief Group with 10 cadets beginning April 10th. This group will be an hour each week for 6 weeks.
- Collaboration with Mr. Drain's Health Class - ACES (Adverse Childhood Experiences) and their impact on physical health
- GPHA Referrals (Greater Philadelphia Health Alliance) for more severe mental health challenges
- Crisis referrals and follow-up for students experiencing suicidal thoughts
- Exploring SEL (Social Emotional Learning) curriculum for next year

Post-Secondary

- Ms. Jackson organized a Maritime Opportunities Meeting with seniors February 6th
 - Students who plan to enter the workforce after graduation
- Trip to CCP's Automotive Program with Ms. Pellegrino for a tour of the facilities and info session
- SAT School Day for 11th Grade - March 22nd
- Students beginning to make college selections, continuing to apply for more financial aid and scholarships
- Collaboration with parents to discuss financial aid
- Accepted students day at DeSales University

Events

- 9th & 10th Grade Semi Formal took place on February 10th. Students had a nice evening.
- Valentine's Day Candy Grams were distributed by NHS members February 14th
- Parent teacher conferences Feb 9th & 10th- Collaboration with grade teams to conduct team meetings with parents for students who are struggling with either academics or social/emotional issues
- Mini Pep Rally/Send off for Basketball Playoffs

Athletic Director's Report – Kevin Schultz

Middle School:

- The Middle School Basketball program is doing well. The varsity boys program has 4 wins and 2 losses and the JV program has 1 win and 3 losses. The two Coaches, Mr. Schwiker and Mr. Drain, are great additions to our coaching team.
- Tryouts for both softball and baseball will be held in the coming weeks.
- The softball and baseball seasons start in March.

High School:

- The Boys' Varsity Basketball Program has had an unprecedented season. The team's record of 19 wins and 5 losses is an all-time best win in the program. We finished second in our conference and won a first round playoff game on our home court against Paul Robeson HS. This win also represents the first playoff game win in our program's history. In addition we were a number three seed in The Philadelphia Public League Playoffs! Unfortunately, our record breaking season ended yesterday to a buzzer beater with no seconds left on the clock. We lost 65 - 63 to Frankford HS. The boys battled hard the entire game and represented

Maritime well. A special congratulations to our head varsity coach, Ercel Ballenger who truly mentors our young men to grow as students and athletes. As Coach Ballenger often states, “It’s bigger than basketball...”

- The girls and boys softball and baseball teams will have tryouts in the coming days.
- The softball and baseball seasons start in March

Facilities Report – Gerry Malkowski

- Repair return pump in building 107;
- Preventative maintenance on house fan in Building 107;
- Repair steam leaks in attic at the high school;
- Clean attic in high school;
- Clear roof drains in buildings 107, 106, and the High school;
- Replaced HVAC filters in buildings 107, 106, 11, and the High school.

Closing Remarks – Capt. Scott Cointot

The CSO site visit went very well; everyone did a great job.

Calendar for SY 2023-2024 – A new school calendar for 2023-2024 has been revised and must be approved by the Board of Directors, posted on the school’s website, and sent to staff and parents.

Board Chairman, Capt. Scott Cointot asked for a MOTION to approve the 2023-2024 school calendar:

FIRST: Robert Vacchiano

SECOND: Nathan Hauser

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

Adjournment

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

FIRST: Mary Anne Celenza

SECOND: Michele Krajewski

All were in favor (four proxy), there were no nays, the MOTION was APPROVED unanimously; the meeting was adjourned at 6:00 pm.