ALLIANCE FOR PROGRESS CHARTER SCHOOL

BOARD OF TRUSTEES MEETING MINUTE

January 20, 2026

This meeting was held via Zoom. Notice of the meeting had been properly given, and a quorum was met. Larry Griffin, Board Chair, called the meeting to order at 6:02pm.

ATTENDEES

BOARD MEMBERS:
Mr. Larry Griffin – Board President
Dr. Valerie Allen – Board Vice President
Dr. Jayminn DeShields – Board Member
James Caldwell – Board Member
Karen Trawick – Board Secretary
Archbishop Mary Floyd – Board Member
Felicia Parker-Cox – Board Member

REGRETS:

STAFF:
Stacey Scott – CEO
Brian Cameron - Principal
Shian Stevens – Executive Assistant to CEO
Courtney Berry – Administrative Assistant/Parent LiIAON

VISITORS: Leigh Ann Kelly – OmniVest

Old Business: None

New Business: None

Public Comment: None

Approval of Minutes for November 18, 2025
Upon motion, duly moved, seconded, and carried, the Board approved the Minutes for November 18, 2025. Felicia Parker-Cox moved to approve the minutes. Karen Trawick seconded the motion.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion: Yes		
Felicia Parker Cox	Motion to Approve: Yes		
Karen Trawick	2nd Motion: Yes		
Dr. Jayminn DeShields			

Approval of Minutes for December 16, 2025
Upon motion, duly moved, seconded, and carried, the Board approved the Minutes for December 16, 2025. Felicia Parker-Cox moved to approve the minutes. Dr. Jayminn DeShields seconded the motion.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion: Yes		
Felicia Parker Cox	Motion to Approve: Yes		
Dr. Jayminn DeShields	2nd Motion: Yes		
Karen Trawick			

Financial Report - LeighAnn Kelly, OmniVest

FOR THE MONTHS OF NOVEMBER & DECEMBER 2025 ACTUAL NET INCOME $ 430,393
FOR THE MONTHS OF NOVEMBER & DECEMBER BUDGETED NET INCOME $ 284,789
BUDGET VARIANCE $ 145,604

November & December Revenues are above budget by $63k

- **Tuition from the School District of Philadelphia above budget by $2k**
  Reg. Ed. below ($123k) and SPED above budget by $125K.
- **Cheltenham Township Out of District Revenue above budget by $27k**

- **Interest Revenue above budget by $1k**
- **Food Program above budget by $15k, timing**
- **Student's filed trip collections above budget by $12k**
- **Fundraising above budget by $2k- PAB Movie night**
- **E-Rate Revenue above budget by $9k**

- **Title Revenue at budget**
- **PCCD Federal Mental Health below budget by ($5k)**

November & December Expenses are below budget by $83k

- **Personnel and benefits below budget by $154k**
- **Professional Development is above by ($17k), science curriculum PD**
- **Contracted services above budget by ($90k)**

  - Professional Education - Staffing and Algebra1 Program below budget by $7k
  - Special Ed Services above budget by ($60k) – 1-to-1 support
  - Special Ed Transport below budget by $2k
  - Approved private school tuition below budget by $1k
  - Speech Services above budget by ($8k)
  - Legal Service above budget by ($10k)- includes accrual
  - Legal Settlements above budget by ($24k)
  - Contracted Administrative Support above budget by ($6k)
  - Psychology above budget by ($2k)- Increase in evaluations
  - School Nurse below budget by $2k
  - OT/PT Services above budget by ($1k)
  - Audit Fee above budget by ($4k)
  - Payroll Services below budget by $3k
  - IT services below budget by $10k
- **Insurance below budget by $4k**

- **Education Materials above budget by ($53k), science books**

Monthly Expenses continue:

- **Supplies & Communications below budget by $17k**
    - o Advertising above budget by ($2k)
    - o Phone/Internet below budget by $9k
    - o Supplies below budget by $10k
- **Dues and Fees below budget by $3k**

- **Equipment leasing is at budget**

- **Miscellaneous program above budget by ($11k)**

    - o Field Trips and Transportation above budget by ($7k)
    - o Student Activities above budget by ($3k)
    - o Athletic Supplies above budget by ($1k)

- **Building Expenses below budget by $23k**
    - o Custodial below budget by $6k- includes December accrual
    - o Utility above budget by ($2k)
    - o Repairs & Maintenance below budget by $17k
    - o Trash Removal below budget by $2k

- **Operations & Maintenance below budget by $53k**

    - o Trailer rental below budget by $6k
    - o Building rental below budget by $46k-bond restricted bank accounts' interest earned offsets the bond interest due

Footnote:
Population in Infinite Campus as of December tuition payment

	Budget Stud's	Actual Stud's	Budget Rev	Actual Rev
Regular Education	563	509	$701,369	$634,098
Special Education	108	129	$410,157	$489,909
Total	671	638	$1,103,870	$1,124,007

YTD as of DECEMBER 31, 2025 ACTUAL NET INCOME	**$ 545,829**
YTD as of DECEMBER 31, 2025 BUDGETED NET INCOME	**$ 610,348**
BUDGET VARIANCE	**($ 64,519)**

YTD Revenues are below budget by ($124k)

- Tuition from the School District of Philadelphia below budget by ($188k)
Reg. Ed. below ($416k) and SPED above budget by $228k.
- Cheltenham Township Out of District Revenue above budget by $27k
- Interest Revenue above budget by $1k
- Food Program above budget by $1k
- Student's filed trip collections above budget by $12k
- Fundraising above budget by $2k- PAB Movie night
- E-Rate Revenue above budget by $9k
- Elevate 215 above budget by $2k
- Title Revenue at budget
- PCCD School Safety above budget by $8k, funds Contracted Security Guard
- PCCD Federal Mental Health is above budget by $2k, partially funds Counselor Position personnel costs and Character Strong curriculum.
YTD Expenses above budget by ($59k)

- Personnel and benefits below budget by $510k
- Professional Development is above by ($26k), science curriculum PD
- Contracted services above budget by ($496k)
- o Professional Education - Staffing and Algebra1 Program below budget by $15k
- o Special Ed Services above budget by ($137k) – 1-to-1 support
- o Special Ed Transport below budget by $2k
- o Approved private school tuition above budget by ($69k)
- o Speech Services above budget by ($65k)
- o Legal Service above budget by ($18k)
- o Legal Settlements above budget by ($149k)
- o Contracted Administrative Support above budget by ($31k)
- o Psychology above budget by ($9k)
- o School Nurse below budget by $2k
- o OT/PT Services above budget by ($15k)
- o Audit Fee above budget by ($4k)
- o Payroll Services below budget by $3k
- o IT services above budget by ($21k)

YTD Expenses continued

- Insurance is below budget by $8k

- Education Materials above budget by ($54k), science books

- Supplies & Communications below budget by $26K

- o Interest below budget by $1k
- o Advertising above budget by ($15k)
- o Admin Software below budget by $4k
- o Phone/Internet below budget by $17k
- o Supplies below budget by $19k

- Dues and Fees above budget by ($2k), Elevate 215 membership and PDE Emergency Certifications

- Equipment leasing at budget

- Miscellaneous program above budget by ($49k)

- o Field Trips including Transportation above budget by ($35k)
- o Staff Meals & Incentives below budget by $5k
- o Fundraiser Expenses above budget by ($3k)- Scholastic Book Fair
- o Athletic Uniforms above budget by ($17k)
- o Community supplies below budget by $1k

- Building Expenses below budget by $52k

- o Custodial below budget by $32k, accruals
- o Utilities below budget by $7k
- o Repairs & Maintenance below budget by $26k
- o Trash Removal below budget by $3K
- o Security Services above budget by ($15k), offset by PCCD Revenue
- o Building Supplies above budget by ($1k)

- Operations & Maintenance below budget by $90k

- o Trailer Rental above budget by ($4k) – moving services
- o Building Rent Expense below budget by $95k, annual recognition of interestrevenue from restricted bond accounts
- o Land Purchase Closing costs above budget by ($1k)

As of December 31 Metrics

Current Ratio	
Current Assets/Current Liabilities	
Current Assets	$ 3,625,052
Current Liabilities	$ 984,670
Current Ratio	**3.68**
Charter School Office's Standard Rate is 1.1	
Cash on Hand	
Total Cash/Average Daily Cost	
Total YTD Expenses	$ 6,272,857
Less Depreciation	$ 67,500
Average Cost Per Day	$ 33,725
Total Cash (including CD)	$ 3,143,613
Cash on Hand	**93.21**
Charter School Office's Standard is 45 days cash on hand	
Bond Covenant 30 days cash on hand **PASS**	
Debt Ratio	
Total Liabilities/Total Assets	
Does not include PSERS Adj	
Assets	$ 6,827,387
Liabilities	$ 1,610,217
Debt Ratio	**0.24**
Charter School Office's Standard is less than .85 **PASS**	
Total Margin	
Net Income/Revenue	
YTD	
Net Income	$ 545,829
Revenue	$ 6,818,686
Total Margin	**8.00%**
Charter School Office's Standard is 0%	
Significantly below standard is -10%	

Approval of the Financial Reports for the months of November & December 2025 Actual Net Income and November and December's Budgeted Net Income Budget Variance

Upon motion, duly moved, seconded, and carried, the Board approved the Financial Report as of November and December 2025. Dr. Valerie Dorsey Allen moved to approve the Financial Report. Dr. Jayminn DeShields seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion: Yes	Karen Trawick	Yes
Felcia Parker-Cox	Motion to Approve: Yes	James Caldwell	Yes
Dr. Jayminn DeShields	2nd Motion: Yes	Dr. Valerie Allen	Yes
Archbishop Mary Floyd	Yes		

Principal Report Brian Camerson

- **Saturday PSSA Push**
  All the teaching staff have had their mid-year formal. The evaluations go towards our teaching performance metrics and ultimately our decision as a school on reflection of teachers. We also started a Saturday PSSA push. The first Saturday session was held this week. We identified some students that needed a little bit of a push in terms of getting ready for the PSSA.
- **Kinder and Eight Grade Graduation/Activities**
  Kindergarten graduation will be held at the school this year on June 11, 2026. The eight-grade prom will take place on May 14th which is held at the school either on the 4th floor or the cafeteria and it is catered. The eight-grade graduation will be on June 10th which is a Wednesday, from 10am until 12 noon located at the Guinness Building.
- **Award Ceremonies**
  A big shout out to Shian Stevens and Courtney Berry who organized the events. It was broken into two segments because of the overwhelming turnout of parents. We started off with the K-3 ceremony. The older student arrived later. All of the students that were nominated for awards received their awards, recognition, and a metal. The awards were perfect attendance, ELA, math, citizenship and teacher choice Awards.

- Felicia Parker-Cox asked the Board if they were willing to take a day to show appreciation to the staff with a gift to let them know, “we appreciate the work that they are doing,” “we see you,” and “we value you.” She also showed samples of various gifts that could be considered. If we are looking at retention, it may be a good idea to do little things like this as a thank you. The Board felt it is a good idea, and will look further into this.

- **Parent Liaison** – Courtney Berry
  Ms. Berry Introduced herself with her new title to the Board. Ms. Berry was hired as an Administrative Assistant and is currently serving in her new position as Parent Liaison. She is extremely excited about the upcoming events planned for this year. She and the Parent Advisory Board are striving to get more parent engagement within this school year. It was an eye-opener at the awards ceremony to see the parents come together to support the students. It has been a long time since we have seen the amount of parents come to a school event, and we want to keep this momentum going. Financially, the Parent Advisory Board has $7,000 to use towards events. We have Family Fitness Night, Dad and Donuts, Muffins with Moms, Painting with a “non-twist.” We have a lot of events we are calling for all parents and staff to support. One of our goals is to double our numbers in membership for the Parent Advisory Board. The event calendar will be sent to the Board.

CEO Report – Shian Stevens

- **Enrollment** – Currently we are at 655 students, with two starting this week. There are 3 students returning that withdrew because they were moving out of state, however, their plans changed, and they will be returning to Alliance. By the end of the week that number will be 657.
- **Staffing** – There are three open positions. Two Building Subs and one EXL Paraprofessional. We are 98% fully staffed.

<u>Trust Account</u> – There are a few of our EXL students that had Trust Accounts early on that now probably high school students or close to graduating, therefore, some of that money is coming back to us that was not spent. This one student, we are receiving $8600.00 back from that trust account.

<u>Executive Session</u>

- No Session held

The next Board Meeting is scheduled for Tuesday, March 17, 2026 @ 6:00pm

Meeting adjourned at 7:05pm.

Respectfully Submitted
Crystal A. Sharper MHS, ASB