

SECTION III  
DESCRIPTION OF FOUNDING/MANAGEMENT TEAM

1. Profile of Founding Coalition

A. Describe the make-up of the founding body

The founding body of the Archie Preparatory Academy Charter School is comprised of the Board of Directors of Archie Redevelopment Strategies and will act as the founding and governing body of the Archie Preparatory Academy Charter School.

The founding body includes a seven member group of individuals who embody more than 100 years of experience in the fields of education and health and human services. The group includes a local entrepreneur in the field of education, a municipal government employee, a former Assistant Superintendent and executive director of a local non-profit corporation, a professional in the field of health and human service, a middle level and alternative education counselor, an education based human resource administrator, and an education consultant who's research focus is urban education.

B. Formulation of founding group

The founding group/Board of Directors came together from a common concern for the students and families of the city of Harrisburg as well as from informal discussions on the implications of school reform within a scholarly context.

C. Further recruitment of founders or organizers

At this time, there is no intention or formal plans for the recruitment of additional founders or organizers of the school.

#### D. Community group involvement

All Archie Preparatory Academy Charter School Board of Directors meetings will be made publicly accessible. As an aspect of Pennsylvania Sunshine Law Act 65 Pa. C.S.A. § 710.1., an open public participation forum will be provided to allow for public comment, inquiry, and exchange of information.

Public presentation of plans, designs, and proposals by the community, or any individual or organization representing the community, is limited to the submission of scholarly documents based on academic or scientific research and documented educational theory, methodology, and practice.

Participation by all aspects of the community will be welcomed by the Archie Preparatory Academy Charter School. Understanding that business, civic organization, and agency support for the Archie Preparatory Academy Charter School assuredly strengthens the Archie Preparatory Academy Charter School organization, the Archie Preparatory Academy Charter School is set to utilize the founding members' accessibility to assist in fostering a comprehensive network of sustainable support systems and programmatic initiatives through vigorous community-wide outreach.

## 2. Governance

### A. Describe the proposed management organization of the school

The Archie Preparatory Academy Charter School, operating under a larger 501(c)(3) non profit corporation structure has and will continue to rely solely on the founding Board of Directors of Archie Redevelopment Strategies as the governing body.

B. Board selection

The Board of Directors of Archie Redevelopment Strategies and the Archie Preparatory Academy Charter School were selected through the use of a character matrix as a means to identify the persons best suited to perform the duties and fulfill the responsibilities, mission, and vision of the organization.

C. Maintaining continuity between the founding coalition and the Board of Trustees.

Because the founding coalition is synonymous with the founding Board of Directors of the Archie Preparatory Academy Charter School, the continuity is a moot issue.

D. Describe the roles and responsibilities of the Board.

The Board of Directors shall ensure fulfillment of the Archie Preparatory Academy Charter School mission. The Board of Directors shall watch over the assets of the school as well as uphold the reputation and maintain a positive public image. The Board of Directors will further ensure the Archie Preparatory Academy Charter School has secured adequate funding sources, that revenue is directed towards community service, and maintains legal compliance to the Public School Code and PA Charter School Law. The Board of Directors will also serve in a fiduciary capacity to the Archie Preparatory Academy Charter School which will, in turn, ensure policy and associated protocol, and resultant operations are upheld through authentic engagement and veracious integrity.

The Archie Preparatory Academy Charter School Board of Directors will not be involved in the daily operations of the Archie Preparatory Academy Charter School. No voting Archie

Preparatory Academy Charter School Director will perform any administrative responsibility or command the services of any school employee. Further, all Archie Preparatory Academy Charter School Directors will comply with the provisions decreed through the Public Official and Employee Ethics Act, 65 P.S. § 1103-1113 by filing Statements of Financial Interest & Code of Conduct no later than May 1 of the current year.

The Archie Preparatory Academy Charter School Board of Directors shall have the authority for the management of business, property, and affairs of the Archie Preparatory Academy Charter School and do legal actions as it deems proper to promote the goals of the Archie Preparatory Academy Charter School. The Archie Preparatory Academy Charter School Board of Directors shall be responsible for the governance and policy of the Archie Preparatory Academy Charter School, including hiring and evaluation of the Archie Preparatory Academy Charter School administration, leaving day-to-day operations to the Archie Preparatory Academy Charter School administration and professional staff. The Archie Preparatory Academy Charter School Board of Directors shall have the authority to decide such matters related to the overall operations and functionality of the school including the annual budget, curriculum, facilities, and operating procedures as stated through the Archie Preparatory Academy charter.

The Archie Preparatory Academy Charter School Board of Directors will:

- Fulfill the mission.
- Adopt an annual budget
- Determine the long term vision.
- Establish working committees to research and recommend action to the full board for discussion and action.
- Plan and review implementation.
- Evaluate administration.
- Ensure financial stability and sustainability.
- Manage resources.
- Promote the Archie Preparatory Academy Charter School through community partnerships.
- Promote and secure a safe and developmentally appropriate learning environment.
- Ensure a safe work environment for the Archie Preparatory Academy Charter School staff.

The Board of Directors shall act in an open and transparent manner to ensure:

Adequate notice of all meetings as required by the Pennsylvania Sunshine Law Act 65 Pa. C.S.A. § 701 and §709 Public Notice by:

- Notifying parents and staff through telephonic, documented, or electronic communication.
- Publicizing the meeting schedule on the school calendar.
- Publicizing the meeting schedule on the APACS website.

Pursuant to the Pennsylvania Sunshine Law Act 65 Pa. C.S.A. § 706, intelligible board minutes will be documented by:

- The board secretary who will ensure the minutes will include:

(1) The date, time and place of the meeting.

(2) The names of members present.

(3) The substance of all official actions and a record by individual member of the roll call votes taken.

(4) The names of all citizens who appeared officially and the subject of their testimony.

- Audio and Video recording of board meetings

Pursuant to the Pennsylvania Sunshine Law Act 65 Pa. C.S.A. § 710.1. Public participation, an open public forum will be recognized through:

- The allocation of time for public comment during meetings
- Response to request for information
- Compliance with federal and state “Right to Know” laws
- Accessibility to all APACS school matters

E. What steps will be taken to facilitate a productive relationship between administrators and teachers?

A productive relationship between administrators and faculty members will be observed for potential through the interview process and established early in the employment of the faculty member. The mission of the Archie Preparatory Academy Charter School entails relationship building as a primary component to sustainability for the school and the academic and social success of the student. Therefore, the necessity for hefty and productively professional relationships between all employees cannot be discounted.

The administration will arduously work to observe, critique, and provide feedback to the faculty in such a way as to inspire continuous learning and experience as well as remedy any recognizable deficiencies or problems arising from formal or informal observations, evaluations,

verbal communication, electronic communication, or surveys through improvement plans and additional professional development.

The administration will establish an ethically professional culture embracing the four ethical paradigms of leadership (Shapiro, 2008; Shapiro, 2005) where the ethics of professionalism, critique, justice, and care are set at the forefront of decision making and relationship building.

#### F. Parental and student involvement in decision-making matters where appropriate.

The rise of the charter school movement has been seen as an opportunity for urban parents to play a more central role in the education of their children. As a condition of enrollment, parents will be obligated to participate in various school wide programs, activities, and public meetings and forums.

The Archie Preparatory Academy Charter School will utilize Epstein's typology of school, family, and community partnerships and typology of charter school parent involvement as a means to design and implement a robust parent involvement program. Additionally, aspects of Title I reporting utilize Epstein's framework thus validating the use of such an instrument for structure, programmatic implementation, and mandated reporting.

[insert table 2]

#### G. By laws

[insert Appendix C]

#### H. Board members' names, addresses, phone numbers and resumes

[insert Appendix D]