

Independence Charter School - West
Board of Trustees Meeting
April 6, 2017
7:00 PM
5600 Chester Avenue
Philadelphia, PA 19143

MINUTES

Section I: Call to Order

Opening Colloquy:

This Board of Trustees meeting of Independence Charter School - West is hereby called to Order. The time is 6:45 PM. My name is Gloria Shabazz. I am the President of the Board of Trustees and I will facilitate this meeting.

This is a public meeting of the Board of Trustees of Independence Charter School – West that was properly advertised pursuant to the Pennsylvania Sunshine Act.

At this time, I will ask that Roll Call be taken.

A. Roll Call by Daniel Saidel, Esq.:

Gloria Shabazz – President	("GS")
Pedro Rodriguez – Treasurer	("PR")
Rachel Keene, Esq. – Secretary	("RK")
Dyana Reid	("DR")
Jere Paolini	("JP")
Tyesha Miley, Esq.	("TM")
Tarae Terry – Vice President	("TT")

Board Members Present:
Gloria Shabazz – President
Rachel Keene, Esq. – Secretary
Dyana Reid
Jere Paolini
Tyesha Miley, Esq.
Tarae Terry – Vice President

By Invitation: Non-Board Members:
Daniel Saidel, Esq.
David Hussey, Esq.
Gerald Santilli — Santilli & Thomson
Michael Danyo — Santilli & Thomson
Julio Núñez — CEO of Independence
Charter School - West
Tracey Hill

Board Members Absent:
Pedro Rodriguez – Treasurer

B. Approval of Agenda

Motion
TT
Second
TM
Vote:
[x] pass
[] fail

R17040601 Approval of the Agenda

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the **April 6, 2017** Agenda.

C. Approval of Minutes

Motion
DR
Second
JP
Vote:
[x] pass
[] fail

R17040602 Approval of the March 2, 2017 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **March 2, 2017** Board of Trustees of Independence Charter School – West meeting.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Reviewed the March 2, 2017 Board meeting minutes</i>
<i>T. Miley</i>	<i>Announced her abstention from voting on Resolution R17040602 due to her absence from the March 2, 2017 Board meeting</i>

D. Community Comment

Community Comment Colloquy (General Counsel)

Good Evening, my name is Daniel H. Saidel. I serve as General Counsel to the Independence Charter School - West Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees. Any documents or communications that you might supplement your comment with should be submitted to me. I will keep the time and notify the board when three minutes have elapsed.

This Board may choose not to comment, question or respond in any way to your public comment. I will begin the time now.

Who	What
<i>Maurice Tolliver</i>	<i>Introduced himself as a parent of a student and discussed with the Board the formation of a PTA, including the appointment of officers. Mr. Tolliver was appointed Board liaison of the PTA and looks forward to facilitating communications between the PTA and the Board.</i>

E. Executive Session Disclosure

Gloria Shabazz — I'd like to state, for purposes of the Minutes of this meeting that the Board of Trustees did not meet in Executive Session prior to this meeting.

Section II: New Business

A. CEO Report

J. Nuñez presented the written Monthly CEO Report, a copy of which is incorporated by reference herein, highlighting:

- + Hiring for the 2017-2018 school year: interviews will begin during the week of April 18, and the school leadership team is confident that the school will be fully staffed for the upcoming school year;*
- + Springboard Summer Program: Mr. Nuñez reported upon the process through which the school will identify students to target for inclusion in the Springboard Summer Program;*
- + School Improvement Team: Mr. Nuñez reported that the purpose of the School Improvement Team is to engage staff members and solicit ideas for improvement of instruction, and that the School Improvement Team will meet for a two hour working session in April; and*
- + PSSA Testing.*

Jonathan Dinkins, Instructional Coach, reported to the Board upon Academic Progress and Monitoring, highlighting:

- + Data analysis goals: utilization of data to inform, adapt, and execute instruction;*
- + Methods of data analysis and review by the School Leadership Team and instructional team;*
- + Overview of current data and student growth;*
- + Targeting strategies for students requiring intensive levels of intervention;*
- + Development of an academic action plan;*
- + Progress monitoring; and*
- + Development of a PSSA action plan.*

J. Paolini, J. Dinkins, and J. Nuñez discussed methods through which the School Leadership Team is able to disaggregate student data and assess specific skills and processes. G. Shabazz encouraged J. Dinkins to meet with the PTA to discuss and review student data.

G. Shabazz and J. Nuñez discussed efforts to solicit feedback from staff members following upcoming School Improvement Team sessions.

B. Updates — None

C. Finance

M. Danyo presented the written financial report, a copy of which is incorporated herein, highlighting:

- + Disbursements in excess of \$10,000;*
- + Payments to Independence Charter School for services provided during the 2015-2016 school year; and*
- + The status of remaining grant funding from the Philadelphia Schools Partnership.*

Motion
JP
Second
TT
Vote:
[x] pass
[] fail

R17040603 Acceptance of the Financial Report of the Business Controller

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby reviews and accepts the Financial Report of the Business Controller for February 2017 and hereby incorporates into these minutes by reference the financial statements and the documents presented by the Business Controller to the Board; and

FURTHER RESOLVED, the Board of Trustees of Independence Charter School - West ratifies disbursements for February 2017 in the amount of **\$230,211.94** as presented by the Business Controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>M. Danyo; Board</i>	<i>Reviewed the Financial Report of the Business Controller for February 2017</i>

D. Contracts

Motion
TT
Second
JP
Vote:
[x] pass
[] fail

R17040604 Vetri Community Partnership

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby approves the Vetri Community Partnership Eatiquette 360 program partnership, as presented;

FURTHER RESOLVED, the CEO/Principal is authorized and directed to negotiate the terms and conditions of the partnership agreement, contract, and any document or delegate any task necessary to effect this resolution in consultation with the Business Controller and Legal Counsel; and

FURTHER RESOLVED, any officer of this Board is directed and authorized to execute the partnership agreement, contract, and any other document necessary to effect this resolution in consultation with the Business Controller and Legal Counsel.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>J. Nuñez; Board</i>	<i>Reviewed and discussed the proposed Vetri Community Partnership program, including its anticipated impact on the school community and plans to promote student participation in the program</i>

E. Board of Trustees

Motion
JP
Second
TM
Vote:

R17040605 Recognition of Tarae Terry as a Founder

RESOLVED, that the Board of Trustees of Independence Charter School -

pass
 fail

West hereby recognizes Tarae Terry as a Founder who has actively participated in the development of Independence Charter School - West.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>G. Shabazz</i>	<i>Reviewed with the Board the policy, process, and criteria for recognition of founders</i>

F. Committee Reports

1. Finance — *G. Shabazz reported that the Finance Committee met on March 31, 2017. Present during the meeting were G. Shabazz, M. Danyo, G. Santilli, T. Terry, and T. Scheid. The committee reviewed the latest financial report and discussed budgeting plans for the 2017-2018 school year.*
2. Community Relations — *D. Reid reported that the Community Relations Committee met on April 5, 2017. Present during the meeting were D. Reid and J. Paolini. The committee discussed the enrollment lottery process and the PTA, including efforts to promote collaboration between the PTA and the Board.*
3. Governance — No report.
4. Human Resources — *T. Terry reported that the Human Resources Committee met on March 21, 2017. Present during the meeting were T. Miley, G. Shabazz, T. Terry, and J. Nuñez. The committee discussed the upcoming hiring process as well as employee relations.*

Section III: Discussion and Announcements

G. Shabazz announced that the Board is appreciative of the staff and is proud to see the school continue to develop and grow.

ADJOURNMENT @ 7:57 PM

MOTION
TT
SECOND
TM
VOTE:
 PASS
 FAIL