

**Independence Charter School - West**  
**Board of Trustees Meeting**  
**April 5, 2018**  
**5:30 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 5:37 PM. My name is Tarae Terry. I am the Vice 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 David Hussey, 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")
Maurice Tolliver	("MT")

Board Members Present:

Gloria Shabazz  
Rachel Keene, Esq.  
Dyana Reid  
Jere Paolini  
Tyesha Miley, Esq.  
Tarae Terry – Vice President  
Maurice Tolliver

By Invitation: Non-Board Members:

Julio Núñez — CEO of Independence  
Charter School - West  
David Hussey, Esq.  
Michael Danyo — Santilli & Thomson  
Cody Smith

Board Members Absent:  
Pedro Rodriguez

## B. Approval of Agenda

Motion  
DR  
Second  
JP  
Vote:  
 pass  
 fail

R18040501 Approval of the Agenda

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the **April 5, 2018** Agenda.

## C. Approval of Minutes

Motion  
JP  
Second  
DR  
Vote:  
 pass  
 fail

R18040502 Approval of the March 13, 2018 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **March 13, 2018** Board of Trustees of Independence Charter School – West meeting.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	Reviewed the March 13, 2018 meeting minutes

## D. Community Comment

*Community Comment Colloquy (General Counsel)*

Good Evening, my name is David Hussey. 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
None	None

## Section II: New Business

### A. CEO Report

*J. Nuñez presented the monthly CEO report, highlighting:*

*+ Enrollment, special education, and attendance data;*

- + *Facilities update, including renovation of the school facilities, development of the playground, completion of staff lounge and additional classrooms, installation of windows, and upcoming demolition and construction projects during the summer;*
- + *Spring Book fair event, Health & Wellness Week, and upcoming events; and*
- + *Hiring and recruitment, including an upcoming staff recruitment open house event.*

B. Finance

a. Financial Report

*M. Danyo presented the written monthly report of the business controller, a copy of which is incorporated by reference herein, highlighting:*

- + *Variances for utilities and rent costs;*
- + *Expenditures in excess of \$10,000; and*
- + *Allocation of grant funds.*

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

R18040503 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 2018 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 2018 in the amount of \$216,790.96 as presented by the Business Controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board; M. Danyo</i>	<i>Reviewed the report of the business controller</i>

b. 2018-19 SY Budget

*M. Danyo presented and reviewed with the Board the proposed 2018-19 budget, highlighting:*

- + *Changes from the preliminary draft budget which was presented to the Board in March;*
- + *Scheduled increases to building rent;*
- + *Projected increases to student enrollment, special education enrollment, staffing, and professional services; and*
- + *Variances from the 2017-18 budget.*

Motion  
JP  
Second  
DR  
Vote:

R18040504 Approval of the 2018-19 Budget

pass  
 fail

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby approves the 2018-19 budget, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board; M. Danyo</i>	<i>Reviewed the 2018-19 budget</i>

**By Roll Call Vote:**

Gloria Shabazz — *aye*  
Pedro Rodriguez — *absent*  
Rachel Keene, Esq. — *aye*  
Dyana Reid — *aye*  
Jere Paolini — *aye*  
Tyesha Miley, Esq. — *aye*  
Tarae Terry — *aye*  
Maurice Tolliver — *absent*

C. Personnel

Motion  
DR  
Second  
JP  
Vote:  
 pass  
 fail

R18040505 2018-19 Staffing

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby authorizes and directs the Human Resources Committee to extend contract offers to proposed staff for the 2018-19 school year;

FURTHER RESOLVED, that all contract offers contemplated hereby are subject to approval from the Board of Trustees.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Reviewed the proposed authorization to the human resources committee, which is subject to board approval</i>

D. Committee Reports

1. Finance — *G. Shabazz reported that the finance committee met on March 23 in order to prepare and review the draft budget. Present during the meeting were G. Shabazz, P. Rodriguez, J. Nuñez, T. Terry, and M. Danyo.*
2. Facilities — *None*
3. Community Relations — *D. Reid reported that the community relations committee met on April 5. Present during the meeting were M. Tolliver, J. Paolini, and D. Reid. The committee reviewed and discussed efforts to collaborate with the PTA and community organizations.*
4. Human Resources — *None*

D. Executive Session Disclosure

*Upon Motion by D. Reid, Seconded by J. Paolini, the Board voted to enter into Executive Session at 6:10 pm to discuss matters involving the employment, terms and conditions of employment, and evaluation of performance of one or more employee.*

*M. Tolliver and P. Rodriguez entered the meeting at approximately 6:15 pm.*

*Upon Motion by P. Rodriguez, Seconded by R. Keene, the Board voted to adjourn from Executive Session at 8:45 pm.*

Motion  
TT  
Second  
DR  
Vote:  
 pass  
 fail

R18040506 Employment Agreement: Julio Nuñez

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby authorizes the Board President to negotiate an employment agreement with Julio Nuñez, Founding Principal/CEO, in consultation with the Board of Trustees.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>General Discussion</i>

### Section III: Discussion and Announcements

## **ADJOURNMENT @ 8:55 PM**

MOTION  
RK  
SECOND  
TT  
VOTE:  
 PASS  
 FAIL