

**Independence Charter School - West**  
**Board of Trustees Meeting**  
**September 6, 2018**  
**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 7:06 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 David Hussey, Esq.:

Gloria Shabazz – President and Treasurer	("GS")
Pedro Rodriguez	("PR")
Dyana Reid	("DR")
Jere Paolini	("JP")
Tyesha Miley, Esq.	("TM")
Tarae Terry – Vice President	("TT")
Maurice Tolliver	("MT")

Board Members Present:

Gloria Shabazz – President and Treasurer  
Pedro Rodriguez  
Dyana Reid  
Jere Paolini  
Tyesha Miley, Esq.  
Tarae Terry – Vice President

By Invitation: Non-Board Members:

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

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Board Members Absent:

Maurice Tolliver

B. Approval of Agenda

Motion  
 TM  
 Second  
 PR  
 Vote:  
 pass  
 fail

R18090601 Approval of the Agenda

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the **September 6, 2018** Agenda.

C. Approval of Minutes

Motion  
 PR  
 Second  
 TT  
 Vote:  
 pass  
 fail

R18090602 Approval of the August 9, 2018 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **August 9, 2018** meeting of the Board of Trustees of Independence Charter School – West.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>D. Reid; T. Terry</i>	<i>Abstained from voting upon Resolution R18090602 due to their absence from the August 9, 2018 meeting</i>

Motion  
 TT  
 Second  
 DR  
 Vote:  
 pass  
 fail

R18090603 Approval of the August 14, 2018 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **August 14, 2018** meeting of the Board of Trustees of Independence Charter School – West.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>P. Rodriguez; J. Paolini</i>	<i>Abstained from voting upon Resolution R18090602 due to their absence from the August 9, 2018 meeting</i>

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.

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

E. Executive Session Disclosure

*I'd like to state, for purposes of the Minutes of this meeting that, during the course of this meeting, the Board of Trustees will meet in Executive Session for the following purposes under 65 P.S. § 708:*

(x) Purchase or Lease of Real Property. To consider the purchase or lease of real property up to the time an option to purchase or lease the real property is obtained or up to the time an agreement to purchase or lease such property is obtained if the agreement is obtained directly without an option.

Section II: New Business

A. CEO Report

*J. Nuñez presented the written monthly report of the CEO, a copy of which is incorporated by reference herein, highlighting:*

- + Enrollment and special education population;*
- + In-service and active-shooter training;*
- + New student registration and orientation;*
- + First week of school;*
- + Facilities update;*
- + Hiring;*
- + 21<sup>st</sup> Century Afterschool Program;*
- + Title I program monitoring; and*
- + Important upcoming events.*

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:*

- + Expenditures have been slightly under budget; and*
- + Reviewed the upcoming reconciliation of per pupil funding based upon actual student enrollment numbers.*

Motion PR Second DR Vote: [x] pass [ ] fail	R18090604 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 July 2018 and hereby incorporates into these minutes by reference the financial statements and the documents presented by the Business Controller to the Board; and
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FURTHER RESOLVED, the Board of Trustees of Independence Charter School - West ratifies disbursements for July 2018 in the amount of \$198,355.06 as presented by the Business Controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board; M. Danyo	Reviewed the report of the business controller

C. Personnel

*Upon Motion by T. Miley, Seconded by T. Terry, the Board voted to amend Resolution R18090605.*

Motion  
PR  
Second  
DR  
Vote:  
 pass  
 fail

R18090605 Human Resources Changes

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby accepts the human resources changes, modifications and additions as presented.

<u>New Hires</u>	<u>Position</u>	<u>Start Date</u>
Aaron Smith	Math Specialist/Coach (10-month)	8/21/18
Erica Rankin	Classroom Assistant (10-month)	8/20/18
Teyonna Pridgenn	Classroom Assistant (10-month)	9/4/18
Ivana Fairweather	21st Century Instructor (10-month)	9/10/18
Pablo Cardenas	21st Century Instructor (10-month)	9/10/18
<u>Termination / Resignation</u>	<u>Position</u>	<u>Effective Date</u>
Hadia Thompson	Classroom Assistant	9/7/18

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
J. Nuñez; Board	Reviewed and discussed the experience and qualifications of the proposed new hire candidates

#### D. Committee Reports

1. Finance — *G. Shabazz reported that the finance committee met on August 24, 2018. Present during the meeting were G. Shabazz, M. Danyo, and J. Nuñez. The committee reviewed financials and the salary grid.*
2. Facilities — *G. Shabazz reported upon a meeting on August 28, 2018 with the architect and R. Andrawos to discuss plans to develop the facilities. M. Danyo and the Board discussed and reviewed the process for potential bond financing and facilities development.*
3. Community Relations — *D. Reid reported that the community relations committee met on September 5, 2018. Present during the meeting were D. Reid, M. Tolliver, and J. Paolini. The committee reviewed the development of a partnership program with Y-Achievers which will serve in conjunction with the 21<sup>st</sup> Century Afterschool program. The committee also discussed Back-to-School Night.*
4. Human Resources — *None*

*Upon Motion by T. Miley, Seconded by P. Rodriguez, the Board voted to enter into executive session at 8:11 pm to discuss matters pertaining to the purchase or lease of real property.*

*Upon Motion by P. Rodriguez, Seconded by T. Miley, the Board voted to adjourn from executive session at 8:40 pm.*

Section III: Discussion and Announcements — None

## ADJOURNMENT @ 8:41 PM

MOTION  
TT  
SECOND  
TM  
VOTE:  
[X] PASS  
[ ] FAIL