

Independence Charter School - West
Board of Trustees Meeting
November 1, 2018
6:00 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 6:03 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 – Secretary | ("DR") |
| Jere Paolini | ("JP") |
| Tyesha Miley, Esq. | ("TM") |
| Tarae Terry – Vice President | ("TT") |
| Maurice Tolliver | ("MT") |

Board Members Present:

Gloria Shabazz
Pedro Rodriguez
Dyana Reid
Jere Paolini
Tarae Terry

By Invitation: Non-Board Members:

Julio Núñez — CEO of Independence
Charter School - West
David Hussey, Esq.
Michael Danyo — Santilli & Thomson
Neil Peters
Jesus Urdiales
Anthony Yoder

Board Members Absent:
Tyasha Miley, Esq.
Maurice Tolliver

B. Approval of Agenda

Motion
DR
Second
TT
Vote:
 pass
 fail

R18110101 Approval of the Agenda

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the **November 1, 2018** Agenda.

C. Approval of Minutes

Motion
TT
Second
JP
Vote:
 pass
 fail

R18110102 Approval of the October 4, 2018 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **October 4, 2018** meeting of the Board of Trustees of Independence Charter School – West.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|--------------|---|
| <i>Board</i> | <i>Reviewed the October 4, 2018 minutes</i> |

Motion
DR
Second
JP
Vote:
 pass
 fail

R18110103 Approval of the October 22, 2018 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **October 22, 2018** meeting of the Board of Trustees of Independence Charter School – West.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|-------------------|---|
| <i>Board</i> | <i>Reviewed the October 22, 2018 minutes</i> |
| <i>J. Paolini</i> | <i>Abstained from voting upon Resolution R18110103 due to his absence from the October 22 meeting</i> |

E. 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>Non</i> |

F. Executive Session Disclosure

Gloria Shabazz — *I would 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 monthly written report of the CEO, a copy of which was distributed in advance and is incorporated by reference herein, highlighting:

- + Student demographics and enrollment;*
- + Special education program and the student success team RtII program;*
- + Comprehensive plan for 2019-22, including review of the ICSW curriculum and instruction;*
- + ICSW's partnership with Jounce to expand teacher skill and knowledge for effective curriculum implementation;*
- + Bullying prevention month program;*
- + 2019-20 school year application process;*
- + Charter renewal process*
- + Staffing vacancies*
- + Facilities updates; and*
- + October and November events*

B. Finance

M. Danyo presented the written monthly financial report of the business controller, a copy of which was distributed in advance and incorporated herein, highlighting:

- + The current School District monthly subsidy is based upon only 450 students;*
- + Carryover of federal entitlements from the 2017-18 fiscal year;*
- + Expenses currently over budget; and*
- + Recruitment of an audit committee.*

a. Financial Report

Motion | R18110104 Acceptance of the Financial Report of the Business Controller

TT
 Second
 DR
 Vote:
 pass
 fail

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby reviews and accepts the Financial Report of the Business Controller for September 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 September 2018 in the amount of **\$206,438.86** as presented by the Business Controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

C. Human Resources

Motion
 TT
 Second
 JP
 Vote:
 pass
 fail

R18110105 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> |
|------------------|---------------------|-------------------|
| Neil Peters | Executive Assistant | 10/15/18 |
| Alisa Threatt | Classroom Assistant | 10/29/18 |
| Rickale Jackson | Classroom Assistant | 10/19/18 |

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|------------------------|--|
| <i>Board; J. Nuñez</i> | <i>Reviewed the qualifications of the proposed new hires</i> |

D. Contracts

Motion
 GS
 Second
 TT
 Vote:

R18110106 Educational Services Agreement re: Student NJ

pass
 fail

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the confidential Educational Services Agreement re: Student NJ, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|-----------------|---|
| Board; J. Nuñez | Reviewed and discussed Resolution R18110106 during executive session on October 4, 2018 |

D. Appointment of Trustee

Motion
TT
Second
DR
Vote:
 pass
 fail

R18110107 Installation of Anthony Yoder as a Trustee of Independence Charter School - West

RESOLVED, that Anthony Yoder is hereby installed as a Trustee of Independence Charter School - West in accordance with the bylaws thereof; and

FURTHER RESOLVED, that Anthony Yoder shall be administered the following Oath of Office:

I, Anthony Yoder, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|------------|---|
| G. Shabazz | Introduced A. Yoder to the board and discussed his experience and qualifications as a board candidate |
| D. Reid | Administered the Oath of Office |

E. Committee Reports

1. Finance — G. Shabazz reported that the finance committee met on October 26 and reviewed monthly financials as well as planning for the 2019-20 school year. In attendance were G. Shabazz, M. Danyo, and J. Nuñez
2. Facilities — G. Shabazz reported upon a planning meeting of the facilities committee to review facilities plans for the upcoming school year, including plans to finance renovations of the school building.
3. Community Relations — D. Reid reported that the community relations committee met on October 31. The committee planned community outreach for the enrollment lottery, the development of a YMCA young achievers partnership, and efforts to meet with the PTA. Present during the meeting were D. Reid, J. Paolini, and M. Tolliver.
4. Human Resources — None

Section III: Discussion and Announcements

G. Shabazz commended J. Nuñez and his staff for their work in drafting the 2019-22 comprehensive plan and discussed the process for approval of the comprehensive plan.

The next upcoming meeting of the Board of Trustees is scheduled for November 29, 2018 at 6:00 pm at 5600 Chester Avenue.

J. Urdiales discussed the development of a music program and various partnerships for afterschool programs.

ADJOURNMENT @ 7:06 PM

MOTION
AY
SECOND
TT
VOTE:
 PASS
 FAIL