

Independence Charter School - West
Board of Trustees Meeting
December 6, 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") |
| Anthony Yoder | ("AY") |

Board Members Present:

Gloria Shabazz
Dyana Reid
Jere Paolini
Tarae Terry
Anthony Yoder

By Invitation: Non-Board Members:

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

Board Members Absent:

Pedro Rodriguez

B. Approval of Agenda

Motion
DR
Second
TT
Vote:
 pass
 fail

R18120601 Approval of the Agenda

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

C. Approval of Minutes

Motion
DR
Second
JP
Vote:
 pass
 fail

R18120602 Approval of the November 1, 2018 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **November 1, 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 November 1, 2018 minutes</i> |

Motion
JP
Second
AY
Vote:
 pass
 fail

R18120603 Approval of the November 29, 2018 Board Minutes

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of the Minutes of the **November 29, 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 November 29, 2018 minutes</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> |

D. Executive Session Disclosure

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

(x) Consultation with Professional Advisor or Attorney. To consult with its attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed.

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;*
- + Climate and culture report of Tameka Wilkins, Dean of Students;*
- + Special education report of Fatimah Johnson, Special Education Supervisor;*
- + Attendance report;*
- + Academic data report;*
- + 2019-20 school year student applications;*
- + Charter renewal process and timeline;*
- + Staff vacancies*
- + November events*

B. Finance

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

- + Budget adjustments;*
- + Projected budget surplus; and*
- + Outstanding subsidy payments due to ICS-West.*

a. Financial Report

| | |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Motion AY Second TT Vote: | R18120604 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 October 2018 and hereby incorporates into these minutes by |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

pass
 fail

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 October 2018 in the amount of \$429,260.82 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> |

C. Human Resources

Motion
TT
Second
DR
Vote:
 pass
 fail

R18120605 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> |
|-------------------------|------------------------|--------------------------|
| William Ramsey | Classroom Assistant | 11/27/18 |
| Rodney Powell | Classroom Assistant | 12/03/18 |

| <u>Terminations/ Resignations</u> | <u>Position</u> | <u>Effective Date</u> |
|----------------------------------------------|------------------------|------------------------------|
| Tifanee Rider | Classroom Assistant | 10/26/18 |
| Erika Rankin | Classroom Assistant | 11/20/18 |
| Jesus Urdiales | Assistant Principal | 12/4/18 |

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|------------------------|--------------------------------------------------------------------------------------|
| <i>Board; J. Nuñez</i> | <i>Reviewed the proposed human resources changes, including candidate interviews</i> |

D. Contracts

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

R18120606 Davidson Schools

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the student placement agreement with Davidson School, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|------------------------------------|----------------------------------------------------------|
| <i>Board; J. Nunez; F. Johnson</i> | <i>Reviewed the proposed student placement agreement</i> |

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

R18120607 Construction Manager

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the construction management services of BSI Construction, LLC;

FURTHER RESOLVED, that Board President, in consultation with the Business Controller and Legal Counsel, is hereby authorized to negotiate a contract with BSI Construction, LLC for construction management services;

FURTHER RESOLVED, the President and the CEO are authorized to execute any document or delegate any task necessary to effect this resolution.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|--------------|--------------------------------------------------------------------|
| <i>Board</i> | <i>Reviewed the proposed services of BSI Construction, LLC</i> |
| <i>Board</i> | <i>Reviewed and discussed the status of the facilities project</i> |

E. Policies

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

R18120608 Staff Representative Board Policy

RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves the Independence Charter School – West Staff Representative Board Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What |
|--------------|------------------------------------------------------------------------------|
| <i>Board</i> | <i>Discussed and reviewed the proposed Staff Representative Board Policy</i> |

F. Committee Reports

- a. Finance: *G. Shabazz reported that the finance committee met on November 30 to review budget adjustments, facilities project costs, and the monthly financial report. Present during the meeting were G. Shabazz, M. Danyo, A. Yoder, and M. Thomson.*
- b. Human Resources: *none*
- c. Community Relations: *D. Reid provided an update regarding the school's partnership with the YMCA's Y-Achievers program, which is planned to begin in January.*

Upon Motion by A. Yoder, Seconded by D. Reid, the Board voted to enter into executive session at 7:53 pm to discuss legal matters.

Upon Motion by D. Reid, Seconded by J. Paolini, the Board voted to adjourn from executive session at 8:47 pm.

Section III: Discussion and Announcements

G. Shabazz discussed the anticipated role of Worlds of Opportunity II with respect to facilities plans, as well as plans to recruit board member's to serve on the board of trustees of Worlds of Opportunity II.

Adjournment @ 8:47 PM

MOTION
TT
SECOND
AY
VOTE:
 PASS
 FAIL
