Independence Charter School - West
Board of Trustees Meeting
October 3, 2019
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 6:18 PM. My name is Glorisa 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")
Anthony Yoder            ("AY")
Halimatu Mohammed        ("HM")
Charles Postell          ("CP")
Ceciley Bradford-Jones   ("CBJ")
Nicola Brooks            ("NB")

Board Members Present: By Invitation: Non-Board Members:
Gloria Shabazz          Sean Gallagher — CEO
Tarae Terry            David Hussey, Esq.
Jere Paolini           Michael Danyo — Santilli & Thomson
B. Approval of Agenda

Motion        R19100301 Approval of the Agenda
HM
Second       RESOLVED, that the Board of Trustees of Independence Charter School –
PR          West hereby approves the October 3, 2019 Agenda.
Vote:      [x] pass
[ ] fail

C. Approval of Minutes

Motion        R19100302 Approval of the September 5, 2019 Board Minutes
CP
Second       RESOLVED, that the Board of Trustees of Independence Charter School –
AY          West hereby approves the Minutes of the September 5, 2019 Board of
Trustees of Independence Charter School – West meeting.
Vote:      [x] pass
[ ] fail

Notes of Discussion / Advance Regulatory and Financial Comment:

<table>
<thead>
<tr>
<th>Who</th>
<th>What</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board</td>
<td>Reviewed the September 5, 2019 minutes</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Who</th>
<th>What</th>
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<tbody>
<tr>
<td>None</td>
<td>None</td>
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</tbody>
</table>

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

S. Gallagher presented the written monthly CEO report, a copy of which is incorporated by reference herein, highlighting:

- Baseline academic achievement data and PSSA results, which will be presented and discussed at length in November;
- September highlights, including Back-to-School Night, the development of team goals, PSP supports, instructional coaching, and school activities;
- Upcoming events, including a school review and leadership retreat, professional development regarding race and equity, and Bullying Prevention Month.

B. Finance

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

- Funding reconciliation to account for growth in enrollment;
- Expenditures for end-of-year purchasing; and
- Ongoing review of the budget and potential adjustment of the budget.

The Board and M. Danyo discussed and reviewed 21st Century grant funding and partial grant funding of the Springboard Collaborative program. The Board and M. Danyo additionally discussed the academic and support fee for services from Independence Charter School.

<table>
<thead>
<tr>
<th>Motion</th>
<th>R19100303 Acceptance of the Financial Report of the Business Controller</th>
</tr>
</thead>
<tbody>
<tr>
<td>CP</td>
<td>RESOLVED, that the Board of Trustees of Independence Charter School -</td>
</tr>
<tr>
<td>Second</td>
<td>West hereby reviews and accepts the Financial Reports of the Business</td>
</tr>
<tr>
<td>JP</td>
<td>Vote: [x] pass</td>
</tr>
<tr>
<td>[ ] fail</td>
<td>reference the financial statements and the documents presented by the</td>
</tr>
<tr>
<td></td>
<td>Business Controller to the Board; and</td>
</tr>
</tbody>
</table>

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FURTHER RESOLVED, the Board of Trustees of Independence Charter School - West ratifies disbursements for August 2019 in the amount of $535,861.05, as presented by the Business Controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

<table>
<thead>
<tr>
<th>Who</th>
<th>What</th>
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</thead>
<tbody>
<tr>
<td>Board: M. Danyo</td>
<td>Reviewed and discussed the report of the business controller</td>
</tr>
</tbody>
</table>

C. Facilities

Motion | R19100304 Lease Reimbursement
CP
Second PR
Vote: [x] pass

Notes of Discussion / Advance Regulatory and Financial Comment:

<table>
<thead>
<tr>
<th>Who</th>
<th>What</th>
</tr>
</thead>
<tbody>
<tr>
<td>M. Danyo; Board</td>
<td>Discussed lease reimbursement funding</td>
</tr>
</tbody>
</table>

By Roll Call Vote:

Gloria Shabazz – aye
Pedro Rodriguez – aye
Dyana Reid – absent
Jere Paolini – aye
Tyesha Miley, Esq. – absent
Tarae Terry – aye
Anthony Yoder – aye
Halimatu Mohammed – aye
Charles Postell – aye
Ceciley Bradford-Jones – absent
Nicola Brooks – aye

D. Human Resources

Motion | R19100305 Human Resources Changes
CP
Second PR
Vote: [x] pass

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jade Greene</td>
<td>Classroom Assistant</td>
</tr>
</tbody>
</table>

**Notes of Discussion / Advance Regulatory and Financial Comment:**

<table>
<thead>
<tr>
<th>Who</th>
<th>What</th>
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<tbody>
<tr>
<td>Board; S. Gallagher</td>
<td>Reviewed and discussed the proposed staffing change, including the anticipated role of the new hire</td>
</tr>
<tr>
<td>Board; S. Gallagher</td>
<td>Discussed current staffing levels and needs</td>
</tr>
</tbody>
</table>

**E. Committee Reports**

1. Staff Representative — S. Myers discussed the role and need for classroom assistants.
2. Finance — G. Shabazz reported that the finance committee met on September 27; present during the meeting were G. Shabazz, M. Danyo, A. Yoder, and S. Gallagher; the committee reviewed August financials and discussed bond issue financing.
3. Facilities — A. Yoder reported that the facilities committee met on September 11 and September 25; present during the meetings were A. Yoder, G. Shabazz, S. Gallagher, T. Hill, the architect, the construction manager, and M. Danyo; the committee discussed finalization of Building C construction and plans as well planned repairs to the church building.
4. Community Relations — None
5. Human Resources — None

Section III: Discussion and Announcements — None

**Adjournment @ 7:43 PM**