

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:
Gloria Shabazz
Tarae Terry
Jere Paolini

By Invitation: Non-Board Members:
Sean Gallagher — CEO
David Hussey, Esq.
Michael Danyo — Santilli & Thomson

Anthony Yoder Halimatu Mohammed Charles Postell Nicola Brooks	Sheila Myers — ICSW Staff Representative
Board Members Absent: Dyana Reid Tyesha Miley, Esq. Ceciley Bradford-Jones	

B. Approval of Agenda

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

C. Approval of Minutes

Motion CP	R19100302 Approval of the September 5, 2019 Board Minutes				
Second AY	RESOLVED, that the Board of Trustees of Independence Charter School – West hereby approves of 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 border="1"> <thead> <tr> <th>Who</th> <th>What</th> </tr> </thead> <tbody> <tr> <td><i>Board</i></td> <td><i>Reviewed the September 5, 2019 minutes</i></td> </tr> </tbody> </table>	Who	What	<i>Board</i>	<i>Reviewed the September 5, 2019 minutes</i>
Who	What				
<i>Board</i>	<i>Reviewed the September 5, 2019 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>

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.

Motion CP Second JP Vote: <input checked="" type="checkbox"/> pass <input type="checkbox"/> fail	R19100303 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 Reports of the Business Controller for August 2019 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 August 2019 in the amount of \$535,861.05, as presented by the Business Controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

C. Facilities

Motion
CP
Second
PR
Vote:
 pass
 fail

R19100304 Lease Reimbursement

RESOLVED, the Board of Trustees of Independence Charter School – West approves the application for reimbursement of a charter school lease for 2018-19.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>M. Danyo; Board</i>	<i>Discussed lease reimbursement funding</i>

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
CP
Second
PR
Vote:
 pass

R19100305 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.

[] fail

<u>New Hires</u>	<u>Position</u>
Jade Greene	Classroom Assistant

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board; S. Gallagher	Reviewed and discussed the proposed staffing change, including the anticipated role of the new hire
Board; S. Gallagher	Discussed current staffing levels and needs

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

MOTION
CP
SECOND
PR
VOTE:
[X] PASS
[] FAIL
