

Independence Charter School - West
Board of Trustees Meeting
November 7, 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 6:05 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")
Anthony Yoder	("AY")
Halimatu Mohammed	("HM")
Charles Postell	("CP")
Ceciley Bradford-Jones	("CBJ")
Nicola Brooks	("NB")

Board Members Present:
Gloria Shabazz
Dyana Reid
Tyesha Miley, Esq.

By Invitation: Non-Board Members:
Sean Gallagher — CEO
Dana Twyman — Principal
David Hussey, Esq.

Tarae Terry
Anthony Yoder
Halimatu Mohammed
Charles Postell
Ceciley Bradford-Jones
Nicola Brooks

Michael Danyo — Santilli & Thomson
Sheila Myers — ICSW Staff Representative

Board Members Absent:
Pedro Rodriguez
Jere Paolini

B. Approval of Agenda

Motion R19110701 Approval of the Agenda
TM
Second RESOLVED, that the Board of Trustees of Independence Charter School –
NB West hereby approves the **November 7, 2019** Agenda, as amended.
Vote:
[x] pass
[] fail

C. Approval of Minutes

Motion R19110702 Approval of the October 3, 2019 Board Minutes
HM
Second RESOLVED, that the Board of Trustees of Independence Charter School –
CP West hereby approves of the Minutes of the **October 3, 2019** Board of
Trustees of Independence Charter School – West meeting.
Vote:
[x] pass
[] fail

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Reviewed the October 3, 2019 minutes</i>
<i>D. Reid</i>	<i>Abstained from voting upon approval of the 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>Lila Price</i>	<i>Parent of ICSW student and treasurer of PTA; raised questions and comments regarding: 1) coordination between the Board and the PTA; and 2) school security and safety concerns</i>

F. 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) Discuss Confidential Matters. To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

Section II: New Business

A. Finance

M. Danyo presented to the Board a review of the budget, including potential adjustments to the budget and potential budgetary surpluses. M. Danyo additionally presented the monthly written report of the business controller, a copy of which is incorporated by reference herein.

<p>Motion CP Second NB Vote: [x] pass [] fail</p>	<p>R19110703 Acceptance of the Financial Report of the Business Controller</p> <p>RESOLVED, that the Board of Trustees of Independence Charter School - West hereby reviews and accepts the Financial Reports of the Business Controller for September 2019 and hereby incorporates into these minutes by reference the financial statements and the documents presented by the Business Controller to the Board; and</p> <p>FURTHER RESOLVED, the Board of Trustees of Independence Charter School - West ratifies disbursements for September 2019 in the amount of \$206,874.20, as presented by the Business Controller.</p>
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Notes of Discussion / Advance Regulatory and Financial Comment:

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

B. Staff Bonus

Motion
NB
Second
DR
Vote:
 pass
 fail

R19110704 2019-20 Holiday Bonus

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby approves a 2019-20 holiday bonus of \$250 for full-time staff and \$150 for part-time staff.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board; M. Danyo	Discussed the total cost of the proposed holiday bonus

C. Committee Reports

1. Staff Representative — *S. Myers discussed with the Board staff concerns regarding behavioral supports. S. Myers additionally reported upon the Wellness Wednesday initiative.*
2. Finance — *G. Shabazz reported that the finance committee met on October 30. Present during the meeting were G. Shabazz, M. Danyo, S. Gallagher, and A. Yoder. The committee reviewed the monthly financial report, bond financing, and budgetary adjustments.*
3. Facilities — *A. Yoder reported that the facilities committee met three times during the month of September to review construction plans for the bond issue, including stabilization to the church building, as well as building maintenance and improvement needs.*
4. Community Relations — *D. Reid reported that the community relations meeting met on November 6. Present during the meeting were D. Reid, J. Paolini, and C. Bradford-Jones. The committee discussed involvement with the PTA and continued efforts to reach out to community members and leaders.*
5. Human Resources — *T. Terry reported that the human resources committee met on October 12. Present during the meeting were T. Terry, G. Shabazz, T. Miley, and S. Gallagher. The committee discussed staffing matters.*

D. CEO Report

S. Gallagher reported upon:

- + *The school review conducted in October, including feedback from observations conducted during the school review and the recommendations of the school review team;*
- + *The school's goal that every student graduate from 8th grade at grade level;*
- + *The academic coaching program; and*
- + *School events, including student elections and the school-wide bullying prevention month programs.*

a. Academic Review

D. Tnyman presented an academic review, highlighting:

- + *ICSW's mission and goals;*
- + *School-wide attendance rates and interventions;*
- + *School-wide behavior;*
- + *Benchmark assessments, including review of benchmark data;*

Upon Motion by N. Brooks, Seconded by A. Yoder, the Board voted to enter into executive session at 7:56 pm to review confidential matters.

Upon Motion by C. Postell, Seconded by H. Mohammed, the Board voted to adjourn from executive session at 8:31 pm.

Section III: Discussion and Announcements — None

Adjournment @ 8:32 PM

MOTION
DR
SECOND
AY
VOTE:
 PASS
 FAIL
