

Independence Charter School - West
Board of Trustees Meeting
December 5, 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 6:06 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
Pedro Rodriguez
Dyana Reid

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

Jere Paolini
 Tyesha Miley, Esq.
 Tarae Terry
 Anthony Yoder
 Halimatu Mohammed
 Ceciley Bradford-Jones
 Nicola Brooks

Sheila Myers — ICSW Staff Representative

Board Members Absent:
 Charles Postell

B. Approval of Agenda

Motion | R19120501 Approval of the Agenda
 PR
 Second | RESOLVED, that the Board of Trustees of Independence Charter School –
 AY | West hereby approves the **December 5, 2019** Agenda, as amended.
 Vote:
 [x] pass
 [] fail

C. Approval of Minutes

TABLED | R19120502 Approval of the November 7, 2019 Board Minutes
 RESOLVED, that the Board of Trustees of Independence Charter School –
 West hereby approves of the Minutes of the **November 7, 2019** Board of
 Trustees of Independence Charter School – West meeting.
 Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Reviewed the November 7, 2019 minutes and discussed the process for review of Board 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

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) Certain Employee Issues. To discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency, or former public officer or employee, provided, however, that the individual employees or appointees whose rights could be adversely affected may request, in writing, that the matter or matters be discussed at an open meeting. The agency's decision to discuss such matters in executive session shall not serve to adversely affect the due process rights granted by law, including those granted by Title 2 (relating to administrative law and procedure).

Section II: New Business

A. Finance

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

- + Increases to special education enrollment and funding;*
- + Budget adjustments to reflect substitute staffing;*
- + Status of the 2018-19 audit;*
- + Variance due to legal expenditures; and*
- + Food services deficit, due to capital expenditures.*

Motion	R19120503 Acceptance of the Financial Report of the Business Controller
CBJ	
Second	RESOLVED, that the Board of Trustees of Independence Charter School -
NB	West hereby reviews and accepts the Financial Reports of the Business
Vote:	Controller for October 2019 and hereby incorporates into these minutes by
[x] pass	reference the financial statements and the documents presented by the
[] fail	Business Controller to the Board; and

FURTHER RESOLVED, the Board of Trustees of Independence Charter School - West ratifies disbursements for October 2019 in the amount of \$367,572.70, 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 financial report</i>

B. Human Resources

Motion
PR
Second
JPs
Vote:
 pass
 fail

R19090504 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>
Pablo Cardenas	NTA
Earl Stokes	NTA
Domonique Ousborn	SPED Assistant
Keya Stanley	Classroom Assistant

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>S. Gallagher</i>	<i>Reviewed the proposed human resources changes</i>

C. Academic and Support Agreement

Motion
DR
Second
HM
Vote:
 pass

R19090505 Approval of Academic and Support Agreement

RESOLVED, that the Board of Trustees of Independence Charter School - West hereby approves the Amended and Restated Academic and Support Agreement between Independence Charter School – West and Independence Charter School, as presented; and

[] fail

FURTHER RESOLVED, that the Board of Trustees of Independence Charter School - West hereby approves extension of the Academic and Support Agreement between Independence Charter School – West and Independence Charter School through the effective date of the Amended and Restated Academic and Support Agreement between Independence Charter School – West and Independence Charter School.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Discussed and reviewed the development of the Amended and Restated Academic and Support Agreement, including review of the Academic and Support Agreement and discussion of staffing changes to create new positions to transition various services to Independence Charter School - West</i>
<i>Board</i>	<i>Discussed the School District's execution of a five-year charter agreement</i>

D. Construction

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

R19090506 Advancement of Project Costs

WHEREAS, pursuant to Resolution R19080105, the Board of Trustees of Independence Charter School – West approved the financing and completion of a Project for acquisition and renovation of School Facilities;

RESOLVED, that in furtherance of the Project, the Board of Trustees of Independence Charter School - West hereby approves the advancement of up to \$800,000.00 to Worlds of Opportunity II in Project costs.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board; M. Danyo</i>	<i>Discussed the potential need for advancement of expenses in the event that bond issue closing is delayed longer than anticipated</i>

E. Committee Reports

1. Staff Representative — *S. Myers inquired regarding exit surveys for departing staff; discussed the reading specialist's initiative to install book vending machines; reported upon teacher requests for increased classroom management coaching; reported upon the importance of seeking teacher input*

regarding building space and planning; inquired regarding plans for a library and a reflection room; and discussed staff concerns regarding response times for supports and coverage gaps.

2. Finance — G. Shabazz reported that the facilities committee met on December 2; present during the meeting were G. Shabazz, M. Danyo, S. Gallagher, and A. Yoder; the committee reviewed monthly financials and discussed outstanding financial issues regarding the bond issue.
3. Facilities — A. Yoder reported upon the status of bond issue financing to acquire and renovate the school facilities, including an investor walkthrough and bond pricing; the committee met on November 20 and December 5 to plan upcoming construction to Building C.
4. Community Relations — None
5. Human Resources — None
6. Parent Relations — H. Mohammed reported upon a recent meeting with D. Tnyman to review schoolwide academic performance and strategies to improve performance and review relevant data to track outcomes for various programs and interventions. H. Mohammed additionally reported upon discussions regarding efforts to promote classroom management and student supports.

H. Mohammed, S. Myers, and the Board discussed efforts to coordinate with the PTA, efforts to reflect upon the coaching program and model, and schoolwide classroom management needs. The Board discussed concerns from staff regarding curriculum, classroom management, and supports. The Board additionally discussed efforts to develop a plan to meet teachers' concerns.

Upon Motion by A. Yoder, Seconded by N. Brooks, the Board voted to enter into executive session at 7:29 pm to discuss employee issues.

Upon Motion by P. Rodriguez, Seconded by N. Brooks, the Board voted to adjourn from executive session at 9:07 pm.

F. CEO Report — The monthly CEO report was given during executive session.

Section III: Discussion and Announcements — None

Adjournment @ 9:08 PM

MOTION
GS
SECOND
PR
VOTE:
 PASS
 FAIL
