

**Impact Charter School West
Board of Trustees Meeting
May 07, 2026
6:00 PM
5600 Chester Avenue
Philadelphia, PA 19143**

MINUTES

Section I: Call to Order

Opening Colloquy

This Board of Trustees meeting of Impact 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 Impact 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

Board Members Present	By Invitation: Non-Board Members
Gloria Shabazz – President and Treasurer ("GS") Dyana Reid – Vice President ("DR") Ceciley Bradford ("CB") Khadiya Blanks ("KB")	Dana Twyman-Massaquoi – CEO Michael Danyo – Santilli & Thomson Nicolas Bednarek, Esq. Shannon Creamer
Board Members Absent	
Voffee Jabateh ("VJ") Jahlee Hatchett, Esq. – Secretary ("JH")	

B. Executive Session Disclosure

<i>I would like to state, for purposes of the Minutes of this meeting, that the Board of Trustees will meet in Executive Session during this meeting to discuss confidential legal matters.</i>

C. Approval of Agenda

Motion KB Second DR Vote:	R260507.01 Approval of the Agenda RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the May 07, 2026 Agenda.
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[X] Pass
[] Fail

D. Approval of Minutes

Motion
KB
Second
DR

R260507.02 Approval of the April 09, 2026 Board Minutes

RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the Minutes of the **April 09, 2026** Board of Trustees of Impact Charter School West meeting.

Vote:

[X] Pass
[] Fail

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
<i>Board</i>	<i>General Discussion</i>

E. Community Comment

Community Comment Colloquy (General Counsel)

Good Evening, my name is Gloria Shabazz. I serve as General Counsel to the Impact 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.

Who	What
<i>Parrish Polen</i>	<i>Asked questions of the Board regarding ICSW employee vacation policies, paid time off policies, and attendance policies. Board President G. Shabazz responded that the questions were heard and would be taken under advisement.</i>

Section II: New Business

A. Report of CEO

D. Tnyman-Massaquoi presented the monthly CEO report, highlighting:

- *School events:*
 - *Play on Philly concert was well attended.*
 - *Student led conferences occurred and were a great success.*
 - *Spanish spelling bee took place as well.*
- *Enrollment is currently at 817*
- *Safety measures are looking to be added to the school:*
 - *Looking to install Open Gate weapons detection system*
 - *Looking to partner with Philadelphia PD*
- *Hiring process has begun as part of splitting the school into "lower" and "upper" schools.*
 - *The Lower school will be Grades K-4 and the Upper would be Grades 5-8.*

- *Looking to hire a principal, instructional coach, and assistant dean for each the lower and upper schools.*
- *The hiring process is being overseen by two separate 8-person hiring committees – one for the lower school and one for the upper school.*
- *D. Tnyman-Massaquoi introduced guest to the Board, candidate for ICSW Lower school - Shannon Creamer, who gave a short presentation:*
 - *Presented her CV, which included 14 years of experience in education and being a founding teacher of ICSW, as well as a past assistant principal.*
 - *Presented her priorities going forward should she be offered the principal role.*

B. Finance

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

- *Regular Ed. Professional Services expenses are offset by regular education salary savings.*
- *205 days of cash on hand as of 3/31/2026.*
- *Seeing a good surplus right now – almost \$1.7m.*
- *Regarding bank interest, interest rates have dropped slightly due to global market issues.*
- *Food services still over budget but surplus is looking to be spend down with service-related purchases.*

Motion
DR

Second
KB

Vote:

[X] Pass
[] Fail

R260507.03 Acceptance of the Financial Report of the Business Controller

RESOLVED, that the Board of Trustees of Impact Charter School West hereby reviews and accepts the Financial Reports of the Business Controller for **March 2026** and hereby incorporates into these minutes by reference the financial statements and the documents presented by the Business Controller to the Board; and

FURTHER RESOLVED, the Board of Trustees of Impact Charter School West ratifies disbursements for March 2026 in the amount of \$845,320.86, as presented by the Business Controller.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
<i>Board</i>	<i>General Discussion</i>

C. Governance

Motion
KB

Second
GS

Vote:

[X] Pass
[] Fail

R260507.04 Re-election of Voffee Jabateh, Trustee

RESOLVED, that in accordance with its Bylaws, the Board of Trustees of Impact Charter School West hereby re-elects Voffee Jabateh to a three-year term of office as a member of the Board of Trustees.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
<i>Board</i>	<i>General Discussion</i>

D. Contracts

Motion
CB
Second
KB
Vote:

[X] Pass
[] Fail

R260507.05 Contracts

RESOLVED, that the Board of Trustees of Impact Charter School West has reviewed, and hereby approves, of the contracts listed in the table below.

FURTHER RESOLVED, that, where more than one vendor is listed in the table below for a contract for a service or material, the Chief Executive Officer is hereby authorized to decide which vendor will be contracted with and negotiate and execute said contract.

Contractor/Vendor	Amount	Notes
Corbett Inc.	\$15,514.00	Contract for purchase of materials from Vendor: 66 desks to replace old desks in Building C.
DG Network Solutions LLC	\$68,490.00	Contract for purchase of materials from Vendor: 45 Laptops for staff including setup service and warranties.
DG Network Solutions LLC	Not to exceed \$218,600.00	Contract for purchase of materials from Vendor: 400 Chromebook devices for students including warranties.
CMS Technology Partners	\$54,456.00 (not to exceed \$60,000.00)	Contract for purchase of materials from Vendor: OPENGATE weapons detection system and services.
Synergy Glass & Door Service OR Mark's Door Service OR Nor'easter Door and Lock	Not to exceed \$22,750	Contract for purchase of materials from Vendor: Push-Bar and Key FOB door lock systems for building doors to replace magnetic locks, including installation services.
Wellbuilt Glass and Metals OR Eastern Solar Glass OR Philadelphia Tint Co. LLC	Not to exceed \$19,000.00	Contract for purchase of materials from Vendor: Purchase and installation of impact resistant films applied to building windows.
MAP Restaurant Supplies OR Culinary Depot OR Penn Jersey Paper	Not to exceed \$37,000.00	Contract for purchase of materials from Vendor: Kitchen equipment including a mobile handwashing sink, a worktable, a cold serving counter, a warm serving counter, and a food warmer.
Philadelphia Police Department	Varied Rates (approximately \$103/hour)	Provision of one officer and a police vehicle at arrival and dismissal each day except Wednesdays for up to 4 hours.

Vertex Education	\$117,500.00	Contract with Vertex Education to perform Business Controller services for ICSW for the 2026-2027 school year.
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Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
D. Tnyman-Massaquoi	<i>Reviewed each individual proposed contract with the Board, or in instances where there were multiple proposals, reviewed the proposals including informing the Board of the reason for the purchases, associated costs, and benefits of the contracts.</i> <i>For the Philadelphia PD contract, explained the revisions to the contract since the prior approval of the contract at the 2/05/26 Board meeting.</i>

Committee Reports

1. Finance

- G. Shabazz reported that the Finance Committee met on April 27, 2026.*
- Present: G. Shabazz, D. Tnyman-Massaquoi, M. Danyo.*
- Discussed budget for potential contracts and financial report.*

2. Facilities

- G. Shabazz reported that the Facilities Committee met on April 30, 2026.*
- Present: D. Tnyman-Massaquoi, Ramsey Andrawos, Anthony Yoder.*
- Discussed ongoing and upcoming facilities projects, as well as Building D.*

3. Community Relations

- Did not meet.*

4. Human Resources

- G. Shabazz reported that the Human Resources Committee met on April 30, 2026.*
- Present: G. Shabazz, D. Tnyman-Massaquoi, Ceciley Bradford, Jablee Hatchett, Kandis Anekwe.*
- Discussed potential employee policy changes and handbook revisions regarding vacation days.*

UPON MOTION BY CB AND SECOND BY DR, THE BOARD ENTERED EXECUTIVE SESSION AT 7:06 PM FOR THE PURPOSE OF DISCUSSING CONFIDENTIAL LEGAL MATTERS.

UPON MOTION BY CB, SECONDED BY KB, THE BOARD VOTED TO ADJOURN FROM EXECUTIVE SESSION AT 7:19 PM.

E. APS Placement

Motion	R260507.06 Approved Private School Placement - MC
DR	
Second	
KB	RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves of the Approved Private School Placement for Student MC, as presented in Executive Session, subject to legal review.
Vote:	
[X] Pass	

☐ Fail

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
<i>Board</i>	<i>General Discussion</i>

Section III: Discussion and Announcements

- **Next Board Meeting: June 4, 2026**

ADJOURNMENT – AT 7:19 PM

Motion

GS

Second

CB

Vote:

☒ Pass

☐ Fail