

**Impact Charter School West
Board of Trustees Meeting
September 3, 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 6:07 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") Jahlee Hatchett, Esq. – Secretary ("JH") Ceciley Bradford ("CB") Khadiya Blanks ("KB")	Dana Twyman-Massaquoi – CEO Mike Whisman – Vertex Education Bianca Caban – Vertex Education Nicolas Bednarek, Esq. Patricia Sullivan – Enrollment Specialist
Board Members Absent	
Voffee Jabateh ("VJ")	

B. Executive Session Disclosure

<i>I would like to state, for purposes of the Minutes of this meeting, that the Board of Trustees will not meet in Executive Session during this meeting.</i>

C. Approval of Agenda

Motion JH Second	R260903.01 Approval of the Agenda
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CB Vote: ☒ Pass ☐ Fail	RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the September 03, 2026 Agenda.
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D. Approval of Minutes

Motion DR Second KB Vote: ☒ Pass ☐ Fail	R260903.02 Approval of the July 30, 2026 Board Minutes RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the Minutes of the July 30, 2026 Board of Trustees of Impact Charter School West meeting. <i>Notes of Discussion / Advance Regulatory or Financial Comment</i> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%; padding: 5px;">Who</th> <th style="padding: 5px;">What</th> </tr> <tr> <td style="padding: 5px;"><i>Board</i></td> <td style="padding: 5px;"><i>General Discussion</i></td> </tr> </table>	Who	What	<i>Board</i>	<i>General Discussion</i>
Who	What				
<i>Board</i>	<i>General Discussion</i>				

E. Community Comment

Community Comment Colloquy (General Counsel)

Good Evening, my name is _____. 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>None</i>	<i>None</i>

Section II: New Business

A. Report of CEO

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

- 26-27 School Year has just begun.
- Enrollment presentation given by Patricia Sullivan, ICSW's enrollment specialist.
 - Current enrollment is 842, budget was for 835.
 - Over enrolled to compensate for potential losses.
 - This is the first SY using Apply Philly Charter's new ranking system
 - Under this system the ICSW waitlist is full of student and families who want to come to ICSW.
 - ICSW also has a family engagement and support process to ensure enrollment materials are handled properly.
 - Enrollment Retention suggestions include: community events, after school events, and daycare related supports.

B. Finance

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

- The Vertex team is working through their transition into this role with the prior Business Controller.
- ICSW as of June 2026 has approximately 200 days cash-on-hand.
- Certain federal funds have recently come in.
- ICSW currently has approximately \$12m in assets and \$2m in liabilities, as the report shows.
- There was only approximately a \$13,000 difference between ICSW's 2025-26 Budget and actual spending during that fiscal year, which is great.

Motion	R260903.03 Acceptance of the Financial Report of the Business Controller
JH	
Second	RESOLVED, that the Board of Trustees of Impact Charter School West hereby reviews and accepts the Financial Reports of the Business Controller for June 2026 and hereby incorporates into these minutes by reference the financial statements and the documents presented by the Business Controller to the Board; and
CB	
Vote:	
[X] Pass	FURTHER RESOLVED, the Board of Trustees of Impact Charter School West ratifies disbursements for June 2026 in the amount of \$1,461,476.63, as presented by the Business Controller.
[] Fail	

Notes of Discussion / Advance Regulatory or Financial Comment

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

C. Human Resources

Motion	R260903.04 Staffing Roster
JH	
Second	RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the 2026-27 staff roster, as presented.
DR	
Vote:	<i>Notes of Discussion / Advance Regulatory or Financial Comment</i>
[X] Pass	
[] Fail	

Who	What
<i>C. Bradford</i>	<i>Asked whether recent inquiries to the Board were responded to by the school. D. Massaquoi-Twyman responded that they were.</i>

Committee Reports

1. Finance

- G. Shabazz reported that the Finance Committee met on August 28, 2026.*

- b. Present: G. Shabazz, D. Twyman-Massaquoi, B. Caban, J. Bean.*
 - c. Discussed new financial report formats and procedures financial reporting.*
- 2. Facilities*
 - a. G. Shabazz reported that the Facilities Committee met on August 27, 2026.*
 - b. Present: G. Shabazz, D. Twyman-Massaquoi, A. Yoder, R. Andrawos.*
 - c. Discussed summer facilities projects and church building issues.*
- 3. Community Relations*
 - a. D. Reid reported that the Community Relations Committee met on Sept. 2, 2026.*
 - b. Present: D. Reid, C. Bradford.*
 - c. Discussed start-up of 26-27 SY, reviewed ICSW mission, and upcoming community events.*
- 4. Human Resources*
 - a. Did not meet.*

Section III: Discussion and Announcements

- **Next Board Meeting: October 1, 2026**

ADJOURNMENT at 6:37 PM

Motion

JH

Second

GS

Vote:

☒ Pass

☐ Fail