Impact Charter School West
Board of Trustees Meeting
July 30, 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 6:14 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")	Dana Twyman-Massaquoi – CEO
Dyana Reid – Vice President ("DR")	Jesse Bean – Vertex Education
Jahlee Hatchett, Esq. – Secretary ("JH")	Bianca Caban – Vertex Education
Voffee Jabateh ("VJ")	
Khadiya Blanks ("KB")	Nicolas Bednarek, Esq.
Ceciley Bradford ("CB")[1]	
Board Members Absent	

B. Executive Session Disclosure

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

C. Approval of Agenda

Motion JH Second DR	**R260730.01 Approval of the Agenda** RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the **July 30, 2026** Agenda.

[1] Arrived at 6:40 PM.

Vote:

[X] Pass
[ ] Fail

D. Approval of Minutes

Motion
GS
Second
DR

Abstain
JH

Vote:

[X] Pass
[ ] Fail

R260730.02 Approval of the June 04, 2026 Board Minutes

RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the Minutes of the **June 04, 2026** Board of Trustees of Impact Charter School West meeting.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
Board	*General Discussion*

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
None	*None*

Section II: New Business

A. Report of CEO

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

- ICSW Wellness events, in which the school partnered with Black Lotus, Kingsessing Heals, and Still Rise Farms.
- Meet and greet event for new principals.
- Instructional Leadership Support implemented for new roles
    - Include Tier 1 focus, Principal mentor, and Leadership and teacher coaching
- Enrollment is at 835
- Charter School Annual Report submission
    - Presented the submission draft to the Board.

B. Finance

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

- *Projected surplus ($1.7m) and cash on hand are still good.*
- *New funding awarded through Special Education Contingency*
- *Still waiting on funds from Commonwealth and ESSA.*
- *Discussed the School's largest expenditures with Board.*
- *ICSW new Business Controller Vertex introduced themselves*
    - *Jesse Bean introduced himself and Bianca Caban and explained business office transition process*
    - *Will be refining financial reports*
    - *Timeline for this year's audit is on schedule*
    - *Noted that SDP rates are changing for 26-27 school year, should see about an 10-11% increase.*

Motion JH
Second VJ

Vote:

[X] Pass
[ ] Fail

R260730.03 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 **May 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 May 2026 in the amount of $944,172.98, as presented by the Business Controller.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
Board	*General Discussion*

C. Annual Report

Motion JH
Second GS

Vote:

[X] Pass
[ ] Fail

R260730.04 Annual Report

RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves of the Annual Report and it's submission to the Pennsylvania Department of Education.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
G. Shabazz	*Presented report to Board.*

D. Handbooks

Motion KB
Second

R260730.05 2026-27 ICSW Employee Handbook Approval

JH

Vote:

[X] Pass
[ ] Fail

RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the 2026-27 ICSW Employee Handbook, as presented.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
N. Bednarek	*Presented revised Handbook to Board and discussed reorganization and policy changes.*

Motion
CB
Second
JH

Vote:

[X] Pass
[ ] Fail

R260730.06 2026-27 ICSW Student & Family Handbook Approval

RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the 2026-27 ICSW Student & Family Handbook, as presented.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
D. Twyman-Massaquoi	*Discussed updates to Handbook with Board noting that there were no substantive policy changes.*

E. Contracts

Motion
VJ
Second
JH
Vote:

[X] Pass
[ ] Fail

R260730.07 Contracts

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

FURTHER RESOLVED, that the CEO, Business Controller, and General Counsel are hereby authorized and directed to negotiate and or execute contract/s for any services described below;

FURTHER RESOLVED, that, where more than one vendor is listed in the table below for a contract for a service or material, the CEO, in conjunction with General Counsel, is hereby authorized to decide which vendor will be contracted with and negotiate and execute said contract. All quotes and contracts are subject to a final legal review.

Contractor/Vendor	Amount	Notes
Semhar S. Samuel Occupational Therapy Services, LLC	$80-$85 per hour	Contract for services: Occupational Therapy Services.

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
Board	*General Discussion*

F. Human Resources

Motion
CB
Second
DR

Vote:

[X] Pass
[ ] Fail

R260730.08 Human Resources Changes

RESOLVED, that the Board of Trustees of Impact Charter School West hereby approves the Human Resources changes, as presented.

NEW HIRES		
Name	**Title**	**Effective Date**
Ernest Patrick	Principal (Upper School)	7/1/26
Tracy Sainvil-Joslyn	Assistant Principal (Lower School)	7/6/26
Katrina Morales	Assistant Principal (Upper School)	7/27/26

RESIGNATIONS AND TERMINATIONS		
Name	**Title**	**Effective Date**
Arisleida Santos	Spanish Teacher	7/13/26 - Resigned

Notes of Discussion / Advance Regulatory or Financial Comment

Who	What
Board	*General Discussion*

Committee Reports

1. *Finance*
    a. *G. Shabazz reported that the Finance Committee met on June 29, 2026.*
    b. *Present: G. Shabazz, D. Twyman-Massaquoi, K. Blanks, M. Danyo.*
    c. *Discussed transition of business controller services to Vertex.*
2. *Facilities*
    a. *Did not meet.*
3. *Community Relations*
    a. *Did not meet.*
4. *Human Resources*
    a. *Did not meet.*

Section III: Discussion and Announcements

- **Next Board Meeting: September 3, 2026**

ADJOURNMENT at 7:31 PM

Motion
KB
Second
GS
Vote:
[X] Pass
[ ] Fail