

**Rockford Charter School Organization
Board Meeting Minutes
August 16, 2018
11:00 a.m. – 1:00 p.m.**

1. Call to Order: 11:05 a.m.
 - a. Board Members Present – Scott Anderson, Nathan Bryant, Jennifer Hall, Kenneth Cunningham and Carla Redd
 - b. Also Present – Mike Williams, Shavina Pierre, Rick and Roxanne Sosnowski
2. Approval of Agenda – Nathan Bryant moved, Scott Anderson Seconded. All aye.
3. Public Comment – None.
4. Approve Minutes of Prior Board Meetings – April 26, 2018 & May 24, 2018
 - a. Minutes were not in packet.
 - b. Laid over to September Board Meeting.
 - c. Megan to Email them out to the Board.
 - d. Motion to Approve the June 20, 2018 Minutes made by Nathan Bryant, Seconded by Jen Hall, All Aye, motion passes.
5. Budget/Financial Status Report – Jen Hall, Rick
 - a. Rick summarized the Statement of Activity with the Board.
 - b. Discussion took place over whether the Auditors would move the funds allocated for the deposit for the repair of the parking lot to another category.
 - c. July 10th a money market account was opened with the plan to leave it alone and only access those funds as needed.
 - d. More items can be submitted for reimbursement for the Title One funds from RPS 205.
 - e. Nathan Bryant would like to keep a tighter eye on items such as expenses and whether they go up or down.
 - f. Board authorized Mike to research engaging a consultant prior to negotiations with RPS 205 for a renewal charter agreement.
6. Annual Audit Quotes – Mike Williams
 - a. Mike Williams reviews the annual audit quotes with the Board.
 - i. ORBA – Twice as high as the other auditing firms.
 1. ORBA reduced their fee to \$29,000.00 when informed that other bids came in lower.
 2. ORBA's quote does not include travel and mileage, so that will be an added cost.
 - ii. Sikich – Does the majority of local governments in the area.
 1. Has the most experience with schools.
 2. Jen Hall suggested going with Sikich.

3. Carla Redd and Kenneth Cunningham suggest doing a 1 year contract.
4. Quote is for a three year agreement for \$18,500.00.
5. Add a material default that would allow for RCSO to cancel the contract.
6. Nathan Bryant would like to have the Auditors check the credit cards.
- iii. Nutty – Has the least experience with schools
- iv. Mike Williams recommends Sikich's quote of \$18,500.00 per year for 3 years.
- v. Board Approves Sikich for a three year contract, Roxanne to review the engagement agreement.

7. Executive Director's Report

- a. Staffing Report – Ms. Pierre
 - i. Two positions open. Confident that they will be able to fill these positions. They have two in house subs that will be able to hit the ground running until those positions are filled.
 - ii. Great turn out at meet the teacher night event. Lots of families showed up.
 - iii. At enrollment and at some grade levels there is a waiting list.
- b. Insurance
 - i. Mike Williams reported that RCSO is staying with the current insurance broker.
- c. Projects Status – Mike
 - i. Waiting on furniture for library improvement.
 - ii. Lighting brighter, lighting was upgraded with LED bright lights.
 - iii. Gas was smelled in the kitchen. This is going to be checked to make sure there is not a gas leak in the kitchen.
 - iv. Blacktop and getting wall up was main priority.
 - v. Intervention with students who are chronically late or missing school. Shavina is going to take the lead to find out why students are late or not making it into school.
 1. Mike Williams would like to look into purchasing a small bus to pick up students that are not able to get to school due to one or no vehicles. Wants to find a way to pick up the kids to get them to school.
 2. Nathan Bryant suggested working something out with the Salvation Army to pick up the kids because they have two or three small buses that were donated.
 3. Need to make sure that insurance covers transportation for students.
- d. Evaluate K5 and K8.
 - i. Nathan Bryant believes we need help evaluating this and start moving on it.

8. Old Business

- a. Action Item # 1 - A Resolution of Rockford Charter School Organization, an Illinois Not For Profit Corporation Approving and Authorizing an Agreement with Creative Concrete & Landscape and Authorizing the Establishment of a Construction Escrow with Title Underwriters For the Payment of Contractors.
 - i. Motion to approve by Kenneth Cunningham, seconded by Carla Redd, Roll Call Vote, All Ayes, Motion Approved.
 - b. Action Item # 2 – A Resolution of the Rockford Charter School Organization, an Illinois Not For Profit Corporation Approving and Authorizing Agreements with Custom Playgrounds, Inc. and Gametime c/o Cunningham Recreation.
 - i. Motion to approve by Nathan Bryant, Seconded by Carla Redd, Roll Call Vote, All Ayes, Motion Approved.
9. New Business
10. Executive Session
- a. Motion to enter into Executive Session by Kenneth Cunningham, Seconded by Carla Redd. All aye.
 - b. Entered into the Executive Session at 12:14PM.
 - c. Executive Session ended at 12:16PM.
11. Adjournment – Motion by Nathan Bryant, Seconded by Scott Anderson. All aye. Meeting adjourned at 12:16PM.