

**Rockford Charter School Organization  
Board Meeting Minutes  
July 2, 2019  
11:30 a.m. – 1:00 p.m.**

1. Call to Order: 11:40 a.m.
  - a. Board Members Present –Nathan Bryant, Carla Redd and Scott Anderson
  - b. Also Present –Executive Director Michael Williams, Principal Shavina Pierre and Roxanne Sosnowski
  - c. Not Present – Jennifer Hall and Kenneth Cunningham
2. Public Comment – (5 Minutes if needed) - None
3. Approve of Consent Items – Motion by Board (1 Minute)  
(Members may request individual Consent Items to be pulled for discussion)
  - a. Minutes of Prior Board Meeting – 05/02/2019
    - i. No Additions or Corrections.
  - b. Executive Director's Report
    - i. There were some staff changes, some of the changes were involuntary, but everyone has been replaced.
    - ii. The curriculum is moving along with the changes that are coming through from the State Board.
    - iii. Rick Alyward found that there was a \$56,000 error in RCSO's favor with regard to per capita calculations and the funds have been remitted to RCSO.
    - iv. There have been many facility projects that have been completed.
    - v. The charter renewal is coming up. Galapagos and Legacy Charter Schools have been approved for a three year Charter Renewal Agreement from RPS 205.
    - vi. Attorney Sosnowski indicated that this is a different term than what has been given in the past. They have previously been given a 5 year renewal. This may be a challenge to get a 5 year renewal since the others have been given 3, but RCSO will ask for a 5 year renewal.
    - vii. Illinois Network of Charter Schools (INCS) has requested that Executive Director Williams to serve on a committee, that is comprised of a set of leaders from charter schools that understand the workplace policies. The committee will meet each month.

Scott Anderson moved to approve the consent items. Carla Redd seconded the motion. All Aye. Motion passed.

4. Committee Reports
  - a. Finance Committee – (15 Minutes)

Rick Aylward is not present at the meeting today, however, he presented a report and summary in the packet.

i. 2018-2019 YTD Budget Report (**Action Item**)

1. Discussion took place regarding the 2018-2019 Budget Report.
2. Scott Anderson moved to approve the 2018-2019 Budget Report. Carla Redd Seconded the motion.
3. A roll call vote was conducted:
  - a. Scott Anderson – Aye.
  - b. Carla Redd – Aye.
  - c. Nathan Bryant – Aye.
4. Motion passed.

ii. Resolution of the Board of Rockford Charter School Organization to approve establishment of accounts at Rockford Bank and Trust and the authorize the Board President, Executive Director and Finance Director to execute any documents necessary to establish the accounts. (**Action Item**)

1. Attorney Sosnowski stated that Rick Alyward has provided an analysis in the packet wherein he believes that a move from RCSO's current banking institution to Rockford Bank and Trust will provide an increase in interest income. RCSO Bylaws state that in order to make investments and choose an institution for funds that it be done by a Board Resolution.
2. Scott Anderson moved for approval on the changing of accounts by the Resolution. Carla Redd seconded the motion. All Aye. Motion passed.

iii. Discuss/Approve Revised FY 2019/2020 Budget (**Action Item**)

1. Scott Anderson indicated that the budget has not been reviewed by the finance committee.
2. Discussion took place as to whether the approval of the budget should be laid over. Executive Director Williams explained that without approval of the budget, RCSO could not pay their bills.
3. Nathan Bryant moved to amend the motion item and approve the 2019/2020 Budget for the first two months, but not the whole year so that the budget can be reviewed by the finance committee. Seconded by Scott Anderson.
4. Executive Director Williams indicated that there were a few construction items that needed to be completed before school starts. The approach to the parking lot has been crumbling, there are lighting projects that need to be finished on the 2<sup>nd</sup> and 3<sup>rd</sup> floor which will cost approximately \$16,000. The roof repairs are not needed at this time since it is a big ticket item and it should be discussed in finance committee. Student desks and chairs are needed for Kindergarten-5 students expansion. Tuck pointing has been a major issue due to the brick starting to crumble. The PA System is not working and that will cost approximately \$13,000. The elevator has been on the list for the last few year.
5. Executive Director Williams requested that if the budget is only going to be approved for 2 months that it includes the following

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5. Executive Director Williams requested that if the budget is only going to be approved for 2 months that it includes the following

items to be completed: cement approach, the LED Lighting project, the classroom furniture, and the PA System.

6. Principal Pierre indicated that the PA System is a security issue because currently they have to rely upon a two-way radio and if they are in a loud area they may not hear the radio. The PA system now consists of phones.
7. Executive Director Williams stated that the items that are included in the Facility and Maintenance line item of the budget are the front stoop, roof repairs, gutter and down spouts, and the curtains.
8. Scott Anderson stated that the finance committee can communicate by email and they can get back to everyone on the board regarding the budget by the July 12, 2019.
9. Scott Anderson moved to amend the original motion made by Nathan Bryant to include approving the 2 month FY Budget 2019-2020 with the addition that the Facility and Maintenance budget be included in the 2 month allocation and would have an approval of \$106,000 specifically for parking at \$12,000, lighting at \$16,000, desk and chairs at \$50,000, tuck pointing at \$10,000, PA System at \$13,000 and the Front Stoop at \$5,000. Nathan Bryant seconded the motion.
10. A roll call vote was conducted:
  - a. Scott Anderson – Aye.
  - b. Carla Redd – Aye.
  - c. Nathan Bryant – Aye.

Motion passed.

iv. Review – 2019-2020 Facility Projects (**Action Item**)

1. This item was discussed as a part of the 2019-2020 Budget.

5. Closed Session – (**10 Minutes**)

Executive Session began at 12:08 p.m.

- a. Personnel – 5 ILCS 120/2 (c) 5
- b. Possible Litigation – 5 ILCS 120/2 (c) 4

Executive Session ended at 12:50 p.m.

6. Action Items

- a. Closed Session Items – If action is necessary (1 Minute)
  - i. The two remaining employment agreements (for Principal Pierre and Executive Director Williams) will be revised and returned to Executive Director Williams and Principal Pierre from Attorney Sosnowski.
- b. RCSO Board – Nomination and Election of Officers (10 Minutes)
  - i. Discuss/Approve Resolution Electing Officers for the Board of Rockford Charter School Organization
    - a. Discussion took place regarding when to hold election of board members.
    - b. Elections will be laid over to the next board meeting.

- c. Discussion took place regarding additional potential members to be added on the Board.
- d. Attorney Sosnowski stated that the Illinois General Assembly recently passed legislation that requires that board members participate in training. Attorney Sosnowski is monitoring this and will advise when the legislation goes into effect.
- e. Attorney Sosnowski also stated that there is now a requirement that there be a parent board member on the Charter School Board beginning next year for 2020. Principal Pierre will identify possible candidates and will bring information to the Board on adding a current parent to the Board.

7. Old Business – Discussion MAP TEST RESULTS (10 Minutes)

- a. Principal Pierre provided the MAP test results. A goal was set for 10 point increase for all grade levels which would be a 30 point increase for everyone except for Kindergarten because it was their first year taking the test.
  - i. Winter Scores for Kinder Reading and Math were at 28 and 35. At the end of the school year the scores were at 35 and 40 for Kinder. At least 43% in reading and 65% in math and 35% for both that grew 10 points or more.
    - 1. All Kinders are ready for first grade in math and reading.
  - ii. First grade started at 24 and 39 percent and doubled in math and reading with that goal.
- b. Principal Pierre set goals to achieve
  - i. First goal is keeping the rigor and academic bar to IAR testing as well as NWEA. The school now has a director to make sure the teachers have all necessary professional development they need to be successful.
    - 1. Making sure Jackson has more qualified teachers on staff unless uncertified teaching staff, which are the Art and P.E. instructors.
    - 2. Global Start program is currently going on, but have about 35-40 kids enrolled in summer school which include 4 students who were not able to pass without going to summer school, as well as the other students who are getting a jump start on the school year.
  - ii. Climate and culture in the classrooms and safety for the students. Now have a Dean of climate and culture who will oversee climate and culture as well as student support and discipline. He has a heavy SEL background; used to be a school counselor in a behavioral school. Student support will now be held under him instead of Ms. Wallen.
  - iii. Partnership with RVC and Shavina has put together a proposal with them for global leadership experience to help students identify career paths that they would possibly be interested in.
  - iv. Shavina hired a family and community engagement specialist to ensure that students are at school. The specialist will help with resources for students. She will be putting together a truancy and attendance program for students who do not come to school. She will do home visits and put contracts together to ensure that students come to school.

8. Next Board Meeting Date (Specify) –