

**Rockford Charter School Organization  
Board Meeting Minutes  
February 18, 2021**

**Meeting Held VIA Microsoft Teams Pursuant to COVID-19 Executive Order No. 16**

1. Call to Order – 11:59 a.m.

Present: Kenneth Cunningham, Carla Redd, Scott Anderson, Anisha Grimmertt, Principal Shavina Baker, Rick Aylward and Attorney Roxanne Sosnowski

Not Present: Antonio Turner, Jay Ware

2. Approval of Agenda

- a. Motion to Approve Agenda made by Anisha Grimmertt and seconded by Scott Anderson.
- b. Roll Call Vote:
  - i. Kenneth Cunningham – Aye.
  - ii. Scott Anderson – Aye.
  - iii. Anisha Grimmertt – Aye.
  - iv. Carla Redd – Aye.
- c. All aye. Motion passed.

3. Principal's Report

- a. Building & Facilities Update
  - i. Principal Baker stated that they have received two bids for the roof. The bidding process was closed on Monday, February 15, 2021 and Principal Baker has been in contact with the insurance adjuster to ensure they have enough time to repair the roof in the spring as the polar vortex is prohibiting any immediate roof repairs.
- b. Technology Needed for Staff – Apple Quote
  - i. Principal Baker is seeking approval for new technology devices for teachers as some of the technology that they have dates back to 2010 and 2011. The cost for this is \$21,240.00.
- c. Marketing – Kinder Enrollment, Ongoing Enrollment, 2021-2022 Enrollment
  - i. Principal Baker stated that they did make two new commercials and they have begun the enrollment process and the intent to return for the 2021-2022 school year.
  - ii. Principal Baker stated that they have begun their radio spots with WYRB and 97 ZOK and billboards will continue to be put up around the City with a new focus near Constance Lane.

- d. A Motion to authorize expenditure of an amount not to exceed \$22,000.00 for technology needs from Apple and to authorize Principal Baker to sign any related documents thereto was made by Scott Anderson and seconded by Anisha Grimmett.
  - i. Roll Call Vote:
    - 1. Kenneth Cunningham – Aye.
    - 2. Scott Anderson – Aye.
    - 3. Anisha Grimmett – Aye.
    - 4. Carla Redd – Aye.
  - ii. All aye. Motion passed.
- e. Kenneth Cunningham inquired how they would compare testing data. Principal Baker stated that they have a partnership with ECRA and she is looking at data from fall to fall, fall to spring and fall to winter. The upcoming testing in spring will be compared to winter test results.
- f. Anisha Grimmett stated that they are working with the park district to bring summer learning to kids and they are fundraising to try to help with the testing scores within the district.

#### 4. Finance Committee Report

##### a. YTD Budget to Actuals

- i. Rick Aylward stated that RCSO was \$314,000.00 short in revenue mostly due to enrollment not being where the projected number was. Out of the \$314,000.00, about \$301,000.00 was part of the per capita tuition. There is a new line item called Cares Act, which is additional funding that is generated for supplies, wages, and anything that can be tied into COVID-19.
- ii. Rick Aylward stated that they are a little more than \$400,000.00 ahead in expenditures which offsets the deficit in revenue.
- iii. Rick Aylward stated that RCSO is \$93,000.00 overall ahead of their projected budget.

##### b. YTD Cashflow Update

- i. Rick Aylward stated that RCSO had \$1,754,000.00 in its bank account at the end of January which puts RCSO ahead by \$153,000.00.
- ii. Rick Aylward stated that he will have a budget for the next school year at the next Board Meeting in April.
- iii. Rick Aylward stated his belief that RCSO had not been getting the full PCTC payment and are only getting 97% of PCTC based on the payment statements. He stated that when you look at the new renewal agreement, the wording is all the same as before. Mr. Aylward indicated that the District has previously stated that RPS is computing the PCTC payment the way that they believe is the correct way to

compute it. Attorney Sosnowski stated that if RPS is basing the payment off of 97% of average daily enrollment, in her legal opinion, this may not meet the terms of the Charter Agreement. Attorney Sosnowski stated that the District has previously explained that the District was calculating PCTC out at either 97% of enrollment or 100% of attendance, then, based on whichever number was higher, remitting that payment to RCSO less the true up of creditable pupil attendance days.

iv. Anisha Grimmertt inquired as to whether we had ever gotten their legal department involved in the conversation. Attorney Sosnowski stated that she had sent Lori Hoadley a letter in 2019 regarding the issue and that Attorney Hoadley responded with the District's explanation. Attorney Sosnowski will follow up with Lori Hoadley regarding the matter.

5. Approval of Regular Board Meeting Minutes of December 17, 2020

- a. Motion to approve the regular Board Meeting Minutes of December 17, 2020 made by Anisha Grimmertt and seconded by Scott Anderson.
- b. Roll Call Vote:
  - i. Kenneth Cunningham – Aye.
  - ii. Scott Anderson – Aye.
  - iii. Anisha Grimmertt – Aye.
  - iv. Carla Redd – Aye.
- c. All aye. Motion passed.

6. Public Comment – None.

7. New Business – None.

8. Executive Session – Personnel (if needed) – None

9. Update on Required Board Member Training

- a. Carla Redd stated that she has started her training, but has not completed it yet.
- b. Attorney Sosnowski stated that all of the training that is available through IASB is all online so Board Members can take them at their leisure. All training must be completed by the end of the year.
- c. Scott Anderson inquired as to what the requirement was regarding the number of hours. Attorney Sosnowski stated that the requirement is four hours that can be broken up.

10. Adjournment: Motion by Carla Redd and seconded by Anisha Grimmertt.

- a. Roll Call Vote:

- i. Kenneth Cunningham – Aye.
  - ii. Scott Anderson – Aye.
  - iii. Anisha Grimmett – Aye.
  - iv. Carla Redd – Aye.
- b. Meeting adjourned at 12:33 p.m.

Next Board Meeting: **April 15, 2021 at 11:30 a.m. (meeting will be held virtually if allowed under Executive Order)**

