

Rockford Charter School Organization Board Meeting Minutes

August 18, 2022 11:30 a.m. – 1:00 p.m.

Jackson Charter School, 315 Summit Street, Rockford, IL 61107

In Person Meeting

1. Call to Order – 11:23 a.m.
 - a. Present: Kenny Cunningham, Jay Ware, Tamir Bell, Jacob Bradt, Antonio Turner, Executive Director Emily Wallen, Director of Climate & Culture Starla Copeland, Rick Alyward, Angie Smelter, Attorney Roxanne Sosnowski
 - b. Not Present: Anisha Grimmett, Carla Redd
2. Approval of Agenda
 - a. A motion to approve the agenda was made by Tamir Bell and seconded by Jacob Bradt.
 - i. Roll Call Vote:
 1. Jacob Bradt – Aye.
 2. Antonio Turner – Aye.
 3. Tamir Bell – Aye.
 4. Kenny Cunningham – Aye.
 5. Jay Ware – Aye.
 - ii. All aye. Motion passed.
3. Approval of Regular Board Meeting Minutes of July 21, 2022.
 - a. A motion to approve the Regular Board Meeting Minutes of July 21, 2022 was made by Tamir Bell and seconded by Antonio Turner.
 - i. Roll Call Vote:
 1. Jacob Bradt – Aye.
 2. Antonio Turner – Aye.
 3. Tamir Bell – Aye.
 4. Kenny Cunningham – Aye.
 5. Jay Ware – Aye.
 - ii. All Aye. Motion passed.
4. Public Comment – None.
5. New Business
 - a. Discuss/Approve the authorization of employment contract with Starla Copeland for Director of Climate and Culture position.
 - i. A motion to approve the authorization of employment contract with Starla Copeland for Director of Climate and Culture position was made by Tamir Bell and seconded by Jacob Bradt.
 1. Roll Call Vote:
 - a. Jacob Bradt – Aye.
 - b. Antonio Turner – Aye.
 - c. Tamir Bell – Aye.
 - d. Kenny Cunningham – Aye.
 - e. Jay Ware – Aye.
 2. All Aye. Motion passed.

- b. Discuss Family and Community Engagement Specialist (School Social Worker) position and status update.
 - i. Executive Director Wallen advised the Board that upon review of the School Social Worker and the Family and Community Engagement Specialist positions, Executive Director Wallen found that the school only needed a school social worker 3 times per week to work with the special education case load. For this reason, Executive Director Wallen felt that the school social worker position could be combined with the Family and Community Engagement Specialist position. Executive Director Wallen advised that combining these positions would provide several benefits for the school.
 - ii. Executive Director Wallen advised the Board that she posted the revised job description for the Family and Community Engagement Specialist on Indeed and has received multiple candidates for the position so it is promising.
 - iii. Antonio Turner inquired as to what Executive Director Wallen was looking for in terms of a salary range. Executive Director Wallen advised that she increased the salary range to between \$60,000 and \$80,000.
 - iv. Dr. Cunningham inquired as to what a typical School Social Worker salary range is in this area. Executive Director Wallen stated that typically the salary ranges from between \$55,000 and \$70,000 in the public school system in Rockford.
 - v. Jacob Bradt inquired as to what the range was for both positions combined. Executive Director Emily Wallen advised that the Family and Engagement and Community Specialist salary was \$38,000 and the Social Worker Salary was \$60,000 to \$80,000.
 - vi. Jacob Bradt inquired as to what Executive Director Wallen's projection was to having the Family and Engagement Community Specialist's position filled. Executive Director Wallen advised that she projected the position to be filled within the next two to four weeks.

6. Executive Director's Report

- a. Executive Director Emily Wallen presented her Executive Director's Report to the Board. Enrollment is currently at 203 students for the upcoming school year. All teacher positions have been filled, and the new teachers had their training completed last week. Executive Director Wallen advised the Board that the school is seeking a paraprofessional to float between classrooms in grades Kindergarten through Second.
- b. Executive Director Wallen advised the Board that the Director of Climate and Culture, Starla Copeland started with RCSO this week and is becoming acclimated to the Jackson way and has been working with Ms. Smelter and Executive Director Wallen to get up to speed on policies and procedures.
- c. Executive Director Wallen advised the Board that the preliminary IAR data was lower than the final actual results. The initial data advised that the 5th Grade ELA metrics that met or exceeded expectations were at only 15%, however, it was actually 27.3%. Executive Director Wallen met with Travis Wolfe and went over the data with him and he was very impressed with the increase.
- d. Executive Director Wallen stated that during her meeting with Travis Wolfe, she and Ms. Smelter were very open about their student data and spoke about what they were doing for additional support. They spoke about the Charter Renewal process and went over the professional standards that are included in the Charter

Agreements.

- e. Executive Director Wallen advised the Board that marketing for the upcoming year is going to focus on what a global leader looks like. Executive Director Wallen stated that Astute Web Group will be updating the website. Executive Director Wallen advised the Board that she spoke with 13 WREX and received previous outlines of marketing plans and she is reviewing those to see if RCSO wants to proceed with those plans.
7. Finance Committee Report
- a. Rick Aylward presented the Finance Committee Report to the Board. Mr. Aylward advised the Board that the cash position was at \$1.8 million and RCSO should receive their first payment from RPS 205 at the end of this month. Expenditures were \$50,000 under budget.
 - b. Rick Aylward reminded the Board that they were more conservative with the enrollment budget and used 190 for their enrollment number and they are currently above that which will help offset any additional costs.
8. Adjournment
- a. A motion to adjourn was made by Tamir Bell and seconded by Jacob Bradt.
 - i. Roll Call Vote:
 1. Jacob Bradt – Aye.
 2. Antonio Turner – Aye.
 3. Tamir Bell – Aye.
 4. Kenny Cunningham – Aye.
 5. Jay Ware – Aye.
 - ii. All Aye. Motion passed. Meeting adjourned at 11:53 a.m.

Next Board Meeting: October 20, 2022 at 11:30 a.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)