

**Rockford Charter School Organization Special Board Meeting Minutes  
January 19, 2023 11:30 a.m. – 1:00 p.m.  
Jackson Charter School, 315 Summit Street, Rockford, IL 61107  
In-Person Meeting**

1. Call to Order – 11:40 a.m.
  - a. Present: William Cunningham, Carla Redd, Jacob Bradt, Tamir Bell, Antonio Turner (left at 12:33 p.m.), Emily Wallen, Executive Director, Angie Smelter, Director of Data and Instruction, Starla Copeland, Director of Climate and Culture, Attorney David Kurlinkus
  - b. Absent: Anisha Grimmett
2. Approval of Agenda
  - a. A motion to approve the agenda was made by Carla Redd and seconded by Jacob Bradt.
    - i. Roll Call Vote:
      1. William Cunningham – Aye.
      2. Carla Redd – Aye.
      3. Jacob Bradt – Aye.
      4. Tamir Bell – Aye.
    - ii. All ayes. Motion passed.
3. Approval of Regular Board Meeting Minutes of December 15, 2022.
  - a. A motion to approve the Regular Board Meeting Minutes of December 15, 2022 was made by Jacob Bradt and seconded by Tamir Bell.
    - i. Roll Call Vote:
      1. William Cunningham – Aye.
      2. Carla Redd – Aye.
      3. Jacob Bradt – Aye.
      4. Tamir Bell – Aye.
    - ii. All ayes. Motion Passed.
4. Public Comment - None
5. New Business
  - a. Discuss/Review SchoolWorks Renewal Site Visit Report regarding RCSO Charter Renewal
    - i. Executive Director Wallen advised the Board that on November 9<sup>th</sup> and 10<sup>th</sup> Jackson Charter School had their site visit with SchoolWorks and Rockford Public Schools. A written report of the site visit has been received showing how Jackson Charter School scored. Executive Director Wallen explained

that all four domains of the report placed Jackson Charter School in a level 2 – Developing range, which is in contrast to the 2019 site visit report which included several Not Effective ratings that were received at the previous site visit. Executive Director Wallen advised that there changes to the report include under the domain regarding educators opportunity to learn the rating changed from effective to developing, which demonstrated a decrease in performance rating in that area. Changes also occurred within the domain regarding leadership and governance rating from effective to developing. Executive Director Wallen advised the Board that Jackson Charter School has moved from many areas that were Not Effective that are now Developing. Executive Director Wallen advised that Board that in response to this report, they have begun to come up with interventions of how they plan to target those areas.

- ii. Dr. Cunningham stated that something he thinks the Board should incorporate and think about is the concept that the teachers are using data to drive their processes. Dr. Cunningham advised that the Board should incorporate that same data and use the same data to set goals for Jackson Charter School going forward.
- iii. Executive Director Wallen advised that she met with Dr. Jarrett on January 3, 2023 and advised that next steps for Charter Renewal and talking about data. She advised that she addressed the fact that Jackson Charter School is measured on IAR data, however, the school does not get those results until a whole year has passed and Jackson Charter School cannot use that data to drive their instruction and they ended up speaking about the importance of MAP testing.
- iv. Jacob Bradt asked for clarification on how the report measures for success on these data points. Executive Director Wallen advised that the key questions that SchoolWorks refers to and they articulate what has been observed at the School and it does not mean that some of these things are not happening, SchoolWorks just did not observe it at the time of their visit. The commentary is based on what SchoolWorks did observe.
- v. Angie Smelter advised that there were certain areas in the SchoolWorks report that she felt were inconsistent with their walk throughs that were missed because SchoolWorks was late to the lesson or they left the lesson early and they did not observe the key points of the lessons. Angie Smelter advised that this was a minor point, and overall they believe the report to be relatively accurate, but there are inconsistencies that she sees just from being in the classroom.
- vi. Carla Redd inquired as to what the time frame was from when the in-house walk through was conducted to when the SchoolWorks walk through took place and if the school knew that there were deficiencies there. Executive Director Wallen advised that informal walk throughs were done at the beginning of the year and again prior to the SchoolWorks visit.
- vii. Antonio Turner asked if teachers were observed monthly. Executive Director Wallen confirmed and stated that she tries to go on times that are not structured where teachers pull groups so that they can see how it is going and get an authentic assessment of what is actually happening in the classroom.
- viii. Carla Redd inquired as to how many classrooms have teacher aids.

Executive Director Wallen advised that each grade level has a teacher aid with the exception of 5<sup>th</sup> grade and 2<sup>nd</sup> grade, but there is a teacher aid that floats to 2<sup>nd</sup> grade.

- ix. Carla Redd inquired if there was any thought process of assigning someone to the assessors when they are at the school for a site visit that can explain the gaps that the assessors have no knowledge of.
- x. Antonio Turner advised that this would also validate if the assessor comes into the classroom late then the person assigned can advise them of what has already taken place and this is where the class is because the teacher is teaching and is not going to stop to tell them what has been done.

#### 6. Executive Director's Report

- a. Executive Director Wallen presented the Executive Director's Report to the Board. Enrollment is at 225 students. In the month of December, a 1<sup>st</sup> grade teacher resigned and a replacement has been hired and began working on January 9, 2023. The new teacher is certified to teach and has experience working with students. Also at the end of December, a Special Ed teacher resigned and that position has not been filled at this time and until that position is filled the services are being covered by Ms. Snider, the Special Ed Case Manager and Ms. Bumfrey, another Special Ed teacher.
- b. Executive Director Wallen advised the Board that a report had been prepared by ECRA that has broken down the growth data for grades 4 and 5 because they had data from those students from the previous year which is based on Map and NWEA data. The growth effect for mathematics was in the average range, while in reading Jackson Charter School had a positive .35 in growth data.
- c. Executive Director Wallen advised the Board that when looking at the data based on demographics, there was above average growth in reading in all areas with the exception of the Hispanic students, who were at average growth.
- d. Antonio Turner inquired if Jackson Charter School was providing resources to parents to help them understand math and English that way they can better help their students. Executive Director Wallen advised that she has personally referred to some families to the Literacy Council for that assistance and the ELL teacher refers new comers to the New Comer Association so that there is an area where they can get some of that help.
- e. Carla Redd inquired what data Rockford Public Schools wanted from the last charter renewal. Executive Director Wallen advised that when Dr. Jarrett came to visit she did speak with him about IAR data and MAP data and the importance of MAP data, but Rockford Public Schools predominantly looks at IAR data.
- f. Carla Redd inquired as to what extra work looks like for students that were affected by hybrid learning models because they are going to continue to be behind if there is not some extra push to get them to where they need to be. Angie Smelter advised that one of the things Jackson has put into place is an interventionist that focuses mostly on 2<sup>nd</sup> and 3<sup>rd</sup> grade because that is where the gap is larger than in other grade levels. Executive Director Wallen also advised that she was working with Rick Aylward to see if Jackson Charter School has it within their budget to hire a third interventionist.
- g. Angie Smelter presented historical data for each grade level for the school for reading and math.
- h. Executive Director Wallen present the SIP Plan goals to the board. The first goal

is that by the end of this school year that 75% or more of the students would meet or exceed grade level proficiency on the NWEA Map Reading Assessment. The second goal is that 75% or more students would meet or exceed grade level proficiency in the area of mathematics. The third goal is that the average daily attendance increase to 95%.

- i. Dr. Cunningham inquired as to where Jackson Charter School was at currently for each of the goals presented. Executive Director Wallen advised that currently Jackson Charter School students were at 40% for reading.
- j. Starla Copeland advised the Board that to ensure that this goal is obtainable they plan to do more walk throughs and more checking to make sure that the continuums and resources that teachers are supposed to be using are being used.
- k. Carla Redd stated that it would be hard to approve SIP goals until the Board had the final data.
- l. Executive Director Wallen advised that she has a meeting with Dr. Jarrett on January 26, 2023 regarding charter renewal, where Dr. Jarrett will outline next steps in the charter renewal process and to answer any questions that Jackson has at that time. Executive Director Wallen requested that the Board email any questions that they have prior to her meeting with Dr. Jarrett so that she can address some of those questions.
- m. Carla Redd recommended that Executive Director Wallen reach out to Attorney Sosnowski regarding next step outlines were from prior meetings with Dr. Jarrett that were previously pointed out prior to her meeting with Dr. Jarrett.
- n. Executive Director Wallen advised that they are continuing to work with Helm to address issues with the boiler, they do not yet know what the overall cost is going to be, but they do know that it will be high.
- o. Executive Director Wallen advised that 97 ZOK began a radio campaign for open enrollment for the 2023-2024 school year. The campaign will be on both live radio and online. Beginning February 6, 2023, Lamar will be posting new Jackson Charter School Billboards with the message emphasizing open enrollment.
- p. Executive Director Wallen advised that she has been working on getting bids for the different marketing agencies and provided the board with a list of the companies that she has reached out to and that she is waiting on bids from.
- q. Tamir Bell advised that he sent an email to Executive Director Wallen, Attorney Sosnowski and Dr. Cunningham that he withdraws from the proposal process.
- r. Executive Director Wallen advised the Board that Jay Ware has resigned from the Board of Directors due to health issues.

## 7. Old Business

- a. Discuss/Approve SIP Plan
  - i. Dr. Cunningham advised that the discussion previously taken place indicated that this item would be tabled until additional data was received.
  - ii. A motion to table the SIP Plan was made by Carla Redd and seconded by Jacob Ware.
    1. Roll Call Vote:
      - a. William Cunningham – Aye.
      - b. Carla Redd – Aye.
      - c. Jacob Bradt – Aye.

- d. Tamir Bell – Aye.
    2. All ayes. Motion Passed.
  8. Executive Session – Personnel (if needed)
    - a. A motion to enter Executive Session was made by Jacob Bradt and seconded by Tamir Bell.
      - i. Roll Call Vote:
        1. William Cunningham – Aye.
        2. Carla Redd – Aye.
        3. Jacob Bradt – Aye.
        4. Tamir Bell – Aye.
      - ii. All ayes. Motion Passed. Entered Executive Session at 12:38 p.m.
    - b. A motion to exit Executive Session was made by Carla Redd and seconded by Jacob Bradt.
      - i. Roll Call Vote:
        1. William Cunningham – Aye.
        2. Carla Redd – Aye.
        3. Jacob Bradt – Aye.
        4. Tamir Bell – Aye.
      - ii. All ayes. Motion Passed. Executive Session ended at 12:57 p.m.
  9. Adjournment
    - a. A motion to adjourn was made by Carla Redd and seconded by Jacob Bradt.
    - b. A motion to exit Executive Session was made by Carla Redd and seconded by Jacob Bradt.
      - i. Roll Call Vote:
        1. William Cunningham – Aye.
        2. Carla Redd – Aye.
        3. Jacob Bradt – Aye.
        4. Tamir Bell – Aye.
      - ii. All ayes. Motion Passed.
    - c. Meeting adjourned at 12:58 p.m.

**Next Board Meeting: February 16, 2023 at 11:30 a.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)**