

**Rockford Charter School Organization Special Board Meeting Minutes
March 7, 2024
11:30 a.m.
Jackson Charter School, 315 Summit Street, Rockford, IL 61107
In-Person Meeting**

1. Call to Order – at 11:38 a.m.
 - a. Present: William Cunningham, Tamir Bell, Anisha Grimmett, Ricardo Montoya Picazo, Executive Director Emily Wallen, Finance Director Rick Aylward, Attorney David Kurlinkus
 - b. Not Present: Jacob Bradt, Antonio Turner, Carla Redd
2. Approval of Agenda
 - a. A motion to approve the agenda was made by Ricardo Montoya Picazo and seconded by Anisha Grimmett.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
3. Approval of Board Meeting Minutes of December 21, 2023.
 - a. A motion to approve the Approval of Board Meeting Minutes of December 21, 2023, was made by Ricardo Montoya Picazo and seconded by Anisha Grimmett.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
4. Public Comment – None.
5. New Business

Discussion took place regarding amending the agenda to only discuss item (d) discuss/approve for Finance Director, Rick Aylward to apply for a bank credit card to replace the American Express card and executive session. All other items on the agenda are to be laid over to another meeting.

 - a. Discussion on Salary Schedule and Certified/Non-Certified Staff
 - i. Topic to be laid over to another meeting.
 - b. Discuss/Approve Appointment of New Board Member to RCSO Board
 - i. Topic to be laid over to another meeting.
 - c. Executive Director and Ms. Smeltzer presentation regarding enrollment data, historical enrollment data, withdrawal data, truancy rates, staff demographic data, students' current levels of performance (NWEA and IAR), and designation of Jackson Charter School.
 - i. Topic to be laid over to another meeting.
 - d. Discuss/Approve for Finance Director, Rick Aylward to apply for a bank credit card to replace the American Express card.
 - i. Finance Director, Rick Aylward explained that he would like to look into terminating the American Express Card and replacing it with a Visa credit card. He stated that American Express is not taken everywhere and that can be

inconvenient at times. He explained that the school's bank has a credit card program and that this is a good time to get a normal Visa card. Finance Director Aylward reminded the Board that there will be cards for a limited few who need them.

1. A motion to approve for Finance Director, Rick Aylward to apply for a bank credit card to replace the American Express card was made by Tamir Bell and seconded by Anisha Grimmett.
 - a. Voice Vote: All members voting aye.
 - b. Motion passed.
6. Old Business
 - a. Discuss/Approve performance-based bonus policy for administrators.
 - i. Topic to be laid over to another meeting
7. Marketing Committee Report
 - a. Topic to be laid over to another meeting.
8. Executive Director's Report
 - a. Topic to be laid over to another meeting.
9. Finance Committee Report
 - a. YTD Budget to Actuals
 - i. Topic to be laid over to another meeting.
 - b. YTD Cashflow Update
 - i. Topic to be laid over to another meeting.
10. Executive Session – (if needed)
 - a. Personnel - Go into Closed Session to Review Closed Session Minutes and to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.
 - i. A motion was made to enter executive session by Ricardo Montoya Picazo and seconded by Anisha Grimmett.
 1. Roll Call Vote:
 - a. William Cunningham – Aye.
 - b. Tamir Bell – Aye.
 - c. Anisha Grimmett – Aye.
 - d. Ricardo Montoya Picazo – Aye.
 2. All ayes. Motion passed. Entered into executive session at 11:43 a.m.
 - ii. A motion was made to exit executive session was made by Tamir Bell and seconded by Anisha Grimmett.
 1. Roll Call Vote:
 - a. William Cunningham – Aye.
 - b. Tamir Bell – Aye.
 - c. Anisha Grimmett – Aye.

- d. Ricardo Montoya Picazo – Aye.
 2. All ayes. Motion passed. Exited executive session at 12:04 p.m.
 3. Ricardo Montoya Picazo exited the meeting at 12:04 p.m.
11. Adjournment – There was no motion or second to adjourn the meeting. Meeting was adjourned by Board President William Cunningham at 12:05 p.m.

Next Board Meeting: March 26, 2024, at 5:30 p.m. (Meeting will be held in-person at Sosnowski Szeto, LLP, 6735 Vistagreen Way, Ste. 300, Rockford, IL 61107)