

**Rockford Charter School Organization Special Board Meeting Minutes  
March 20, 2025  
8:30 a.m.  
Jackson Charter School, 315 Summit Street, Rockford, IL 61107  
In-Person Meeting**

1. Call to Order – at 8:35 a.m.
  - a. Present: Erika Hannah, Tamir Bell, La’Keshia Wingo, William Cunningham, Anisha Grimmett (entered at 8:38 a.m.), Carla Redd (entered at 8:41 a.m.), ElevatED Spaces, LLC, Consultant Shenita Johnson, Sikich Auditor Leary Morris, Interim Principal Dr. Ebony Wrenn, Finance Director Rick Aylward, Interim Director of Teacher Development, Leoanny De La Cruz Warren (entered at 8:55 a.m.), Attorney David Kurlinkus
2. Approval of Agenda
  - a. A motion was made to approve the agenda by La’Keshia Wingo and seconded by William Cunningham.
    - i. Voice Vote: All members voting aye.
    - ii. Motion passed.
3. Approval of Board Meeting Minutes for February 20, 2025
  - a. A motion was made to Approve the Board Meeting Minutes for February 20, 2025, by La’Keshia Wingo and seconded by Erika Hannah.
    - i. Voice Vote: All members voting aye.
    - ii. Motion passed.
4. Public Comment – None.
5. Finance Committee Report/Finance Manager Report
  - a. YTD Budget Actuals
    - i. Anisha Grimmett entered the meeting at 8:38 a.m.
    - ii. Finance Director Aylward stated that the school is currently \$873,763.41 ahead of budget. He stated that the school is also under budget by \$162,617.36 in terms of expenditures.
  - b. YTD Cashflow Update
    - i. Finance Director Rick Aylward stated that the bank account is currently at \$4,067,684.77. He noted that long-term liabilities are at \$912,720.34.
6. New Business
  - a. Presentation of Audit Report by Sikich, LLP
    - i. Leary Morris stated that Sikich’s responsibility as the school’s auditor is to form and express an opinion about the financial statements prepared by Management, with the oversight of the school. She stated that this is to ensure that financial statements are materially correct, are fairly presented, and conform with U.S. GAAP.

- ii. Leary Morris stated that Sikich also forms and expresses an opinion about whether certain supplementary information is fairly stated in relation to the financial statements as a whole.
  - iii. Leary Morris also informed the Board that Sikich will report material federal awards non-compliance related to certain provisions of laws, regulations, contracts, and grant agreements, as well as significant deficiencies, including material weaknesses, in internal control over financial reporting.
  - iv. Leary Morris stated that the Board is responsible for overseeing the strategic direction of the Organization and its obligations related to the accountability of the Organization. She stated that the Board is also responsible for overseeing the financial reporting process. In addition, the Board is responsible for informing Sikich of any suspected fraud or other matters that are relevant to the audit.
  - v. Leary Morris informed the Board that Management is responsible for preparing and fairly presenting financial statements in conformity with U.S. GAAP, as well as designing, implementing, evaluating, and maintaining effective internal control over financial reporting. She further explained that Management is also responsible for communicating significant accounting and internal control matters to those charged with governance. Leary Morris stated that Management is to provide Sikich with unrestricted access to all persons and information relevant to the audit, as well as informing Sikich about fraud, illegal acts, significant deficiencies, and material weaknesses. She also stated that Management is responsible for adjusting the financial statements, including disclosures, to correct material weaknesses.
  - vi. For the independent auditor's report, Leary Morris stated that Sikich will be issuing an unmodified opinion. Regarding the internal control over financial reporting, Leary Morris stated that Sikich did find 2 material weaknesses. These included segregation of duties and oversight. Regarding compliance and other matters, Leary Morris reported that there were no instances of non-compliance found. For the report under applicable laws and regulations prescribed by administering agency, the Organization was found to be in compliance in all material aspects.
  - vii. Interim Director of Teacher Development, Leoanny De La Cruz Warren, entered the meeting at 8:55 a.m.
- b. Monthly Presentation by Consultant ElevatED Spaces, LLC
- i. ElevatED Spaces, LLC Consultant, Shenita Johnson, stated that Jackson Charter is in a strong financial position at the end of the current fiscal year. She reminded the Board that ESSER funds have expired, and Jackson Charter will run a deficit in FY2026.
  - ii. Consultant Johnson stated that considering the turnaround and the finding of fraudulent activity, elevatED spaces, LLC, recommends outsourcing financial services. Consultant Johnson stated that the recommendation would be to go with Charter School Business Management Services (CSBM).
  - iii. Consultant Shenita Johnson stated that both CSBM and Quattro Business Support would be strong providers for the school. She stated that CSBM team specializes in charter schools, while Quattro supports charter schools, as well as other non-profit organizations.
  - iv. Tamir Bell asked what Consultant Johnson would recommend the Board do regarding when the Board should make a decision on financial services. Consultant Johnson stated that the recommendation of elevatED spaces, LLC, would be to take action to allow the Board attorney to review the contracts and allow leadership

to enter into a contract with a service provider effective April. She stated that considering the material weaknesses and findings of fraud, elevatED spaces, LLC, would recommend more immediate action and not delay any action.

- v. William Cunningham asked how the proposals from CSBM and Quattro were obtained, whether RFPs were sent out, and how broad of a search was done to get proposals. Anisha Grimmett stated that she believed the proposals were acquired through word of mouth rather than the formal RFP process.
- vi. Carla Redd asked if anybody had spoken to other charter schools that are currently receiving services from CSBM or Quattro. She stated that she is curious about what their feedback would look like. Interim Principal, Dr. Wrenn, stated that she has worked with Quattro before. She stated that experience with Quattro was fine, but the organization that it was servicing is in a different financial situation than Jackson.
- vii. Anisha Grimmett asked Consultant Shenita Johnson if she acquired a list of other schools and if she has had a chance to speak with them and obtain feedback regarding the service providers. Consultant Shenita Johnson stated that she has worked with ReGeneration Schools and is familiar with their experience with CSBM. She stated that she has not spoken to charter schools specifically, but she is familiar with the schools that CSBM has worked with.
- viii. Carla Redd stated that she would feel more comfortable knowing that someone has spoken to the customers of these service providers to find out if they're getting the services that have been requested. Anisha Grimmett asked if there is a way to obtain customer feedback or customer satisfaction surveys from CSBM and Quattro to be able to give the Board a feel of the performance of these service providers. Consultant Shenita Johnson stated that elevatED spaces, LLC, can make the request for testimonials.
- ix. William Cunningham inquired whether there would still need to be an individual on site that can handle day-to-day financial needs. Consultant Shenita Johnson confirmed that there would need to be an individual on site, but the level of that support would be at a bookkeeper level position.
- x.
- c. Discuss/Approve Proposal from Leadership Edge, LLC for MTSS Systems and Structures Support
  - i. A motion was made to Approve Proposal from Leadership Edge, LLC for MTSS Systems and Structures Support by La'Keshia Wingo and seconded by Tamir Bell.
    - 1. Roll Call Vote:
      - a. Tamir Bell – Aye.
      - b. William Cunningham – Aye.
      - c. La'Keshia Wingo – Aye.
      - d. Carla Redd – Aye.
      - e. Anisha Grimmett – Aye.
      - f. Erika Hannah – Aye.
    - 2. All members voting aye. Motion passed.
- d. Discuss/Approve Proposal from Panorama Education for Student Success Platform
  - i. A motion was made to Approve Proposal from Panorama Education for Student Success Platform by William Cunningham and seconded by Anisha Grimmett.

1. Roll Call Vote:
    - a. Tamir Bell – Aye.
    - b. William Cunningham – Aye.
    - c. La’Keshia Wingo – Aye.
    - d. Carla Redd – Aye.
    - e. Anisha Grimmer – Aye.
    - f. Erika Hannah – Aye.
  2. All members voting aye. Motion passed.
- e. Discuss/Approve Proposal from Quattro Business Support Services for Accounting and HR Services
- i. A motion was made to lay over the Discussion/Approval of the Proposal from Quattro Business Support Services for Accounting and HR Services by Carla Redd and seconded by William Cunningham.
    1. Roll Call Vote:
      - a. Tamir Bell – No.
      - b. William Cunningham – Aye.
      - c. La’Keshia Wingo – Aye.
      - d. Carla Redd – Aye.
      - e. Anisha Grimmer – Aye.
      - f. Erika Hannah – Aye.
    2. Majority of members voting aye. Motion passed.
- f. Discuss/Approve Proposal from Charter School Business Management (CSBM) for Financial Management Services
- i. A motion to lay over the Discuss/Approve Proposal from Charter School Business Management (CSBM) for Financial Management Services was made by Carla Redd and seconded by Erika Hannah.
    1. Roll Call Vote:
      - a. Tamir Bell – No.
      - b. William Cunningham – Aye.
      - c. La’Keshia Wingo – Aye.
      - d. Carla Redd – Aye.
      - e. Anisha Grimmer – Aye.
      - f. Erika Hannah – Aye.
    2. Majority of members voting aye. Motion passed.
- g. Discuss/Approve 2025-2026 Jackson Charter School Calendar
- i. A motion was made to lay over the Discussion/Approval of the 2025-2026 Jackson Charter School Calendar by Carla Redd and seconded by La’Keshia Wingo.
    1. Voice Vote: All members voting aye.
    2. Motion passed.
- h. Discuss Dates for Annual Board Training with National Charter Schools Institute
- i. The Board asked that the Board attorney’s office to survey the Board for dates.
- i. Discuss/Approve GSF Contract for Building Cleaning and Maintenance Services

- i. The Board came to a consensus that they would like to see more than one proposal for cleaning and maintenance services.
    - 1. A motion was made to lay over the Discussion/Approval of the GSF Contract for Building Cleaning and Maintenance Services by Carla Redd and seconded by William Cunningham.
      - a. Voice Vote: All members voting aye.
      - b. Motion passed.
- 7. Old Business
  - a. Discuss/Approve Staff Management, Inc. Proposal for Human Resource Management Services
    - i. A motion to lay over the Discussion/Approval of the Staff Management, Inc. Proposal for Human Resource Management Services was made by Carla Redd and seconded by La’Keshia Wingo.
      - 1. Voice Vote: All members voting aye.
      - 2. Motion passed.
  - b. Discuss/Approve the Morrissey Family Business Proposal for Payroll Services
    - i. A motion was made to lay over the Discussion/Approval of the Morrissey Family Business Proposal for Payroll Services by Carla Redd and seconded by La’Keshia Wingo.
      - 1. Voice vote: All members voting aye.
      - 2. Motion passed.
- 8. Marketing Committee Report
- 9. Interim Principal Report
  - a. No presentation of report.
- 10. Director of Climate and Culture Report
  - a. No presentation of report.
- 11. Interim Director of Teacher Development Report
  - a. No presentation of report.
- 12. Executive Session – None.
  - 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.
- 13. Adjournment
  - a. A motion was made to adjourn the meeting by Anisha Grimmer and seconded by Carla Redd.
    - i. Voice Vote: All members voting aye.
    - ii. Motion passed. Meeting adjourned at 9:55 a.m.

**Next Board Meeting: April 17, 2025, at 11:30 a.m. (Meeting will be held in-person at Jackson**

**Charter School, 315 Summit Street, Rockford, IL 61107)**