

**Rockford Charter School Organization Special Board Meeting Minutes
April 30, 2025
8:00 a.m.
Jackson Charter School, 315 Summit Street, Rockford, IL 61107
In-Person Meeting**

1. Call to Order – at 8:05 a.m.
 - a. Present: Tamir Bell, William Cunningham, Erika Hannah, La’Keshia Wingo, Carla Redd (entered 8:13 a.m.), Jacob Bradt (Rockford Buzz), Interim Principal, Dr. Ebony Wrenn (entered at 8:07 a.m.), Director of Climate and Culture, Starla Copeland, Attorney Roxanne Sosnowski, Antonio Johnson (Gro Community)
 - b. Not Present: Anisha Grimmer
2. Approval of Agenda
 - a. A motion to approve the agenda was made by William Cunningham and seconded by La’Keshia Wingo.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
3. Approval of Board Meeting Minutes for March 20, 2025, April 2, 2025, and April 17, 2025.
 - a. A motion to Approve the Board Meeting Minutes for March 20, 2025, April 2, 2025, and April 17, 2025, was made by William Cunningham and seconded by La’Keshia Wingo.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
 - b. Dr. Ebony Wrenn entered the meeting at 8:07 a.m.
4. Public Comment
5. Marketing Committee Report
 - a. Jacob Bradt stated that the primary focus has been the turnaround story campaign. He informed the Board that an episode is filmed, edited, and released every 4-5 weeks. He stated that there have been 3 episodes that have gone live. Jacob Bradt explained that the page on the website has received 426 views, the YouTube channel has picked up 10 subscribers, and the total watch time is just shy of 13 hours. He stated that over the last 4 months, the school’s social pages have received just shy of 70,000 impressions and the follower count is at 1,266. He stated that engagement has increased about 53% over the last 4 months.
 - b. Carla Redd entered the meeting at 8:13 a.m.
6. New Business
 - a. Discuss/Approve Partnership Agreement with Cool Beans! Child Care and Providence Community Development Corporation for Summer Programming
 - i. Dr. Wrenn informed the Board that this would be a partnership with Providence for summer school. She stated that the goal is to have 100 students attending the

summer program. She explained that it is needed for academic enrichment. Dr. Wrenn stated that RPS is willing to look into providing transportation. She informed the Board that certified staff are to provide instruction, in which the staff would be paid \$30 per hour.

- ii. A motion was made to lay over the Discussion/Approval of the Partnership Agreement with Cool Beans! Child Care and Providence Community Development Corporation for Summer Programming by Carla Redd and seconded by La’Keshia Wingo.

- 1. Voice Vote: All members voting aye.

- 2. Motion passed.

- b. Discuss/Approve Potential New Rockford Charter School Organization Board Member, Jessica Iasparro

- i. A motion was made to Approve Potential New Rockford Charter School Organization Board Member, Jessica Iasparro by Carla Redd and seconded by La’Keshia Wingo.

- 1. Voice Vote: All members voting aye.

- 2. Motion passed.

- c. Discuss/Approve Engagement Agreement for Legal Services with Sosnowski Szeto, LLP

- i. A motion was made to Approve Engagement Agreement for Legal Services with Sosnowski Szeto, LLP, by Carla Redd and seconded by William Cunningham.

- 1. Roll Call Vote:

- a. William Cunningham – Aye.

- b. Erika Hannah – Aye.

- c. La’Keshia Wingo – Aye.

- d. Carla Redd – Aye.

- e. Tamir Bell – Aye.

- 2. All ayes. Motion passed.

- d. Monthly Presentation by Consultant ElevatED Spaces, LLC

- i. ElevatED Spaces, LLC, Consultant, Shenita Johnson explained that they are in the phase of prepping for charter renewal. She stated that ElevatED Spaces, LLC, suggests that in order to turnaround they confirm a range for a planned deficit no more than \$500,000, commit to focusing on contracts, personnel, and fundraising, and confirm the organizational structure and staffing model for FY26. She explained that personnel should be aligned with academics and align the functions of the school to make sure the school is operating as efficiently as possible.

7. Old Business

- a. Discuss/Approve Staff Management, Inc. Proposal for Human Resource Management Services

- i. Dr. Wrenn informed the Board that Staff Management, Inc. did give an updated proposal. She stated that it is cheaper than the original proposal.

- ii. A motion was made to lay over the Discussion/Approval of the Staff Management, Inc. Proposal for Human Resource Management Services by Erika Hannah and seconded by Carla Redd.

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 Erika Hannah and seconded by Carla Redd.
 1. Voice Vote: All members voting aye.
 2. Motion passed.
- c. Discuss/Approve Proposal from Quattrro Business Support Services for Accounting and HR Services
 - i. A motion was made to lay over the Discussion/Approval of the Proposal from Quattrro Business Support Services for Accounting and HR Services by Erika Hannah and seconded by Carla Redd.
 1. Voice Vote: All members voting aye.
 2. Motion passed.
- d. Discuss/Approve Proposal from Charter School Business Management (CSBM) for Financial Management Services
 - i. A motion was made to lay over the Discussion/Approval of the Proposal from Charter School Business Management (CSBM) for Financial Management Services by Erika Hannah and seconded by Carla Redd.
 1. Voice Vote: All members voting aye.
 2. Motion passed.
- e. Discuss/Approve 2025-2026 Jackson Charter School Calendar
 - i. A motion was made to Approve the 2025-2026 Jackson Charter School Calendar by La’Keshia Wingo and seconded by Erika Hannah.
 1. Voice Vote: All members voting aye.
 2. Motion passed.
- f. Discuss/Approve Employment Contract with Dr. Ebony Wrenn for the position of Principal
 - i. A motion was made to lay over the Discussion/Approval of the Employment Contract with Dr. Ebony Wrenn for the position of Principal by Erika Hannah and seconded by Carla Redd.
 1. Voice Vote: All members voting aye.
 2. Motion passed.
8. Interim Principal Report
 - a. Dr. Wrenn informed the Board that she has been attending professional development training. She stated that IAR testing has wrapped up and results will arrive in the fall. Dr. Wrenn stated that NWEA testing is in mid-May. She explained that there are currently 162 students returning, and 17 have not responded yet. She stated that there are 19 students on the waitlist for kindergarten, which is a full class.
 - b. Maintenance Manager Aaron Galassi informed the Board that the roof was last installed in 1996. He stated that the EPDM roofs are only set to last around 20 years. He stated that the roof has been maintained well, which extended its life, but it is time to get the roof repaired. He estimates the costs to be around \$250,000-\$350,000 to repair the roof.
 - c. William Cunningham asked if the repairs include the whole building or just the Learning

Lab and Gym. Maintenance Manager Galassi explained that the repairs will include the two main roofs, excluding the roof of the original building. He stated that there are several spots of hail damage, so some of the roof may be able to be covered by insurance.

9. Director of Climate and Culture Report

- a. Director of Climate and Culture, Starla Copeland, explained that the administrative team has been in pursuit of personal professional development. She stated that there was an opportunity to have a CHAMPS spring refresher with the staff, in which CHAMPS expectations were reviewed. She asked the Board to consider the opportunity for her to attend the CHAMPS conference in July.
- b. Mrs. Copeland informed the Board that there is a 50% reduction in behavior referrals. She stated that 47 families attended the Spring Fling at Forest City Church, where there were close to 300 people in attendance. She explained that the event went extremely well.
- c. Mrs. Copeland explained that there is a massive need for mental health services for families. She asked that the Board share any information they may have regarding resources that could be provided to families.

10. Interim Director of Teacher Development Report

- a. Interim Director of Teacher Development, Leoanny De La Cruz Warren, explained that the administrative team has really been revamping professional development across the entire school. She informed the Board that she launched a teacher needs assessment and the data received will allow professional development for teachers to be tailored to their needs. She stated that the school is in transition where teachers can earn CPDU credits in which they will have to complete 24 professional development credit hours per year.
- b. William Cunningham exited the meeting at 9:27 a.m.

11. Finance Committee Report/Finance Manager Report

- a. YTD Budget Actuals
 - i. Finance Director, Rick Aylward, informed the Board that the school is \$870,904.16 ahead of the budget in terms of revenue. He stated the school is \$171,843.96 under budget in terms of expenses. He stated that he believes revenue at the end of the year will be around \$400,000-\$500,000.
- b. YTD Cashflow Update
 - i. Finance Director Aylward stated that the bank account stands at \$3,714,650.37. He stated that the 4th quarter tuition payment from RPS came in mid-April.

12. 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 Carla Redd and seconded by La’Keshia Wingo.
 1. Voice Vote: All members voting aye.
 2. Motion passed. Entered executive session at 9:53 a.m.
 - ii. Dr. Ebony Wrenn exited executive session at 10:26 a.m.

- iii. A motion was made to exit executive session by Carla Redd and seconded by La’Keshia Wingo.

- 1. Roll Call Vote:

- a. Carla Redd – Aye.
 - b. Erika Hannah – Aye.
 - c. La’Keshia Wingo – Aye.
 - d. Tamir Bell – Aye.

- 2. All ayes. Motion passed. Returned to open session at 10:30 a.m.

13. Adjournment

- a. A motion was made to adjourn the meeting by Carla Redd and seconded by La’Keshia Wingo.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed. Meeting adjourned at 10:31 a.m.

Next Board Meeting: May 15, 2025, at 8:30 a.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)