

**Rockford Charter School Organization Special Board Meeting Minutes
May 15, 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: Tamir Bell, Carla Redd (exited at 8:50 a.m.), Erika Hannah, Anisha Grimmett, Jessica Iasparro, La’Keshia Wingo (entered at 8:47 a.m.) Interim Principal, Dr. Ebony Wrenn, Director of Climate and Culture, Starla Copeland, Interim Director of Teacher Development, Leoanny De La Cruz Warren, Maintenance Manager, Aaron Galassi, ElevatED Spaces Consultant, Shenita Johnson, Attorney Roxanne Sosnowski
 - b. Not Present: William Cunningham
2. Approval of Agenda
 - a. A motion to amend the agenda to include the Tuition Reimbursement Program in the Finance Committee Report was made by Carla Redd and seconded by Anisha Grimmett.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
 - b. A motion to approve the agenda as amended was made by Carla Redd and seconded by Anisha Grimmett.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
3. Approval of Board Meeting Minutes for April 30, 2025
 - a. A motion to Approve the Board Meeting Minutes for April 30, 2025, was made by Erika Hannah and seconded by Jessica Iasparro.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
4. Public Comment – None.
5. New Business
 - a. Discuss/Approve payment to ProCare Therapy for hire of Muhsina Parvin for SPED services for 2025-2026 school year
 - i. Dr. Ebony Wrenn informed the Board that this hire is the third-party SPED teacher, as it has been very difficult to recruit and retain this position at Jackson Charter. She stated that this payment will allow Muhsina Parvin to be hired as a Jackson Charter School teacher rather than through the third-party.
 1. A motion was made to Approve payment to ProCare Therapy for hire of Muhsina Parvin for SPED services for 2025-2026 school year by Anisha Grimmett and seconded by Carla Redd.

- a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. Carla Redd – Aye.
 - iii. Erika Hannah – Aye.
 - iv. Anisha Grimmett – Aye.
 - v. Jessica Iasparro – Aye.
 - b. All ayes. Motion passed.
- b. Discuss/Approve Agreement with I-Care for an Online Immunization Database
 - i. Dr. Wrenn informed the Board that this agreement will give the school nurse online access to review immunizations, making it easier for the school to be in compliance.
 - 1. A motion was made to Approve Agreement with I-Care for an Online Immunization Database by Carla Redd and seconded by Anisha Grimmett.
 - a. Voice Vote: All members voting aye.
 - b. Motion passed.
- c. Discuss/Approve Agreement with Cintas (Omnia) for Oversight of Maintenance Supplies
 - i. Dr. Wrenn informed that Board that a lot of money is being spent on maintenance supplies. She stated that in the process of trying to streamline the process and decrease the money being spent, Maintenance Manager, Aaron Galassi reached out to Cintas. She explained that in the agreement with Cintas, they would do the inventory at the school and provide supplies. Maintenance Manager, Aaron Galassi explained that essentially all dispensers in the school would be replaced with the Cintas brand dispensers.
 - ii. Carla Redd asked what the cost of this agreement is compared to what the school is currently paying for maintenance supplies. Maintenance Manager Galassi explained that the previous year, the school was consistently spending \$1,400-\$1,800. For the current year, he has been able to get the cost down to around \$1,200. He explained that with the agreement with Cintas, the cost would go down to about \$1,000 a month.
 - 1. A motion to Approve the Agreement with Cintas (Omnia) for Oversight of Maintenance Supplies was made by Carla Redd and seconded by Anisha Grimmett.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. Carla Redd – Aye.
 - iii. Erika Hannah – Aye.
 - iv. Anisha Grimmett – Aye.
 - v. Jessica Iasparro – Aye.
 - b. All ayes. Motion passed.
- d. Discuss/Approve Awarding a Bid/Proposal for Roof Repair
 - i. La’Keshia Wingo entered the meeting at 8:47 a.m.

1. Maintenance Manager Aaron Galassi stated that his recommendation would be Prestige Roofing. He stated that it would be hard to find this price anywhere.
 2. Anisha Grimmiett asked how payment would be remitted and what the payment structure would look like. Attorney Sosnowski stated that her recommendation is that a proposed agreement is sent to Prestige in which a proposed payment structure is laid out.
 - a. A motion was made to Award the Bid from Prestige Roofing for Roof Repair in the amount of \$270,492.00 by Tamir Bell and seconded by Carla Redd.
 - b. Carla Redd exited the meeting at 8:50 a.m.
 - i. Roll Call Vote:
 1. Tamir Bell – Aye.
 2. La’Keshia Wingo – Aye.
 3. Erika Hannah – Aye.
 4. Anisha Grimmiett – Aye.
 5. Jessica Iasparro – Aye.
 - ii. All ayes. Motion passed.
- e. Discuss/Approve Awarding a Bid/Proposal for Maintenance and Custodial Services
 - i. Dr. Ebony Wrenn informed the Board that the school is currently spending \$188,500.00 a year on maintenance salaries and benefits. The cost of the GSF proposal is around \$14,000.00 a month, bringing the year total to \$168,120.00, meaning the school would be saving about \$20,000.00.
 1. A motion was made to Approve the Proposal for Maintenance and Custodial Services from GSF USA, INC. by Anisha Grimmiett and seconded by La’Keshia Wingo.
 - a. Roll Call Vote:
 - b. Tamir Bell – Aye.
 - c. La’Keshia Wingo – Aye.
 - d. Erika Hannah – Aye.
 - e. Anisha Grimmiett – Aye.
 - f. Jessica Iasparro – Aye.
 2. All ayes. Motion passed.
 - f. Monthly Presentation by Consultant ElevatED Spaces, LLC
 - i. ElevatED Spaces, LLC, Consultant, Shenita Johnson explained the proposed staffing model to the Board. She stated that 75% of teachers need to have certification in the school. She explained that ElevatED Spaces, LCC, recommends that the school establishes staffing standards and equitable salary schedules to ensure that there are certified and highly qualified classroom teachers. Consultant Shenita Johnson stated that there are two options being proposed. She stated that Option A allows for 41 teachers and staff, while Option B allows for 38 teachers and staff. She explained that as the school works on preparing for the renewal application, it is important to create a structure that helps improve academic performance.

- ii. Consultant Shenita Johnson explained that in terms of the charter renewal, the ElevatED Spaces, LLC, team has completed the renewal mock visit, in which classroom observations were completed. She stated that there will be a survey sent out to the Board in order to complete responses to some questions. She informed the Board that in June, the final draft of the renewal application will be presented, as well as all of the policies and deliverables that are under the consultancy agreement.

6. Old Business

- a. Discuss/Approve Staff Management, Inc. Proposal for Human Resource Management Services
 - i. A motion to Approve Staff Management, Inc. Proposal for Human Resource Management Services was made by Anisha Grimmer and seconded by Erika Hannah.
 - 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. La’Keshia Wingo – Aye.
 - c. Erika Hannah – Aye.
 - d. Anisha Grimmer – Aye.
 - e. Jessica Iasparro – Aye.
 - 2. All ayes. Motion passed.
- b. Discuss/Approve the Morrissey Family Business Proposal for Payroll Services
 - i. A motion was made to Approve the Morrissey Family Business Proposal for Payroll Services by Anisha Grimmer and seconded by Tamir Bell.
 - 1. Roll Call Vote:
 - a. Tamir Bell – No.
 - b. Anisha Grimmer – No.
 - c. Jessica Iasparro – No.
 - d. Erika Hannah – No.
 - e. La’Keshia Wingo – Yes.
 - 2. Majority of members voting no. Item fails.
- c. Discuss/Approve Proposal from Quattro Business Support Services for Accounting and HR Services
 - i. Item fails for a lack of motion.
- d. Discuss/Approve Proposal from Charter School Business Management (CSBM) for Financial Management Services
 - i. A motion was made to Approve Proposal from Charter School Business Management (CSBM) for Financial Management Services by Erika Hannah and seconded by La’Keshia Wingo.
 - 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. La’Keshia Wingo – Aye.
 - c. Erika Hannah – Aye.
 - d. Anisha Grimmer – Aye.

- e. Jessica Iasparro – Aye.
 - 2. All ayes. Motion passed.
 - e. Discuss/Approve Employment Contract with Dr. Ebony Wrenn for the position of Principal
 - i. A motion was made to Approve Employment Contract with Dr. Ebony Wrenn for the position of Principal by Anisha Grimmertt and seconded by Tamir Bell.
 - 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. La’Keshia Wingo – Aye.
 - c. Erika Hannah – Aye.
 - d. Anisha Grimmertt – Aye.
 - e. Jessica Iasparro – Aye.
 - 2. All ayes. Motion passed.
 - f. Discuss/Approve Partnership Agreement with Cool Beans! Child Care and Providence Community Development Corporation for Summer Programming
 - i. No motion needed.
7. Marketing Committee Report – None.
8. Interim Principal Report
- a. Dr. Ebony Wrenn stated that recruitment and enrollment is on track with 179 intents to return.
 - b. Dr. Wrenn asked that the Board give a recommendation on contract terms for staff. She stated that contract terms currently end on July 31st. Dr. Wrenn explained that she would like there to be some consideration and a recommendation on whether contracts should be aligned with the fiscal year.
 - c. Dr. Wrenn also explained that she would like a date in which members of the Board come in and speak to staff about budget, staffing model, and things of that sort. She explained that she believes Board voice support as it relates to the school’s financial space, certification, and all of the behind-the-scenes work being done would be beneficial for staff to hear. Tamir Bell and Anisha Grimmertt agreed to speak to staff on May 28th at 4:00 p.m.
 - d. Attorney Roxanne Sosnowski explained that historically, for contract terms, teacher contracts have been offered in a variety of ways. She stated that with the idea that they are 12-month assignments, teachers could at times elect to receive their pay either over a 10-month period or a 12-month period even though they weren’t working for 12 months.
 - e. ElevatED Spaces, LLC, Consultant, Shenita Johnson mentioned that this would be an area to seek a recommendation from the school’s financial service provider because they would be able to give a strong recommendation that would best align with cash flow, accounting, and anything else that is implicated.
 - f. The Board came to a consensus that they are okay with either keeping the current contract terms, or aligning contract terms with the fiscal year, but noted that it would be beneficial for Dr. Wrenn to consult first with the financial service provider on their recommendation.
9. Director of Climate and Culture Report
- a. No report given.
10. Interim Director of Teacher Development Report
- a. Interim Director of Teacher Development, Leoanny De La Cruz Warren, stated that for the summer professional development, all teachers are going to get customized professional development. She stated that CPDU credits will be launched in June. She explained that

she is currently working on receiving data from teachers and making sure that everyone is into their accounts so that they can get credit.

11. Finance Committee Report/Finance Manager Report

- a. YTD Budget Actuals
 - i. Finance Director, Rick Aylward, informed the Board that the school is \$264,485.57 ahead of budget in terms of revenue. He stated that the school is \$116,901.23 under budget in terms of expenses.
- b. YTD Cashflow Update
 - i. Finance Director Aylward stated that the bank account stands at \$4,096,569.95.
- c. Discuss/Approve FY26 Budget
 - i. Finance Director Aylward explained to the Board the two options for the different staffing models. He stated that all the numbers are the same between Option A and Option B except for payroll. He stated that both of these options yield a deficit budget.
 - ii. Attorney Sosnowski explained that with a deficit budget for the upcoming fiscal year, the school will need to notify RPS 205, as well as ISBE of this deficit budget so that they are aware of this significant change in comparison to what was previously provided to them.
 1. A motion was made to approve Option A of the FY26 Budget by La’Keshia Wingo and seconded by Jessica Iasparro.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. La’Keshia Wingo – Aye.
 - iii. Erika Hannah – Aye.
 - iv. Anisha Grimmertt – Aye.
 - v. Jessica Iasparro – Aye.
 - b. All ayes. Motion passed.
- d. Discuss/Approve Staffing Model Proposal
 - i. A motion to Approve Staffing Model Option A was made by Anisha Grimmertt and seconded by Erika Hannah.
 1. Voice Vote: All members voting aye.
 2. Motion passed.
- e. Discuss/Approve Net Revenue Expense Proposal
 - i. A motion was made to Approve a \$120,000 Net Revenue Expense by Tamir Bell and seconded by La’Keshia Wingo.
 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. La’Keshia Wingo – Aye.
 - c. Erika Hannah – Aye.
 - d. Anisha Grimmertt – Aye.
 - e. Jessica Iasparro – Aye.
 2. All ayes. Motion passed.
- f. Building Capital Projects

- i. Finance Director Aylward explained that there are projects that the school wants and needs, but Maintenance Manager Aaron Galassi is working on getting quotes for such necessities.
- g. Fundraising/Development Plan
 - i. Give/Get
 - ii. Finance/Fundraising Committee
 - iii. Facilities Committee established by the Board
 - 1. Identify Composition of Committee
 - a. A motion was made to lay over the Fundraising/Development Plan for the June meeting by Anisha Grimmertt and seconded by Tamir Bell.
 - i. Voice vote: All members voting aye.
 - ii. Motion passed.

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 Anisha Grimmertt and seconded by Erika Hannah.
 - 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. La’Keshia Wingo – Aye.
 - c. Erika Hannah – Aye.
 - d. Anisha Grimmertt – Aye.
 - e. Jessica Iasparro – Aye.
 - 2. All ayes. Motion passed. Entered executive session at 10:11 a.m.
 - 3. Dr. Ebony Wrenn exited executive session at 10:20 a.m.
 - ii. A motion was made to exit executive session by Anisha Grimmertt and seconded by La’Keshia Wingo.
 - 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. La’Keshia Wingo – Aye.
 - c. Erika Hannah – Aye.
 - d. Anisha Grimmertt – Aye.
 - e. Jessica Iasparro – Aye.
 - 2. All ayes. Motion passed. Exited executive session at 10:35 a.m.

13. Adjournment

- a. A motion was made to adjourn the meeting by Anisha Grimmertt and seconded by Erika Hannah.

- i. Voice Vote: All members voting aye.
- ii. Motion passed. Meeting adjourned at 10:36 a.m.

Next Board Meeting: June 26, 2025, at 11:30 a.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)