

**Rockford Charter School Organization Board Meeting Minutes
November 13, 2025
11:30 a.m.
Jackson Charter School, 315 Summit Street, Rockford, IL 61107
In-Person Meeting**

1. Call to Order – at 11:36 a.m.
 - a. Present: Tamir Bell, William Cunningham, Jessica Iasparro, Quentin Wainwright, Erika Hannah (virtual), Carla Redd (entered at 11:39 a.m.), La’Keshia Wingo (entered at 11:42 a.m.), Executive Director, Dr. Ebony Wrenn, Business and Compliance Manager, Frank Bisconti, Leslie Cruz (CSBM), Shenita Johnson (ElevatED Spaces, LLC), Attorney Roxanne Sosnowski
 - b. Not Present: N/A
2. Approval of Agenda
 - a. A motion to Approve the Agenda was made by William Cunningham and seconded by Tamir Bell.
 - i. Roll Call Vote:
 1. Tamir Bell – Aye.
 2. Jessica Iasparro – Aye.
 3. William Cunningham – Aye.
 4. Quentin Wainwright – Aye.
 5. Erika Hannah – Aye.
 - ii. All ayes. Motion passed.
3. Approval of Board Meeting Minutes for October 16, 2025
 - a. A motion to Approve the Board Meeting Minutes for October 16, 2025, was made by Jessica Iasparro and seconded by William Cunningham.
 - i. Roll Call Vote:
 1. Tamir Bell – Aye.
 2. Jessica Iasparro – Aye.
 3. William Cunningham – Aye.
 4. Quentin Wainwright – Aye.
 5. Erika Hannah – Aye.
 - ii. All ayes. Motion passed.
4. Public Comment
 - a. Antonio Johnson, of GRO Community, informed the Board that he was attending the meeting to observe. He stated that GRO Community is very appreciative of Jackson Charter School, and they believe that mental health is very important, which is what he is present to advocate on behalf of. He also stated that he would like to possibly be a part of

a Board someday.

5. New Business

a. Discuss/Approve Request for Proposal Responses for Strategic Planning Services

i. Dr. Wrenn informed the Board that she is aware the Request for Proposal (RFP) had a quick turnaround, and that Attorney Roxanne Sosnowski recommended extending the time frame. Dr. Wrenn stated that she wanted to see what the school was able to get back in terms of responses to the RFP. She explained that that she does think a Strategic Planning Service is needed, and if the RFP needs to be opened back up, then it can, but she at least wants steps being taken to be move forward in getting a strategic plan in place.

ii. Carla Redd entered the meeting at 11:39 a.m.

iii. Attorney Roxanne Sosnowski informed the Board that the one proposal that was received was from IntuWork with a 10-month engagement for a total of \$48,860.00. Attorney Sosnowski explained that the schedule of the proposal breaks down work to be completed, including assessment, stakeholder interviews, meetings with the Board, as well as all project steps IntuWork is proposing. Attorney Sosnowski reminded the Board that this is the only response to the RFP, which is most likely because of the tight turnaround. Attorney Sosnowski informed the Board that the RFP was posted on the school website, and Dr. Wrenn informed the Board that the RFP was posted on the Illinois Network of Charter Schools website, as well as being pushed out by the ElevatED Spaces, LLC, team.

iv. The Board came to a consensus for the decision on the responses to the RFP to be made at the next board meeting, and to reopen the RFP to allow for more time for responses to be submitted.

1. A motion to lay over the Discussion/Approval of the Request for Proposal Responses for Strategic Planning Services and Reopen the Request for Proposal was made by Tamir Bell and seconded by William Cunningham.

a. Roll Call Vote:

i. Tamir Bell – Aye.

ii. Jessica Iasparro – Aye.

iii. William Cunningham – Aye.

iv. Carla Redd – Aye.

v. Erika Hannah – Aye.

vi. Quentin Wainwright – Aye.

b. All ayes. Motion passed.

v. La’Keshia Wingo entered the meeting at 11:42 a.m.

b. Discuss/Approve Agreement with ProCare Therapy for the hire of a Special Education Teacher, Retroactive to October 21, 2025

i. Dr. Wrenn reminded the Board that they had previously provided a consensus to Dr. Wrenn to move forward with the hiring of a Special Education teacher

through ProCare Therapy, and that the Special Education Teacher for K-2 has already started and is doing really well.

1. A motion to Approve the Agreement with ProCare Therapy for the hire of a Special Education Teacher, Retroactive to October 21, 2025, was made by William Cunningham and seconded by Carla Redd.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. Jessica Iasparro – Aye.
 - iii. William Cunningham – Aye.
 - iv. Carla Redd – Aye.
 - v. Erika Hannah – Aye.
 - vi. La’Keshia Wingo – Aye.
 - vii. Quentin Wainwright – Abstain.
 - b. Majority of members voting aye. Motion passed.
- c. Discuss/Approve Revised Jackson Charter School Bullying Policy
 - i. Attorney Sosnowski informed the Board that the most recent updates to the Jackson Charter School Bullying Policy was contained in the Board packet, which was originally adopted in February 2017, and has gone through a series of revisions, with the most recent being from October 2025. She explained that the updates are changing titles in terms of to whom reporting will go to, as well as updating the policy to make sure it is consistent with the Illinois School Code. She stated that the policy is required pursuant to state statute, and it is something that needs to be posted for public inspection, which is done on the school website.
 1. A motion to Approve the Revised Jackson Charter School Bullying Policy was made by Tamir Bell and seconded by Jessica Iasparro.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. Jessica Iasparro – Aye.
 - iii. William Cunningham – Aye.
 - iv. Carla Redd – Aye.
 - v. Erika Hannah – Aye.
 - vi. La’Keshia Wingo – Aye.
 - vii. Quentin Wainwright – Aye.
 - b. All ayes. Motion passed.
- d. Discuss/Approve Student Online Personal Protection Act (SOPPA) Policy
 - i. Attorney Sosnowski informed the Board that this is another update to a policy that the school is required to maintain for purposes of Illinois Law. She explained that the policy outlines how the charter school is complying with SOPPA, and how employees are authorized to use educational technology products or applications, as well as the parent rights under SOPPA.

1. A motion to Approve the Student Online Personal Protection Act (SOPPA) Policy was made by La’Keshia Wingo and seconded by Jessica Iasparro.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. Jessica Iasparro – Aye.
 - iii. William Cunningham – Aye.
 - iv. Carla Redd – Aye.
 - v. Erika Hannah – Aye.
 - vi. La’Keshia Wingo – Aye.
 - vii. Quentin Wainwright – Abstain.
 - b. Majority of members voting aye. Motion passed.
- e. Discuss/Approve Local Wellness Policy
 - i. Attorney Sosnowski informed the Board that this is an update to the Wellness Policy for the school. She explained that it outlines in accordance with the National School Lunch/Breakfast Program that the school is required to establish a Local Wellness Policy for all of the schools that receive participation in the programs. Attorney Sosnowski informed the Board that the purpose of the Local Wellness Policy is to promote student health. She explained that the updates to the policy this year are changing contact information, as well as the policy committee members.
 1. A motion to Approve the Local Wellness Policy was made by La’Keshia Wingo and seconded by William Cunningham.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. Jessica Iasparro – Aye.
 - iii. William Cunningham – Aye.
 - iv. Carla Redd – Aye.
 - v. Erika Hannah – Aye.
 - vi. La’Keshia Wingo – Aye.
 - vii. Quentin Wainwright – Abstain.
 - b. Majority of members voting aye. Motion passed.
- f. Discuss/Approve Offers of Employment for Paraprofessionals
 - i. Attorney Sosnowski explained that the board packet includes a copy of a sample offer letter to a paraprofessional working at Jackson Charter School. She explained that this item, and the employment of paraprofessionals in general, has been suggested to come before the Board for discussion because of the changes in which the Board has chosen to make as it relates to paid time off for full-time teaching staff and full-time administrative team. She reminded the Board that in the employee handbook, there are two different types of time that is given to employees depending on whether or not they are a 12-month employee or on a 10-month schedule. Attorney Sosnowski advised that the way Jackson Charter School has compensated paraprofessionals has changed over time. She explained

that for the first couple of years, paraprofessionals were paid hourly and given the same amount of sick days that teachers were provided. Attorney Sosnowski advised that Rick explained to her that in some years, paraprofessionals were not provided with compensation during school breaks (like winter and spring break), and in other years they were. She informed the Board that at some point in time in 2021 or 2022, it was decided to move paraprofessionals to salaried employees, and when that happened, paraprofessionals were given the same paid time off as teaching staff. Attorney Sosnowski explained that when Dr. Wrenn was hired, a decision was made to move paraprofessionals back to hourly employees. She informed the Board that the matter is now before them to discuss how to handle the school breaks and holidays for the paraprofessionals in terms of whether or not to provide that time as paid time off.

- ii. Dr. Wrenn stated that from a budget, recruitment, and retention perspective, she recommends that the school pay the paraprofessionals for the breaks and holidays. She explained that the numbers of paraprofessionals have increased due to the needs of the school, but she would advocate that they get paid during the breaks.
- iii. William Cunningham inquired how a decision like this is documented. Attorney Sosnowski informed him that the decision would be documented in the employee handbook.
- iv. Business and Compliance Manager, Frank Bisconti, informed the Board that there are seven paraprofessionals at the school. Dr. Wrenn informed the Board that the breaks would be Thanksgiving Break, Winter Break, and Spring Break.
- v. Attorney Sosnowski stated that she would suggest issuing new offer letters that lay out what the paid time off would be. Dr. Wrenn stated that this is something she could have HR complete.
- vi. The Board came to a consensus for the paraprofessionals to be paid during the breaks and holidays.
 1. A motion to Approve the Paying of Paraprofessionals for the School Breaks and Holidays was made by William Cunningham and seconded by Jessica Iasparro.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.
 - ii. Jessica Iasparro – Aye.
 - iii. William Cunningham – Aye.
 - iv. Carla Redd – Aye.
 - v. Erika Hannah – Aye.
 - vi. La’Keshia Wingo – Aye.
 - vii. Quentin Wainwright – Aye.
 - b. All ayes. Motion passed.
- g. Update on Amount Invoiced for Wet Insulation Repairs by HC Anderson

- iv. Carla Redd – Aye.
- v. Erika Hannah – Aye.
- vi. La’Keshia Wingo – Aye.
- vii. Quentin Wainwright – Aye.

b. All ayes. Motion passed.

7. Marketing Committee Report

- a. Dr. Wrenn informed the Board that the marketing committee was able to meet for the first time. She explained that Jacob Bradt with Rockford Buzz is actively working on the school’s CRM to get more digital communication out. Dr. Wrenn stated she and Jacob Bradt will be meeting to discuss an enrollment campaign.

8. Executive Director Report

- a. MTSS Coordinator, Emily Tran, informed the Board that the school went from 15% to 45% in ELA. She stated that in math, the school went from 11% to 33%. Emily Tran stated that the school is really working with ThinkCERCA which is the reading and writing intervention for 3-5. Emily Tran stated that in writing and multiple choice, most of the students are scoring below the 60th percentile.
- b. Emily Tran informed the Board that the school is trying to use IAR and NWEA data to target teaching instruction and teaching professional development. She informed the Board that average daily attendance is up from 92% to 93% daily, which is about 16% higher than last year. She stated that overall, 4th and 5th grade are the strongest grade levels in attendance.
- c. Dr. Wrenn stated that she has met with the ROE, and the school does have title funding to identify a learning partner. She stated that she would like to maximize this funding to use the ROE for instructional coaching, specifically with 3rd-5th grade teachers. Dr. Wrenn explained that the 3rd-5th grade teachers are the newest teachers and could benefit from instructional coaching. She informed the Board that she is waiting to hear back from the ROE about the cost and cycle timeline of instructional coaching.
- d. Dr. Wrenn informed the Board that with the school trying to attract, recruit, and retain, a change needs to happen. She explained that teachers are tired with everything that goes on from 7:30AM-4:00PM. Dr. Wrenn requested that the Board considers an early release one day a week at the school. She stated that the teachers need professional development and does not believe that keeping them at school until 4:00PM every day is maximizing academic outcomes. Dr. Wrenn stated that there are a wide range of things that can be done, like Saturday school or after school tutoring, but something needs to be done to improve academic, behavioral, and socioemotional outcomes. Dr. Wrenn noted that there would need to be some sort of afterschool options for kids if there were to be an early release day. La’Keshia Wingo suggested exploring a partnership with Northwest Community Center for an afterschool programming option. Dr. Wrenn stated that if she gets a go ahead from the Board to pursue the early release, her next step would be identifying community partners for the students to go to after school.
- e. The Board informed Dr. Wrenn that they would like her to pursue the early release but want to make sure that there are valuable and enriching after-school options for students and parents, especially with parents that work.
- f. Dr. Wrenn informed the Board that summative designation came through. She explained that the school’s designation did not intensify, and the school maintained and grew by about 3 points. Dr. Wrenn informed the Board that the school’s state representative is coming in to do professional development with staff to help them understand the report card.

- g. Frank Bisconti informed the Board that the school would like to completely revamp the technology use, mostly because a lot of the school's equipment is aged or going out of service. He stated that they would like to replace Promethean Boards with Smart Boards and would like to move away from the current Apple laptops and obtain Microsoft equipment. Frank Bisconti informed the Board that this technological investment hasn't been priced out exactly but is estimated to be in the \$150,000.00 area.
 - h. Jessica Iasparro asked if the school has looked into doing a partnership with a business. She stated that ComEd did a partnership with Boys and Girls Club for air conditioning units, and the computer lab at the Goodwill Excel Center was donated through a partnership with a business as well. Jessica Iasparro stated that this technological investment at the school seems like something that could be an ask from a business or corporate sponsorship.
 - i. La'Keshia Wingo asked about the 12–18-month possibility that the school has for this technological expense to be covered by interest. Frank Bisconti explained that with the board's approval of the investment policy at the last meeting, the school could work to be more aggressive, but conservative with managing investments, which could generate more interest income to help offset this sort of technological expense.
 - j. The Board informed Frank Bisconti that they would like him to proceed with the process of gathering more information on the potential technological project for the school.
 - k. Dr. Wrenn informed the Board that for the charter renewal findings, 70% landed in developing, 20% landed in not effective, and 10% landed in effective. Dr. Wrenn stated that she considers developing to be a good assessment considering all the changes occurring and looking at where the school started at. Dr. Wrenn informed the Board that the next steps will be the December 1st meeting with RPS 205 to discuss the findings and then presenting to the Board.
9. Director of Student Support & Engagement Report
- a. Dr. Wrenn informed the Board that Mrs. Copeland took a team of parents to Chicago Bulls College Prep for Advocacy Day. She stated that it was a good event for parents to learn charter advocacy and how to advocate.
10. Finance Committee Report/Finance Manager Report
- a. YTD Budget Actuals
 - i. Leslie Cruz at CSBM informed the Board that the school's net income is projected to be \$813,000.00 in deficit, which is approximately \$20,000.00 less than the prior report.
 - b. YTD Cashflow Update
 - i. Leslie Cruz informed the Board that for October's monthly report, the bank account stands at \$3,453,926.00.
 - ii. Dr. Wrenn and Carla Redd exited the meeting at 12:52 p.m.
 - iii. La'Keshia Wingo stated that in the discussion from the finance committee meeting, she wanted to see how the Board would feel giving Frank Bisconti limited power of attorney so that he could make decisions with the Board's direction regarding the school's investments. Attorney Sosnowski explained that giving Frank Bisconti the ability to make investment decisions would need to be covered in the school's investment policy. She stated that an amendment would need to be made to the previously board-approved investment policy to allow Frank Bisconti to make those decisions on investments.
11. 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 to enter executive session was made by Tamir Bell and seconded by Jessica Iasparro.
 1. Voice Vote: All members voting aye.
 2. Entered executive session at 12:58 p.m.
 3. Carla Redd entered executive session at 12:58 p.m.
- ii. A motion was made to exit executive session by Tamir Bell and seconded by Jessica Iasparro.
 1. Voice Vote: All members voting aye.
 2. Exited executive session at 1:00 p.m.

12. Adjournment

- a. A motion to adjourn the meeting was made by William Cunningham and seconded by La’Keshia Wingo. Meeting adjourned at 1:00 p.m.

Next Board Meeting: December 18, 2025, at 11:30 a.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)