JACKSON CHARTER SCHOOL
ROCKFORD CHARTER SCHOOL ORGANIZATION

315 Summit Street Rockford IL, 61107
815.316.0093 | JacksonCharterSchool.org

**Rockford Charter School Organization Special Board Meeting Minutes**
**May 28, 2026**
**11:30 a.m.**
**Jackson Charter School, 315 Summit Street, Rockford, IL 61107**
**In-Person Meeting**

1. Call to Order – at 11:58 a.m.
    a. Present: Tamir Bell, Mary Simmons, Carla Redd, Erika Hannah, Executive Director, Dr. Ebony Wrenn, Business and Compliance Manager, Frank Bisconti, MTSS Coordinator, Emily Tran (virtual), Specialized Services Manager, Haley Braconier (virtual), Leslie Cruz (CSBM), Gabrielle Foreman (Foreman Grant Consulting), Attorney Roxanne Sosnowski
    b. Not Present: Quentin Wainwright, Jessica Iasparro, La'Keshia Wingo
2. Approval of Agenda
    a. A motion to approve the agenda was made by Carla Redd and seconded by Erika Hannah.
        i. Voice Vote: All members voting aye.
        ii. Motion passed.
3. Approval of Board Meeting Minutes for April 16, 2026
    a. A motion to Approve the Board Meeting Minutes for April 16, 2026, was made by Mary Simmons 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. Discuss/Approve Financial Statements and Independent Auditor's Report from Sikich, Retroactive to March 30, 2026
        i. For the independent auditor's report, Laura Long stated that Sikich will be issuing an unmodified opinion. Regarding the internal control over financial reporting, Laura Long stated that Sikich did find 1 material weaknesses. This material weakness found was regarding segregation of duties. Regarding compliance and other matters, Laura Long 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.
        ii. No action was taken to Discuss/Approve Financial Statements and Independent Auditor's Report from Sikich, Retroactive to March 30, 2026.
    b. YTD Budget Actuals
        i. Leslie Cruz explained that the year-end forecast for total revenue is $3,888,195.00, and total expenses are at $4,734,485.00, yielding a net income loss of $846,290.00.
    c. YTD Cashflow Update
        i. Leslie Cruz informed the Board that the bank account is currently at $2,076,300.00, and accounts receivable are expected to be at $326,803.00.
6. New Business
    a. Foreman Grant Consulting Presentation
        i. No action taken on this item.
    b. Discuss/Approve Rockford Charter School Organization 2026-2027 Teacher Contract
        i. Attorney Roxanne Sosnowski informed the Board that this is the same form agreement as last year's teacher contracts, however, Dr. Wrenn would like to align

the contracts to the fiscal year. Attorney Sosnowski explained that there have been past instances in which contracts and pay would begin in July, and a teacher would not arrive at school in August to teach, and it was on the school to go back and reclaim the wages. Attorney Sosnowski informed the Board aligning the contract to the fiscal year will run the risk of paying someone before services are rendered, but there will be proration language in the contracts that if the requisite number of days are not performed, then the school will have the right to attempt to recollect those funds. Attorney Sosnowski explained that there is also language in the contracts that indicates that the agreement, once executed, supersedes any previous agreement that may have been entered into.

1. A motion to Approve the Rockford Charter School Organization 2026-2027 Teacher Contract was made by Carla Redd and seconded by Erika Hannah.
    a. Roll Call Vote:
        i. Tamir Bell – Aye.
        ii. Erika Hannah – Aye.
        iii. Carla Redd – Aye.
        iv. Mary Simmons – Aye.
    b. All members voting aye. Motion passed.

c. Discuss/Approve Agreement with Birch Agency for the hire of Elementary Teacher, Jennifer Brenum
    i. Dr. Wrenn informed the Board that the teacher is already at the school, but this is the contract for next year. She stated that this contract is in the school's budget.
        1. A motion to Approve the Agreement with Birch Agency for the hire of Elementary Teacher, Jennifer Brenum, was made by Carla Redd and seconded by Mary Simmons.
            a. Roll Call Vote:
                i. Tamir Bell – Aye.
                ii. Erika Hannah – Aye.
                iii. Carla Redd – Aye.
                iv. Mary Simmons – Aye.
            b. All members voting aye. Motion passed.

d. Discuss/Approve Agreement with Birch Agency for the hire of Special Education Teacher, Laura McAuliffe
    i. Dr. Wrenn informed the Board that with this hire, the school will be fully staffed in Special Education.
        1. A motion to Approve the Agreement with Birch Agency for the hire of Special Education Teacher, Laura McAuliffe, was made by Mary Simmons and seconded by Carla Redd.
            a. Roll Call Vote:
                i. Tamir Bell – Aye.
                ii. Erika Hannah – Aye.
                iii. Carla Redd – Aye.
                iv. Mary Simmons – Aye.
            b. All members voting aye. Motion passed.

e. Discuss/Approve Agreement with Kokua Education for Guest Teacher Support
    i. Dr. Wrenn informed the Board that the school removed the in-house building substitute teacher, to contract outside services.
        1. A motion to Approve the Agreement with Kokua Education for Guest Teacher Support was made by Mary Simmons and seconded by Tamir Bell.

a. Roll Call Vote:
    i. Tamir Bell – Aye.
    ii. Erika Hannah – Aye.
    iii. Carla Redd – Aye.
    iv. Mary Simmons – Aye.
b. All members voting aye. Motion passed.

f. Discuss/Approve 2026-2027 School Year Calendar
    i. A motion to Approve the 2026-2027 School Year Calendar was made by Carla Redd and seconded by Mary Simmons.
        1. Voice Vote: All members voting aye.
        2. Motion passed.

g. Discuss/Approve Contract with AVID for Leadership Coaching and Learning Materials
    i. A motion to lay over the Approval of the Contract with AVID for Leadership Coaching and Learning Materials was made by Tamir Bell and seconded by Carla Redd.
        1. Voice Vote: All members voting aye.
        2. Motion passed.

h. Discuss/Approve Resolution of the Board of Directors of Rockford Charter School Organization to Approve Establishment of Accounts at Midland States Bank and to Authorize the Board President, Treasurer, and Executive Director to Execute any Documents Necessary to Establish the Accounts
    i. A motion to Approve the Resolution of the Board of Directors of Rockford Charter School Organization to Approve Establishment of Accounts at Midland States Bank and to Authorize the Board President, Treasurer, and Executive Director to Execute any Documents Necessary to Establish the Accounts was made by Mary Simmons and seconded by Erika Hannah.
        1. Roll Call Vote:
            a. Tamir Bell – Aye.
            b. Erika Hannah – Aye.
            c. Carla Redd – Aye.
            d. Mary Simmons – Aye.
        2. All members voting aye. Motion passed.

7. Old Business
8. Marketing Committee Report
    a. No report made.
9. Executive Director Report
    a. Dr. Wrenn introduced the Board to Renee Coleman, one of the principal candidates. Ms. Coleman introduced herself to the Board and gave a summary of her history in education.
    b. Frank Bisconti explained the capital purchase proposal to the Board. He stated that in partnership with the Illinois Facilities Fund (IFF), the Finance Committee has discussed borrowing $300,000.00 through IFF by recasting the existing mortgage on the building, which would increase the principal balance but also slightly increasing the payment term. Frank Bisconti explained that it would take approximately 6 months to complete the application and funding process. He stated that in the interim, because the school needs funds for building repairs and capital purchases prior to the 26-27 school year, it is being proposed that the Board allows the school to draw on existing cash reserves for up to 6 months at which time the IFF loan proceeds will replenish the cash reserves. He stated that the school will launch a capital campaign to raise funds to pay down the $300,000.00 borrowed from the IFF. Frank Bisconti explained that once the entire loan is paid down, Jackson will be left with the same mortgage loan balance and same monthly payment as is currently in place.

c. The Board came to a consensus to have Frank Bisconti move forward with having discussions with IFF to have the loan documents drawn up and come to the Board for approval.
d. No additional report was given. Written report was included in board packets.

10. Director of Student Support & Engagement Report
    a. No oral report made. Written report was included in board packets.
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 Carla Redd and seconded by Tamir Bell.
            1. Voice Vote: All members voting aye.
            2. Motion passed. Entered executive session at 1:20 p.m.
        ii. A motion to exit executive session was made by Mary Simmons and seconded by Carla Redd.
            1. Voice Vote: All members voting aye.
            2. Motion passed. Exited executive session at 1:33 p.m.
12. Adjournment
    a. A motion to adjourn the meeting was made by Mary Simmons and seconded by Carla Redd.
        i. Voice Vote: All members voting aye.
        ii. Motion passed. Meeting adjourned at 1:33 p.m.

**Next Board Meeting: June 18, 2026, at 4:00 p.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)**