JACKSON CHARTER SCHOOL
ROCKFORD CHARTER SCHOOL ORGANIZATION

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

Rockford Charter School Organization Board Meeting Minutes
July 16, 2026
11:30 a.m.
REVISED MEETING LOCATION:
Sosnowski Szeto, LLP, 6735 Vistagreen Way, Ste. 300, Rockford, IL 61107
In-Person Meeting

1. Call to Order – 11:53 a.m.
    a. Present: Tamir Bell, Carla Redd, Quentin Wainwright, Mary Simmons, Executive Director, Dr. Ebony Wrenn, Business and Compliance Manager, Frank Bisconti, Leslie Cruz (CSBM), Principal, Renee Coleman, Director of Student Support & Engagement, Starla Copeland, Rosalyn Wik (CSBM), MTSS Data Coordinator, Emily Tran, Specialized Services Manager, Haley Braconier, Academic Enrichment Interventionist, Natalie Gallagher, Teacher Assistant, Eboni Mcintosh, Attorney Roxanne Sosnowski, Attorney Sara Biesterfeldt
    b. Not Present: Erika Hannah, La'Keshia Wingo, Jessica Iasparro
2. Approval of Agenda
    a. A motion to approve the agenda was made by Carla Redd and seconded by Mary Simmons.
        i. Voice Vote: All members voting aye.
        ii. Motion passed.
3. Approval of Board Meeting Minutes for June 18, 2026
    a. A motion to approve the Board Meeting Minutes for June 18, 2026, was made by Mary Simmons and seconded by Tamir Bell.
        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. Rosalyn Wik explained that the year-end forecast for total revenue is $3,853, 231.00, and total expenses are at $4,647,848.00, yielding a net income loss of $794,616.00.
    b. YTD Cashflow Update
        i. Rosalyn Wik informed the Board that the bank account is currently at $2,130,464.00, and accounts receivable are expected to be at $413,043.00.
6. New Business
    a. Discuss/Approve Resolution of the Board of Directors of Rockford Charter School Organization Rescinding Policy Number 2025.01 Differentiated Pay Recruitment Incentive
        i. Attorney Roxanne Sosnowski explained that the Board adopted a recruitment incentive last year, which is essentially a sign-on bonus for new employees. She explained that Dr. Ebony Wrenn feels the recruitment incentive is no longer needed, given the changes to the Student and Family Handbook and the Employee Handbook. Attorney Sosnowski stated that the Board can bring the policy back in the future if they deem it necessary.
        ii. Dr. Ebony Wrenn stated that they discussed a retention bonus, rather than a

recruitment bonus to invest in the staff that stays with the school.

1. A motion to Approve the Resolution of the Board of Directors of Rockford Charter School Organization Rescinding Policy Number 2025.01 Differentiated Pay Recruitment Incentive was made by Mary Simmons and seconded by Tamir Bell.
    a. Roll Call Vote:
        i. Tamir Bell – Aye.
        ii. Quentin Wainwright – Aye.
        iii. Carla Redd – Aye.
        iv. Mary Simmons – Aye.
    b. All members voting aye. Motion passed.

b. Discuss/Approve the Agreement with Infinite Connections, Inc. for E-Rate Consulting Services (budgeted expense)
    i. Frank Bisconti stated that they have used the same consulting services for years and they need a representative to deal with E-Rate and financial reimbursements.
    ii. Attorney Sosnowski stated that the cost is $38,000.00.
        1. A motion to Approve Agreement with Infinite Connections, Inc. for E-Rate Consulting Services (budgeted expense) was made by Carla Redd and seconded by Mary Simmons.
            a. Roll Call Vote:
                i. Tamir Bell – Aye.
                ii. Quentin Wainwright – Aye.
                iii. Carla Redd – Aye.
                iv. Mary Simmons – Aye.
            b. All members voting aye. Motion passed.

c. Discuss/Approve 26-27 Student and Family Handbook
    i. Dr. Wrenn explained that the changes include clear backpacks, khaki pants only, house-colored shirts, bus conduct, and healthy snacks only.
    ii. Attorney Sosnowski stated that they have included a visitor dress code. She stated that visitors cannot wear pajamas or sleepwear, or clothing with obscene images or violence depicted. She explained that the school has the right to determine if a visitor's clothing is appropriate and can ask the visitor to exit the building. She stated that the handbook is also updated to reflect state statute regarding wireless electronic devices. Attorney Sosnowski stated that previous policies passed by the Board are now being placed in the handbook.
    iii. Carla Redd asked if there would be a way to show what changes have been made to the handbook.
    iv. Attorney Sosnowski explained that they can add a coversheet to the handbook to highlight the changes.
    v. Dr. Wrenn stated that they can push out the new handbook digitally through CRN for newsletters, but that families cannot sign it digitally.
        1. A motion to Approve the 26-27 Student and Family Handbook was made by Carla Redd and seconded by Tamir Bell.
            a. Voice Vote: All members voting aye.
            b. Motion passed.

d. Discuss/Approve revisions and updates to Employee Handbook
    i. Attorney Sosnowski stated that she worked with HR, Dr. Wrenn, and Ms. Warren to update the handbook. She explained that the OC policy was updated in accordance with federal law. She stated that the ElevatED Spaces' proposal was adopted into the handbook, which included several policies adopted by the Board last year. She explained that these policies included personnel records, credentials,

and performance evaluations. She stated there is also a new code of conduct in the handbook. Attorney Sosnowski stated that the remote work policy was incorporated in the handbook and that the disability and pregnancy policies were updated. She stated that there were several issues with employees asking for reimbursement when it was not appropriate, so they updated the language in the handbook. She explained that the sick policy was updated. Attorney Sosnowski explained that the previous school policy was 5 paid days of leave due to a family member's passing, but that Illinois law now gives a person 2 weeks of unpaid leave. She asked the Board if they would like to still pay employees 5 days out of the 2 weeks of their leave.

ii. Carla Redd stated that what she has always seen is 5 paid days, and 5 unpaid days.
iii. The Board came to a consensus to give employees 5 paid days.
iv. Attorney Sosnowski stated that the handbook is also amended to have employees' direct complaints to HR.
    1. A motion to Approve revisions and updates to Employee Handbook was made by Carla Redd and seconded by Mary Simmons.
        a. Voice Vote: All members voting aye.
        b. Motion passed.

e. Discuss/Approve IFF Loan Proposal (this will require a Board resolution at an upcoming Board meeting if the proposal is approved)
    i. Frank Bisconti stated that the Board is authorizing them to follow the proposal to begin to spend $300,000.00 for the items listed in the proposal.
    ii. Tamir Bell asked if the money allocated for different items was exact and where Frank Bisconti got the numbers from.
    iii. Frank Bisconti stated that the itemized breakdown is based on quotes that he has already received for the specific items.
    iv. Carla Redd asked Dr. Wrenn if they had considered a security checkpoint being introduced to the school using the additional money in the proposal.
    v. Dr. Wrenn stated that security is not something that is being considered in this capital campaign but has been considered by the school. She explained that implementing this system would be expensive. She explained that a security checkpoint would be a buffer between visitors and the students, rather than visitors having immediate access to the students when they walk into the building. She asked if the Board wants them to up the target capital for the loan to include the cost of security.
    vi. Carla Redd stated that she does not think it hurts to try increasing the capital.
        1. A motion to Approve IFF Loan Proposal (this will require a Board resolution at an upcoming Board meeting if the proposal is approved) was made by Mary Simmons and seconded by Tamir Bell.
            a. Roll Call Vote:
                i. Tamir Bell – Aye.
                ii. Quentin Wainwright – Aye.
                iii. Carla Redd – Aye.
                iv. Mary Simmons – Aye.
            b. All members voting aye. Motion passed.

f. Discuss/Approve Visual and Performing Arts Teacher Contract
    i. Dr. Wrenn stated that this contract has a larger salary than they budgeted for, largely because they found their candidate through an agency, which is a lot more expensive. She explained that this position is hard to fill with someone who is credentialed. She stated that they will save some money on payroll due to open positions, but that she cannot guarantee this will cover the salary in this contract.

ii. Mary Simmons asked what their other options are in this situation.
iii. Dr. Wrenn stated that they could vote to keep looking and try to hire someone directly with a lower salary. She explained that, by hiring from an agency, they do not have to offer her benefits, which helps to balance out her salary.
1. A motion to Approve Visual and Performing Arts Teacher Contract was made by Mary Simmons and seconded by Carla Redd.
a. Roll Call Vote:
i. Tamir Bell – Aye.
ii. Quentin Wainwright – Aye.
iii. Carla Redd – Aye.
iv. Mary Simmons – Aye.
b. All members voting aye. Motion passed.

g. Discuss and Approve Panorama Agreement (budgeted expense)
i. Attorney Sosnowski stated that the contract is in the amount of $30,295.00.
1. A motion to Approve Panorama Agreement (budgeted expense) was made by Carla Redd and seconded by Mary Simmons.
a. Roll Call Vote:
i. Tamir Bell – Aye.
ii. Quentin Wainwright – Aye.
iii. Carla Redd – Aye.
iv. Mary Simmons – Aye.
b. All members voting aye. Motion passed.

h. Discuss/Approve UFLI (budgeted expense)
i. A motion to Approve UFLI (budgeted expense) was made by Carla Redd and seconded by Mary Simmons.
1. Roll Call Vote:
a. Tamir Bell – Aye.
b. Quentin Wainwright – Aye.
c. Carla Redd – Aye.
d. Mary Simmons – Aye.
2. All members voting aye. Motion passed.

i. Discuss/Approve Readtopia (budgeted expense) – Stricken from the Agenda.

7. Old Business
a. Discuss/Approve Psychology Contract with Center for Special Education Services (CSES) (Budgeted Expense for FY26/27 School Year)
i. Attorney Sosnowski stated that this contract is in the amount of $52,128.00, which includes a discount of 4% for early commitment.
1. A motion to Approve Psychology Contract with Center for Special Education Services (CSES) (Budgeted Expense for FY26/27 School Year) was made by Mary Simmons and seconded by Tamir Bell.
a. Roll Call Vote:
i. Tamir Bell – Aye.
ii. Quentin Wainwright – Aye.
iii. Carla Redd – Aye.
iv. Mary Simmons – Aye.
b. All members voting aye. Motion passed.

8. Marketing Committee Report
a. No report made.
9. Executive Director Report
a. No report made.

10. Director of Student Support & Engagement Report
    a. No report made.
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 Mary Simmons.
            1. Voice Vote: All members voting aye.
            2. Motion passed. Entered executive session at 12:42 p.m.
        ii. A motion to exit executive session was made by Tamir Bell and seconded by Carla Redd.
            1. Voice Vote: All members voting aye.
            2. Motion passed. Exited executive session at 1:25 p.m.
12. Discuss/Approve revisions to Employment Agreement for Dr. Ebony Wrenn for FY26-27 and FY27-28
    a. Attorney Sosnowski stated that the revisions will make Dr. Wrenn's salary $143,325.00 for the first contract year and $147,624.00 for the second year.
        i. A motion to Approve revisions to Employment Agreement for Dr. Ebony Wrenn for FY26-27 and FY27-28 was made by Carla Redd and seconded by Mary Simmons.
            1. Roll Call Vote:
                a. Tamir Bell – Aye.
                b. Quentin Wainwright – Aye.
                c. Carla Redd – Aye.
                d. Mary Simmons – Aye.
            2. All members voting aye. Motion passed.
13. Adjournment
    a. A motion to adjourn the meeting was made by Carla Redd and seconded by Mary Simmons.
        i. Voice Vote: All members voting aye.
        ii. Motion passed. Meeting adjourned at 1:26 p.m.

Next Board Meeting: August 20, 2026, at 11:30 a.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)