



**I-LEAD CHARTER SCHOOL
BOARD MEETING
401 Penn Street (Board Room)
Reading, PA 19601
MINUTES
Wednesday, March 23, 2016**

IN ATTENDANCE

Board members present: Joseph Amprey (via telephone); Robert Jefferson; Robert S. Natalini (via telephone)

Executive Committee members present: Angel Figueroa (CEO); Barbara Wilkinson-Sykes (CFO) (via telephone)

Also present: Aurora Miller; David Castro (via telephone)

Meeting was convened at 5:02 PM.

1. Opening Items

Dr. Natalini noted that a quorum was present.

Dr. Natalini noted that public notices were posted as required; Board is in compliance with the Sunshine Law.

2. Public Comment

Resolution 2.01, regarding public comment procedure, was tabled.

There were no visitors from the public.

3. Approval of Minutes

3.01 June 5, 2015, minutes – MOTION to approve the minutes by Mr. Jefferson; seconded by Dr. Amprey; passed unanimously by roll call vote of all members present.

3.02 December 17, 2015 minutes – MOTION to approve the minutes by Mr. Jefferson; seconded by Dr. Amprey; passed unanimously by roll call vote of all members present.

4, 6-11. Reports

Mr. Figueroa reported, and discussion took place, regarding agenda items 4 and 6 through 11. Discussed successful fire drill and improving lockdown procedure. Re-enrollment numbers are at about 80%, with time to grow. Current projection is 126 graduates in June. The facilities continue in good condition. Options are being explored regarding hot water heating, soliciting estimates regarding various options to find the most cost effective system meeting school needs.

The Board then took the following action on the listed resolutions.

6.01.01 To approve the following change to the school calendar: The school will be closed on April 22, 2016.

Dr. Natalini explained that the scheduled education hours for the remainder of the year are sufficient to meet the school's goal and state requirements without operation on this date.

MOTION to approve the resolution by Mr. Jefferson; seconded by Dr. Amprey; passed unanimously by roll call vote of all members present.

8.01.01 To approve an Outdoors Club activity to take place May 14, 2016, at Birdsboro Climbing Quarry, two (2) staff and not to exceed twelve (12) learners.

Dr. Natalini and Ms. Wilkinson-Sykes confirmed that this school activity will be covered under ILCS liability insurance.

MOTION to approve the resolution by Dr. Amprey; seconded by Mr. Jefferson; passed unanimously by roll call vote of all members present.

5. Financial Report

Ms. Wilkinson-Sykes presented the financial report. The following documents were reviewed and discussed.

Statement of Financial Position for period ending February 29, 2016

Statement of Activities for period ending February 29, 2016

Check and debit registers for period ending February 29, 2016.

Discussion regarding authorizing the Chief Financial Officer to negotiate with Santander Bank to raise the school's line of credit by up to \$750,000.00.

MOTION by Dr Amprey to approve resolutions 5.01.01 through 5.01.05 as follows; seconded by Mr. Jefferson:

5.01.01 To accept the Financial Report.

5.01.02 To approve the attached unaudited Statement of Financial Position for the period ending February 29, 2016.

5.01.03 To approve the attached unaudited Statement of Activities for the period ending February 29, 2016.

5.01.04 To approve the payments set forth in the attached Check and Debit Registers.

5.01.05 To authorize the Chief Financial Officer to negotiate with Santander Bank to raise the school's line of credit by up to \$750,000.00.

Motion passed unanimously by roll call vote of all members present.

12. Personnel

The following resolutions were discussed.

12.01.01 To approve the change in the the wage of the Lunch Aide position to \$9.00 per hour.

12.01.02 To approve the increase of \$2,500.00 in the annual salary of Jorie Simons, Reading Specialist and Academic Administrator.

12.01.03 To eliminate the position of Director of Talent Growth Initiative.

12.01.04 To re-assign Evan Siegel to the Academic Department, as Mentor and Intern Coordinator, with no change in salary or work schedule.

12.01.05 To eliminate one position in the Attendance Department and use an automated calling system regarding attendance.

MOTION by Dr Amprey to adopt resolutions 12.01.01 through 12.01.05; seconded by Mr. Jefferson. Passed unanimously by roll call vote of all members present.

Executive Session to discuss the terms and conditions of employment of certain employees. No action was taken with regard to the subject of the executive session.

Dr. Amprey left the meeting. Dr. Natalini noted that a quorum was still present.

13. Open Dialogue and New Business

The following action was taken with respect to the Resolutions listed.

13.01.01 To revise the school by-laws as follows. To the end of Article III, section 3.2, add the following paragraph: "There shall be two (2) ex officio, non-voting, positions on the Board of Trustees, which shall be occupied by the President of the Student Government Association and the President of Parent Engagement.

After discussion Mr. Figueroa suggested considering creating an advisory board. The resolution was tabled.

13.01.02 To approve the attached Catering Sales Agreement with the DoubleTree Hotel, Reading, regarding holding the 2016 commencement ceremony at the hotel.

MOTION by Mr. Jefferson to adopt the resolution; seconded by Dr. Natalini; passed unanimously by roll call vote of all members present.

13.01.03 To schedule Board meetings for the remainder of the 2016 calendar year as follows:

Apr 27 – Wed 5 pm
May 18 – Wed 5 pm
June 15 – Wed 5 pm
July 28 – Thur 5 pm
Aug 25 – Thur 5 pm
Sep 22 - Thur 5 pm
Oct 28 – Thur 5 pm
Nov 17 – Thur 5 pm
Dec 16 – Thur 1 pm (day of staff holiday party)

After discussion the resolution was tabled. Dr. Natalini will circulate a revised proposed schedule for comment.

MOTION to adjourn meeting by Dr. Jefferson; seconded Dr. Natalini; passed unanimously by roll call vote of all members present.

Meeting was adjourned at 6:13 PM.

Respectfully submitted,

Dr. Joseph Amprey, Secretary