



**BOARD MEETING**  
401 Penn Street (Board Room)  
Reading, PA 19601

**MINUTES**  
**Tuesday, May 24, 2016**

## **IN ATTENDANCE**

Board members present: Joseph Amprey; 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 5:00 PM.

Dr. Amprey, Secretary, chaired the meeting.

### **1. Opening Items**

Dr. Amprey noted that a quorum was present.

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

There were no changes to the agenda.

### **2. Public Comment**

There was one newspaper reporter present and no other visitor from the public.  
There was no public comment.

### **3. Approval of Minutes**

3.01 Minutes of April 27, 2016, meeting -- MOTION by Mr. Jefferson to approve the minutes; seconded by Dr. Amprey; passed unanimously by roll call vote of all members present.

3.02 Minutes of May 13, 2016, special meeting -- MOTION by Mr. Jefferson to approve the minutes; seconded by Dr. Amprey; passed unanimously by roll call vote of all members present.

#### **4. Financial Report -- Barbara Wilkinson-Sykes**

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

Unaudited Statement of Financial Position for the period ending April 30, 2016

Unaudited Statement of Activities for the period ending April 30, 2016

Check Register for the period ending April 30, 2016.

The Board also discussed authorizing the CFO to solicit bids from auditors for the audits for fiscal years 2015-2016 and 2016-2017.

The Board then took the following action.

MOTION by Dr. Natalini to adopt resolutions 4.01.01 through 4.01.05 as follows; seconded by Mr. Jefferson:

4.01.01 To accept the Financial Report.

4.01.02 To approve the attached unaudited Statement of Financial Position for the period ending April 30, 2016.

4.01.03 To approve the attached unaudited Statement of Activities for the period ending April 30, 2016.

4.01.04 To approve the payments set forth in the attached Check Register.

4.01.05 To authorize the Chief Financial Officer to solicit bids from auditors for the audits for fiscal years 2015-2016 and 2016-2017.

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

#### **5-12. Reports**

Mr. Figueroa reminded the Board that commencement would take place at the Doubletree Hotel on June 6, 2016. He reported that the class of 2016 will have 101 graduates.

Mr. Figueroa reported, and discussion took place, regarding contracts with Berks County Intermediate Unit (BCIU) and Penn Street Market 2016. The contracts with BCIU are for certain services for which ILCS has contracted with BCIU in past years,

and Mr. Figueroa and Ms. Wilkinson-Sykes discussed with the Board that in all previous cases BCIU has provided excellent service.

Mr. Figueroa explained that Penn Street Market 2016 is a summer market that operates on certain days on the Penn Street sidewalk and that it has asked to use a small amount of storefront space in the building to store equipment between market days this summer. He and Ms. Wilkinson-Sykes confirmed that such use would not interfere with school operations and that Penn Street Market 2016 would acknowledge the school as a supporter in its written materials.

The Board then took the following action.

MOTION by Mr. Jefferson to adopt resolutions 6.01.01 through 6.01.03 as follows; seconded by Dr. Natalini:

6.01.01 To ratify the attached contract with Berks County Intermediate Unit for payroll and education software services dated March 30, 2016.

6.01.02 To approve the attached Partnership/Sponsorship Agreement with Penn Street Market 2016.

6.01.03 To ratify the attached contract with Berks County Intermediate Unit for Special Education consulting services dated May 11, 2016.

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

Mr. Figueroa and Ms. Wilkinson-Sykes presented for Board review and requested approval of the 2016-2017 School Year Calendar. They highlighted that, as in previous years, instructional hours will exceed the state requirement.

The Board then took the following action:

MOTION by Dr. Natalini to adopt resolution 7.01 as follows; seconded by Mr. Jefferson:

7.01 To approve the attached 2016-2017 School Year Calendar.

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

At 5:23 p.m. the Board went into Executive Session to discuss the terms and conditions of employment of certain employees and to consult with its attorney regarding information and strategy in connection with litigation. The Executive Session ended at 5:37 p.m.

The open meeting resumed at 5:38 p.m.

The Board then took the following action:

MOTION by Dr. Natalini to adopt resolution 11A.01 as follows; seconded Mr. Jefferson:

11A.01 To authorize the law firm Cunilio & Cunilio, by James Cunilio, Esq., to file a complaint on behalf of the school in federal district court against Reading School District and certain other defendants.

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

The Board then took the following action:

MOTION by Dr. Natalini to adopt resolutions 12.01.01 and 12.01.02 as follows; seconded Mr. Jefferson:

12.01.01 To approve the attached schedule of salaries for the 2016-2017 school year.

12.01.02 To approve the following change to a certain staff position: Convert one Mentor/Intern Coordinator position from a 12 month position to a 10 month position.

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

### **13. Open Dialogue and New Business**

There was no new business.

### **14. Adjournment**

MOTION by Dr. Natalini to adjourn the meeting; seconded by Mr. Jefferson; passed unanimously by voice vote of all members present.

The meeting was adjourned at 5:44 PM.

Respectfully submitted,

Dr. Joseph Amprey, Secretary