



**BOARD MEETING**  
401 Penn Street  
Reading, PA 19601  
**MINUTES**  
**Monday, October 24, 2016**

**IN ATTENDANCE**

Board members present: Robert Jefferson; Joseph Amprey; Anthony Montemurro; Robert S. Natalini

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

Other staff present: Joseph Russ

Meeting was convened at 5:00 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.

Dr. Natalini distributed to the Board members copies of the Conflict of Interest Policy and Disclosure Form for their review and execution.

There were no changes to the agenda.

**2. Public Comment**

No members of the public were present.

**3. Approval of Minutes**

3.01 Minutes of September 27, 2016, open 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 September 27, 2016, executive session -- MOTION by Mr. Montemurro to approve the minutes; seconded by Mr. Jefferson; passed unanimously by roll call vote of all members present.

#### **4. Financial**

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

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

Unaudited Statement of Activities for the period ending September 30, 2016.

Check and debit registers for the period ending September 30, 2016.

The Board then took the following action.

MOTION by Dr. Amprey to adopt resolutions 4.01.01 through 4.01.04 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 September 30, 2016.

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

4.01.04 To approve the payments set forth in the attached check and debit registers.

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

#### **5. Report of the ILCS Executive Committee**

Mr. Figueroa presented the report of the Executive Committee. He informed the Board that despite challenges presented by Reading School District's attempt to revoke the charter the school culture remains strong. He further reported that after experimenting with relaxing the learner uniform policy the school has gone back to strictly enforcing it, and that this has had positive results in terms of culture and learner conduct.

Mr. Figueroa reported that homelessness has risen among our learners and that the number of learners with IEPs has also risen. Additionally, we have for the first time this year a blind learner and a deaf learner.

Mr. Jefferson inquired whether the blind and deaf learners came from the Reading School District. Mr. Figueroa stated yes, and he further informed the Board that one of

those learners had recently been assaulted by four classmates at Reading High School. He reported that they, like other learners, feel safe at I-LEAD Charter School.

## **6. Administrative/Operations/Legal**

The Board then deliberated regarding a contract with a provider of services to the school, a parental involvement policy, and reimbursement of I-LEAD, Inc., for certain sums advanced for public relations purposes.

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 Mr. Montemurro:

6.01.01 To ratify the attached Policies/Rates Agreement with All Hands Interpreting Services LLC, dated October 18, 2016.

6.01.02 To adopt the attached Parental Involvement Policy for the 2016-2017 school year.

6.01.03 To approve reimbursement of the Institute for Leadership Education, Advancement and Development, Inc., in the amount of \$7,965.00, for sums advanced for public relations purposes.

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

## **7. Facilities**

The Board deliberated regarding a new telephone system for the school.

The Board then took the following action.

MOTION by Dr. Amprey to adopt resolution 7.01.01 as follows; seconded by Mr. Montemurro:

7.01.01 To approve the attached proposal for installation of a telephone system, dated October 20, 2016.

At 5:41 p.m. the Board went into Executive Session to discuss matters involving the employment, termination of employment, and terms and conditions of employment of certain specific current public employees and the employment of certain specific prospective public employees.

The Executive Session ended at 6:15 p.m.

The open meeting resumed at 6:16 p.m.

## **8. Personnel**

The Board then took the following action.

MOTION by Mr. Jefferson to adopt resolutions 8.01.01 through 8.01.06 as follows; seconded by Dr. Amprey:

8.01.01 To approve the elimination of the following positions: one (1) Mental Health Worker, one (1) Intervention Specialist, one (1) Mentor Coordinator, one (1) Security Guard, one (1) Custodian, one (1) vacant Math Learning Facilitator, one (1) vacant full time Staff Accountant, one (1) Lunch Aide.

8.01.02 To approve the creation and filling of the following position: one (1) part time Business Office/Executive Assistant.

8.01.03 To adopt the attached Executive Compensation and Benefits Policy, dated October 24, 2016.

8.01.04 To adopt the attached organization chart, dated October 24, 2016.

8.01.05 To approve merit-based bonus payments in the amount of \$2,000.00 each to the Guidance Counselor and the Director of Teacher Effectiveness and Literacy.

8.01.06 To approve modification of the salaries for the positions Chief Executive Officer and Chief Financial Officer.

## **9. New Business**

Dr. Natalini presented for consideration and deliberation a document setting forth descriptions and functions of the following committees of the Board: Governance; Academic; and Finance and Audit, which the Board had established at its September 27, 2016, meeting.

The Board then took the following action.

MOTION by Mr. Jefferson to adopt resolution 9.01.01 as follows; seconded by Mr. Montemurro:

9.01.01 To adopt the attached Descriptions and Functions of Committees of the Board of Trustees, dated October 24, 2016.

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

The Board then received Mr. Jefferson's request to resign as Treasurer, and Dr. Natalini asked Mr. Montemurro whether he would be willing to undertake the position, which Mr. Montemurro generously agreed to do.

The Board then took the following action.

MOTION by Dr. Amprey to adopt resolution 9.01.02 as follows; seconded by Dr. Natalini.

9.01.02 To accept the resignation of Mr. Jefferson as Treasurer and appoint Mr. Montemurro as Treasurer.

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

Dr. Natalini, the other members of the Board, and the members of the Executive Committee present expressed their gratitude to Mr. Jefferson for his years of service as Treasurer and to Mr. Montemurro for his willingness to undertake the position.

## **10. Adjournment**

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

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,  
Dr. Joseph Amprey, Secretary