



**BOARD MEETING**  
401 Penn Street  
Reading, PA 19601  
**MINUTES**  
**Monday, January 28, 2019**

**IN ATTENDANCE**

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

Officer present: Angel Figueroa (CEO/COO)

Other staff present: Aurora Miller

Also present: Barbara Wilkinson-Sykes (via telephone)

Meeting was convened at 4:00 p.m.

**1. Opening Items**

Mr. Montemurro noted that a quorum was present.

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

**2. Public Comment**

No members of the public were present.

**3. Approval of Minutes**

3.01 Action to approve the minutes of the December 15, 2018, special meeting -- MOTION by Dr. Natalini to approve the minutes; seconded by Mr. Jefferson; passed unanimously by roll call vote of all members present.

3.02 Action to approve the minutes of the December 15, 2018, executive session -- MOTION by Dr. Natalini to approve the minutes; seconded by Mr. Jefferson; passed unanimously by roll call vote of all members present.

3.03 Action to approve the minutes of the December 20, 2018, open meeting -- MOTION by Dr. Natalini to approve the minutes; seconded by Mr. Jefferson; passed unanimously by roll call vote of all members present.

3.04 Action to approve the minutes of the December 20, 2018, executive session -- MOTION by Dr. Natalini 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 December 31, 2018.

Unaudited Statement of Activities for the period ending December 31, 2018.

Check Register for the period ending December 31, 2018.

Debit Register for the period ending December 31, 2018

Internal Revenue Service Forms 990, 990-T, and 8879-EO for the tax year beginning July 1, 2017, and ending June 30, 2018.

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 December 31, 2018.

4.01.03 To approve the attached unaudited Statement of Activities for the period ending December 31, 2018.

4.01.04 To approve the payments set forth in the attached Check and Debit Registers for the period ending December 31, 2018.

4.01.05 To approve the attached Internal Revenue Service Forms 990, 990-T, and 8879-EO for the tax year beginning July 1, 2017, and ending June 30, 2018.

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

## **5. Report of the Chief Academic Officer**

Mr. Figueroa then reported to the Board and the Board discussed: the reorganization of the Business Office; enrollment, including the size of the school's ESL learner population; Reading School District personnel's visit to the school on January 17 in connection with the charter renewal process; a conference of the National Hispanic Dental Association that the school had hosted and a potential dental clinic in the premises at 401 Penn Street; and the school's CSI status under state law and attendant funding. He concluded by informing the Board that the administration is working on the budget for the 2019-2020 school year with the intent of having a draft ready for initial Board review no later than its May meeting and action at its June meeting.

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

The Board then deliberated regarding certain revisions to the course catalog and a contract with and related retainer for a certain vendor.

The Board then took the following action.

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

6.01.01 To eliminate the position of Director of Finance.

6.01.02 To approve the attached agreement with Barbara Wilkinson-Sykes for Wilkinson Sykes Consulting LLC, dated January 8, 2019.

6.01.03 To approve paying a \$5000 retainer to Barbara Wilkinson-Sykes for Wilkinson-Sykes Consulting LLC.

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

At 4:34 p.m. the Board went into Executive Session to discuss the terms and conditions of employment of certain public employees.

The Executive Session ended at 4:41 p.m., whereupon the open meeting resumed.

## **7. Personnel**

The Board then took the following action.

MOTION by Dr. Natalini to adopt Resolutions 7.01.01 and 7.01.02 as follows; seconded by Mr. Jefferson:

7.01.01 To acknowledge the resignations of the following individuals:

Tania Dobronsky, Director of Finance, effective January 4, 2019.

Christine Latch, Learning Facilitator, effective January 18, 2019.

7.01.02 To approve terminating the contract with Matthew Kofke, effective January 18, 2019.

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

## **8. New Business**

Mr. Figueroa then informed the Board about a new initiative of the Institute for Leadership Education, Advancement and Development, Inc., pertaining to the HiSet exam for high school equivalency credentials.

Mr. Montemurro then spoke about, and the Board deliberated regarding, a potential candidate for Board membership, with whom he and Dr. Natalini had met. The members agreed that her joining the Board would be beneficial to the school. Because her company has been a vendor to the school the Board asked Mr. Figueroa to consult legal counsel regarding avoiding any potential conflict of interest if she were to join.

## **9. Adjournment**

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

The meeting was adjourned at 5:26 p.m.

Respectfully submitted,  
Dr. Robert S. Natalini, Secretary