



KWAME NKURUMAH ACADEMY

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**Minutes for the Kwame Nkrumah Academy Charter School Board Meeting held
Monday, December 18, 2017**

8:00 AM

Present

Sydneye Wilson, Charlotte Blackman, Iva Carruthers, Carol Edwards and Principal Ericka Williams

AGENDA

Call to Order

The Chair, Dr. Carruthers call the meeting to order at 8:10 AM

Adjourn to Executive Session

Reconvene to General Session

8:45

Approval of Minutes from Previous Meeting

Move to Approve Minutes with one addition.

Motion Accepted and Approved.

There were no public comments

Principal's Report

Principal Williams reports the following:

- The initial Remediation Plan has been submitted and a committee formed to monitor and review its implementation.
- No grant claims were submitted for December for reimbursement under the new PCTC Model. November claim will be approved for December.
- The auditor will start work the week of December 22 and be monitored by the Board Treasurer.
- The Office of Innovation and Incubation came to review documents that should be available for ISBE audit. We are in good standing and final report is to follow.

- Human Resource and Operations updates were reviewed and are outlined in the written report attached to the minutes.
- Professional development for the month of December has been initiated compliant with the Remediation Plan.
- Students are enjoying the free after school tutoring in conjunction with CPS, FACE and Lily Dale Church. TCA Health and Health Classes are in progress and going well. School Events and Upcoming Dates are outlined in the written report.
- Personnel concerns have been forwarded to the Educations Committee for review and recommendations. (Dr. Enora Brown has forward to the Board a response and recommendation for action.) That report is attached to the minutes.
- The Principal and Assistant Principal will conduct a Safety Check during Christmas break.

Review of Special Education Records

Board member Tobia Thurman reviewed the special education student records and has outlined a process for managing the Annual Review process. She indicates that all special education documents should be printed out and filed in the student's folder.

Ms. Thurman will attend the January Case Manager Meeting on 12/19/17.

Chair's Report

Chair Carruthers reports:

- The documents requested by the Sun Times reporter will be copied and forwarded to the State's Attorney's Office. Dr. Charlotte Blackman will coordinate tis process.
- A date will be scheduled to meet with the President of CCLF.
- Rev. B. Herbert Martin has expressed an interest in working with KNA and efforts to establish a relationship with the owner of Illinois Service Federal Bank, a Ghanaian owned bank have begun.
- The Board will meet with Atty. Allen Wall on December 22, 2017.
- The Board needs to hire a grant writer as we move forward in developing our financial growth plan.
- The Chair is seeking recommendations for Board expansion.

Financial Report

The Board Treasurer reports:

- We have hired a Part-Time Account, Takeisha Strong from Integrity 1st Accounting and Tax Services Company. She will basically work off site. Our former Account has spent time with her reviewing the responsibilities for responding to Financial Compliance Reporting.
- Outstanding balances continue to decrease slowly as funds are available.
- Budget will be based on the PCTC Model all monies should be received by the fourth quarter.

The Treasurer's written report is attached to the minutes.

**Move to Accept Treasurer's report.
Motion Accepted and Approved.**