



Board of Trustees Meeting Minutes (Virtual)
Marion P. Thomas Charter High School of Culinary and Performing Arts
125 Sussex Avenue, Newark, NJ 07103

October 26, 2022 | 5:00 PM ET

Zoom:

<https://us02web.zoom.us/j/87205682710?pwd=dWh4bE5qWCtkWk9PcThPSWdLbVZZUT09>

1. CALL TO ORDER – Open Public Meetings Act - 5:03 PM

- The New Jersey Open Public Meetings Act (“Act”) was enacted to ensure the right of the public to have advance notice of, and to attend meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Marion P Thomas Charter School Board of Trustees has caused notice of this meeting to be advertised by having the date, time, and place there of posted on the district’s website (www.mptcs.org), in the office of the Clerk of the City of Newark, and was published in the Star-Ledger in June 2022.

2. ROLL CALL

Board Member	Present	Absent	Board Member	Present	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dr. Princess Towe	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jasonn Denard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Allan Boomer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

- Jasonn Denard voting via proxy.

Non-Voting Board Members Present	
Elijah Griffiths (Board Secretary/Administrator)	Tina Jalloh(Board Attorney)
Angela Mincy, Chief School Administrator/Superintendent	Kristina Haugen (School Business Administrator)



3. CHAIRMAN'S UPDATE

- Good afternoon. I will be speaking more when we vote for the approval of our parent representative. (Rouse)

4. SUPERINTENDENT'S UPDATE

- Superintendent Mincy gave her presentation update.

5. COMMITTEE REPORTS

Personnel Committee

- Personnel committee met on 13th of October. In attendance from the BOT, was myself and Board member Denard. We had a special presentation regarding adapting the evaluation system that the building administration is using to evaluate the central office. They assured us that there is alignment and six competences they will be working on. I believe this was attached to one of these documents. Individual performance development plans (IEPs) will be executed, evaluated with the deadline of November 15th but moving forward next year's deadline would be October 30th. These deadlines would give the board time to approve it and to train staff properly. Plan to keep all of the instructional staff on the same timelines, in terms of annual conferences. We spoke about the current job postings. We are going through a second round of interviews for security. Last month on September 30th, there was a village mix up of 30 people who went to City Rub. There were about 30 people who showed up and had a great time. Bowling competition at the end of this month, the winners will get a wellness day during the spring. On cities WOW bus which is a workforce and wellness bus in which you can have interviews on. On November 3rd, there will be a recruitment at Metropolitan church. We went over disqualifications offenses that prevents people from working with the district. We spoke about the monthly turnover, we see monthly there are about 2 - 4 people leaving. We had 3 vacancies at PAC, 2 at STEAM, and 3 in the HS. The website is active and people are continuously applying. Instituted a formal exit interview process to get a clear understanding of why people are leaving as well as to ensure we receive all our district equipment. Adjourned 5:34P.

Operations & Finance Committee

- Operations
 - Met on October 12th. In attendance were Gilchrist, Boomer, Shankar, and Avery. Discussed a number of topics, but want to go over a few. We decided to transition from Newark enrolls to Norwalk common app, which is a new enrollment experience run by charter schools. The charter schools have created their own enrollment system that we have bought into, so now we will be able to recruit from there instead of Newark enrolls. We want to remove our snow removal contract and we also went on our charter renewal site visit. We hit our enrollment numbers at 1432, which puts us in a great place. Phase 1 of stairwell beautification of STEAM academy is on track. (Gilchrist)
- Finance
 - Met on the same day, October 12th. On the call was Boomer, Gilchrist, as well as our SBA. We looked at the standard report. The district finances are in a very strong position. With regards to dollars we have on hand, we need to make sure to think strategically of things that can be done that are big picture thinking. We will be talking about strategic priorities for years to come. (Boomer)



Curriculum & Instruction Committee

- These are three district manuals that we are seeking to have approved.
 - [MPTCS Multi-Tiered Systems of Support Manual](#)
 - This manual helps ensure we nurture and develop the whole child in accordance to their academic, social, and emotional needs. Based on the data that comes through we are able to provide interventions and varying levels of intensity. Something developed in accordance to New Jersey state documents that were recently published in 2019. (Abbaleo)
 - [MPTCS Special Education Manual](#)
 - This is geared toward special needs parents and staff. It provides a brief overview of the whole special education program like the members of the CST team and their function and role, the evaluation process from referral to placement and annual review, as well as different classification available in the state of New Jersey. That is a general overview. It is not a lengthy document at only 50 pages. It takes what can kind of be daunting and complex topics and provides written understanding in simple language for staff and parents to digest. (Abbaleo)
 - [MPTCS English Language Learner Handbook](#)
 - Also developed in accordance with the state of New Jersey is our English language learner handbook which provides a brief overview of our program description. It includes program description, high intensity English as a second language instructional program, as well as how students are eligible, how they are identified and entered into the program, how parents are notified and apprised about the process, and also parents rights. Parent rights include the parents right to decline services if their student is eligible. It also provides an overview on how students are eligible to exit the program. The goal is if a student has another language spoken at home and is tested and eligible for ELL services, the goal is for that child to be in the program anywhere for 3 - 5 years pending on age, how well they speak, write, and listen from an ELL standpoint. (Abbaleo)
 - Other items include our field trip approval and a dual enrollment MOU with NGIT. We have 19 students at the village who will be taking pre-calculus. (Abbaleo)
 - Questions
 - I have one question concerning the NGIT. We covered in Kean one had a provision if you take one of these college courses, then give you a pass fail on transcript. It doesn't specify here but just states that it has to be graded by NGIT standards, I am wondering how does the credit and grade get recorded on the transcript? (Valdivieso)
 - This is a little different than Kean. There are provisions where our students can be dual enrollment and actually taught by a MPTCS staff member. That is the case here. Mr. Smaily, who is one of our veteran math teachers, is teaching their NGIT pre-calculus course. He uses their syllabus, materials, we are required to purchase their textbooks, and that is where the grading scale is a little bit different. They are actually being graded on the A - F scale, versus the pass/fail at Kean. (Abbaleo)
 - What if the student decides to go to NGIT? Does the credit and grade carry? From the document, it seems like the grade is assigned. Does the credit carry as well with the grade earned or is it just the credit and the grade won't factor into your GPA once you get into NGIT? I also noticed there are provisions about once you decide to go to another school that credit might carry over which is great for more opportunities. (Valdivieso)



- The credit and waived GPA would carry over to NGIT and if it is accepted at other schools would depend on the different criteria at each school as to what grades and courses they will accept.(Abbaleo)
- That is good to know for our students so they can make appropriate decisions. One item about the manuals, they seem great, clear, and easy to understand. I would encourage you to solicit feedback from those parents that have to use the manuals to make sure the point is getting across and having the intended effect to make any necessary revisions in the first year. (Valdivieso)
 - Great point and noted. As you scroll through the ELL handbook that is one of the things we wanted to accomplish. We actually put the templates that they would receive if they spoke anything other than English at home, those entry and exit letters. That way they can see the letters beforehand and not be caught off guard. (Abbaleo)

Culture & Climate + Alumni Committee

- No report

Executive Committee

- Good afternoon. I would like to get board of trustees approval for our parent representative that was voted in by our village. The parent representative is Toni Ince, who is a parent at STEAM with her son Tyler. We would like to welcome her and take a vote. (Rouse)



6. RESOLUTIONS

I. [2022-10-26-A: Approval of the October 26, 2022 BOT Meeting Agenda](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dr. Princess Towe**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jasonn Denard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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II. [2022-10-26-B: Approval of the September 28, 2022 BOT Meeting Minutes](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dr. Princess Towe	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jasonn Denard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion

MOTION TO PACKAGE C-E. Motion: Rouse - Carter**

III. [2022-10-26-C: Approval of October 22' Personnel Report](#)

[2022-10-26-D: Approval of Central Office Evaluation Framework SY 22-23](#)

[2022-10-26-E: Approval of Central Office Evaluation Process Timeline\(s\) 22-23](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dr. Princess Towe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jasonn Denard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

** : Motion Seconded



Discussion:

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MOTION TO PACKAGE F - H. Motion: Boomer - Gilchrist**

- IV. [2022-10-26-F: Approval of Newark Common App Enrollment MOU](#)
- [2022-10-26-G: Approval of Ordonez Landscaping Snow Removal Contract \(renewal\)](#)
- [2022-10-26-H: Approval of October 22' Finance Report](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dr. Princess Towe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jasonn Denard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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MOTION TO PACKAGE I - M. Motion: Towe - Valdivieso**

- V. [2022-10-26-I: Approval of MPTCS Multi-Tiered Systems of Support Manual](#)
- [2022-10-26-J: Approval of MPTCS Special Education Manual](#)
- [2022-10-26-K: Approval of MPTCS English Language Learner Handbook](#)
- [2022-10-26-L: Approval of MPTCS Field Trips](#)
- [2022-10-26-M: Approval of NJIT Dual Enrollment MOU](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dr. Princess Towe**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jasonn Denard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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** : Motion Seconded



VI. [2022-10-26-N: Approval of Ms. Toni Ince, MPTCS BOT Parent Representative](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dr. Princess Towe**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jasonn Denard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

- Welcome and congratulations by BOT.
- I am grateful. Changes do not occur overnight but with myself and the leadership of MPTCS board of trustees, we can make a difference. I am excited and ready to go. (Ince)
- Attorney Jallah swore in the parent representative Toni Ince after BOT voted her in.

7. PUBLIC COMMENT - It is now time for public participation. To engage in public comment, all speakers must register via the district's website no later than 5 calendar days prior to the advertised meeting by 5:00 PM ET. Please state your name and address for the record. All speakers will have 3-minutes to address the BOT.

- No registered speakers

8. CLOSED SESSION - 5:42 PM

9. CLOSING REMARKS FROM BOARD CHAIR:

Thank you to all for your hard work and dedication to the village. Have a great evening! Committees thank you for meeting. Please come to the next meeting with a committee report.

10. MOTION TO ADJOURN: 5:42 PM ET Valdivieso - Towe**

Respectfully submitted at: 10/26/2022

Submitted by: Elijah D. Griffiths

** : Motion Seconded