



**Minutes of Scheduled Board Meeting  
February 25, 2019**

**I. CALL TO ORDER**

The Chair G. Collins called the meeting to order at 6:15 pm.

**II. ROLL CALL**

Misha Simmonds, Interim Chief School Administrator, conducted a roll call of members present:

1. Voting Members
  - a. David Blount
  - b. Greg Collins
  - c. Leslie Lesley
  - d. Reginald Petty
  - e. Vincent Rouse
  - f. Khatim Sherrer El
  - g. Brianna Gilchrist (phone)
  - h. Craig Rogers (phone)
  - i. Tyisha Kidd (phone)
2. Non-Voting Members
  - a. Superintendent Robert Gregory
  - b. Interim Chief School Administrator Misha Simmonds
3. Other staff members
  - a. Michael Fletcher, Director of HR
  - b. Michele Griffin, Chief Community Engagement Officer
4. Village Organizations
  - a. Rev. Ince, Executive Director, Friends of Marion P. Thomas

A quorum was confirmed for the meeting.

**III. ADOPTION OF AGENDA**

The Agenda for the meeting was adopted /.

**Moved:**  **Second:**  **Approved** Not Approved

**IV. ADOPTION OF MINUTES**

The minutes from the January meeting were adopted.

**Moved:**  **Second:**  **Approved** Not Approved

## VII. PAC ACADEMY PRESENTATION

- Members of the student government of PAC Academy came to present to the board, including:
  - President Nykeemah McFadden
  - Vice President Grace Ajiboye
  - Treasurer Amir Benekin
  - Secretary Keyziah Lampkin
- They shared four requests to the board:
  - Ensure every student has a Chromebook, and if possible, allow them to take home
  - Provide money to add positive murals to the building
  - Increase the number of field trips, with at least one every marking period
  - Reinstate more dress down days as rewards
- Mr. Collins and Mr. Gregory responded to these requests and said they would follow-up.

## VIII. OPEN PUBLIC FORUM

- Ms. Jamilla Amatoula Mansin, parent of 2 scholars (12th grade, 9th grade) shared concern about her 9th grade son who was suspended for not being in class and will not return next year
  - Mr. Gregory responded that a committee was working to reform the discipline system and make it less punitive, more restorative
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## VIV. ADMINISTRATIVE REPORTS

- A. Superintendent Gregory's Report (R. Gregory)
  - a. Mr. Gregory reviewed progress over the last 60 days, including
    - i. Expanding former CIA team to larger Academic Leadership team, adding Director of HR and CCEO
    - ii. Conducting Principal Leadership Institutes
    - iii. Taking Learn, Look, Listen Tour
  - b. As a result of these activities , he made several observations, including the need to:
    - i. Use data more effectively by disaggregating more
    - ii. "Right size" the organization to get results
      - 1. Principals need to be instructional leaders with more content-based support
        - a. Supported by
          - i. VP ELA/SS
          - ii. VP Math/Science
          - iii. VP Climate & Culture
          - iv. School Operations Manager
      - iii. Shift to more prescriptive instructional model for teachers
      - iv. Implement a stronger staff selection process
      - v. Add more rigor in content, assignments, what we ask student to do
        - 1. Remediate afterschool
        - 2. Don't sacrifice core curriculum during day
  - c. To support this work, he has a number of partnerships in the making, including with:
    - i. Brick
    - ii. NJPAC
    - iii. Rutgers
  - d. Mr. Gregory also addressed student culture

- i. Last year 378 students suspended
      - 1. This cost MPTCS \$70,000 on home instruction
    - ii. Shift needs to happen
      - 1. Policy and Procedures
      - 2. Board approval
      - 3. Implementation
  - e. The budgeting process for 2019-2020 has started
    - i. Will present full budget in March
- B. ICS Report (M. Simmonds)
  - a. Night Cleaning Service Bidding
    - i. Eight vendors submitted bids to provide night cleaning services across all 4 buildings from March 1, 2019-June 30, 2020.
    - ii. The highest overall score was awarded to Maverick Building Services, headquartered in Rutherford, NJ. They also provided the best price (\$20,214 per month for all MPTCS buildings).
  - b. Food Service Reform
    - i. Food service is the most complex operation, since involves earned revenue through reimbursements, daily purchasing of food, and the most integration with students and school operation serving breakfast, lunch, and snack everyday.
    - ii. In the past MPTCS has experienced significant financial loss with food service, caused by several problems:
      - 1. Not all meals are being claimed for reimbursement, reducing income.
      - 2. More food is being ordered than required, resulting in waste and unnecessary expense.
      - 3. Lunch is not being served on half-day Fridays, which is lost income.
      - 4. Staffing is inefficient due to scheduling and facilities constraints.
    - iii. For the remainder of the year, priority is being given to #1 and #2, and #3 and #4 will be addressed in the upcoming year.
  - c. The Newark Enrolls application period closed on February 15, with projected results as follows:
    - i. Grades PK3, PK4, 8, 10, 11, and 12 will meet projections based on # first choice applications and openings
    - ii. Grades K, 2, 3, 4, and 6 need 15 or less applicants who ranked MPTCS 2nd-8th, and are close to filling.
    - iii. Grades 1, 5 & 7 still need 20+ who ranked MPTCS 2nd-8th, and are likely not to fill; we may cut a section.
    - iv. Grade 9, we expect 74 MPTCS students to return plus 48 first choice applicants, for a total of 122. We project half (25) of second choice applicants will be matched to MPTCS, for a total of 147. The remaining need is 42 students out of remaining 357 applicants, about 12% of total, so we should be close to filling.
  - d. Audit for last year is now complete.
  - e. Work is being done to straighten out accounting system.

## IX. COMMITTEE REPORTS

- A. Finance Committee (M. Simmonds)
  - a. Board Secretary Report & Treasurer's Report were not presented due to systems issues.
  - b. Bill List was presented for \$2,526,721.06

- B. Personnel Committee (D. Blount and M. Fletcher)
  - a. Reviewed list of New Hires, separations, and leaves
  - b. MPTCS and MPTEA have settled the Employee Contract, covering 2018-2021. The final documents are in the process of being reviewed before being presented to MPTEA for ratification.
  - c. BRICK will be providing consulting services to MPTCS from 3/01/2019 - 6/30/2019 focused on revamping the recruitment and selection process for teachers and instructional leaders so that they are aligned with the new model for MPTCS.
- C. Legal Updates (M. Wedlund)
  - a. New Family Leave Act (doubled from 6 weeks-12 weeks)
  - b. Chad Trial is starting March 4
- D. Alumni Committee (B. Gilchrist)
  - a. Continuing to support alumni & summer internships
- E. Parent Committee (C. Rogers)
  - a. Parents are complaining for dismissal, with lots of traffic because Arts High, St. Benedict's, and North Star dismiss at same time

**X. VILLAGE REPORTS**

- A. Friends of MPTCS (Rev. Ince)
  - a. Looking to move forward with Burnett renovation
  - b. Bonds for HS building are due in 12 months
- B. MPTCS Foundation
  - a. Released scholarship application
  - b. Discussing Gala, will provide more details

**XI. CHAIRMAN REPORT (Collins)**

- A. Negotiations with Brick ongoing
  - a. Agreement with BRICK was approved previously in principal
  - b. Executive Committee finalized it and approved, effective July 1

**XI. CLOSED SESSION**

The board went into closed session at 8:15 PM to discuss:

- HIB Investigations
- Legal
- Personnel

Moved:  Second:  Approved Not Approved

The board returned to open session at 8:31 PM.

Moved:  Second:  Approved Not Approved

## XII. RESOLUTIONS (Numbered 19-02-X)

### FINANCE

1. The Board of Trustees of Marion P. Thomas Charter School awards the bid for night cleaning services to Maverick Building Services in the amount of \$20,214 per month for all buildings, from March 1, 2019-June 30, 2020. **Approved.**
2. The Board of Trustees of Marion P. Thomas Charter School approves the attached final Comprehensive Annual Financial Report (CAFR) for the 2017-2018 School Year for submission to the New Jersey Department of Education. **Approved.**
3. The Board of Trustees of Marion P. Thomas Charter School approves the attached Treasurer of School Monies Report for the month of January 2019. **Tabled until next month.**
4. The Board of Trustees of Marion P. Thomas Charter School approves the attached Board Secretary Report for the month of January 2019. **Tabled until next month.**
5. The Board of Trustees of Marion P. Thomas Charter School approves the attached Bills and Claims Report for the month of January 2019 for **\$2,526,721.06** **Approved.**

### HUMAN RESOURCES

6. The Board of Trustees of Marion P. Thomas Charter School approves the following New and Updated Hires for the 2018-2019 School Year:

#### New

Last Name	First Name	Position	Salary	Effective Date	Prorated Salary	10 OR 12 Months
Bermudez	Erika	Building Based Sub -PAC	\$125/day	02/25/2019	n/a	10
Lloyd	Heather	Teacher (Art)-PAC	\$56,004	04/08/2019		10
King	Rashaan	Security Office	\$21.55 hr	*	n/a	10

\*= awaiting clearance to start

#### Updates

Last Name	First Name	Position	Salary	Effective Date	Prorated Salary	10 OR 12 Months
Williams	Shonda	One on One Aide-PAC	\$24,300	1/29/2019	\$11,928.76	10
Griffiths	Elijah	Executive Assistant to CEO	\$66,500	1/28/2019	\$28,541.73	12
Williams	Teresa	One on One Aide-STEAM	\$27,086	1/22/2019	\$13,922.36	10

**Approved.**

7. The Board of Trustees of Marion P. Thomas Charter School approves the following rehires/changes of title for the 2018-2019 School Year:

Last Name	First Name	Position	Effective Date
Suarez	Jorge	Substitute Cleaner	\$12.78 hr
Beresford	John	Substitute Cleaner	\$12.78 hr

**Approved.**

8. The Board of Trustees of Marion P. Thomas Charter School approves the following separations for the 2018-2019 School Year:

Last Name	First Name	Location	Position	Type	Effective Date
Wilson	Andray		Custodian	Resignation	2/13/2019
Aronds	Cassandra	High School	Social Studies	Resignation	3/26/2019
Magginis	Luke	High School	Special Education Teacher	Resignation	3/26/2019
Izzolino	Theresa	High School	ELA Dept. Chair	Resignation	3/31/2019
Collins	Carol	High School	School Nurse	Resignation	3/28/2019
Romano	Diana	High School	Special Education Teacher	Resignation	3/31/2019
Wright-White	Kimberly	High School	HS Principal	Resignation	6/30/2019

**Approved (G. Collins abstained).**

9. The Board of Trustees of Marion P. Thomas Charter School approves the following Leaves of Absence - New and Updated:

**Leaves of Absence (new and updated)**

Last Name	First Name	Location	Position	Type of Leave	Leave Date	Return Date
Felix	Bernardo	High School	Teacher	Sick Leave	10/12/2018	TBD
Jamison	Shaheerah	High School	College Counselor	Sick Leave	10/25/2018	2/18/2019
Sanchez	Samantha	STEAM	Teacher	Maternity	01/02/2019	05/04/19
Fasching	Megan	SELECT	Teacher	Maternity	11/5/2018	4/8/19
Chancey	Trina	STEAM	Security Officer	Maternity	12/10/2018	3/4/2019*
Shuman	James	High School	Teacher	Sick Leave	12/17/2018	6/30/2019*
<b>Breheny</b>	<b>Deanna</b>	<b>SELECT</b>	<b>Teacher</b>	<b>Maternity</b>	<b>2/25/2019</b>	<b>6/10/2019</b>

Rivera	Vernetta	Home Office	Biz Office Coordinator	Sick Leave	1/29/2019	5/1/19
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**\*New Leave Requests in Bold**

*\*Updated Leave Requests in Italics*

**Approved.**

10. The Board of Trustees of Marion P. Thomas Charter School approves the following staff eligible for Worker's Compensation:

**Workers' Comp:**

Last Name	First Name	Position	LossDays	Location
Fabian	Blake	Dept. Chair	35	HS
Sobers	Sharon	ES Teacher	1	STEAM

**Approved.**

**OTHER**

11. The Board of Trustees of Marion P. Thomas Charter School approves the amendment of the school's mission to the following:

By every means necessary, our mission is to be a 21st century Village responsive to the needs of students, parents, staff, and the Newark community at-large where scholars become ready for college, careers, and life.

**Moved: Blount. Second: Rouse. Approved: Unanimous.**

12. The Board of Trustees of Marion P. Thomas Charter School approves the attached consulting services agreement with Brick Education Network for recruiting support in the amount of \$17,100 from March 1-June 30, 2019.

**Moved: Rouse. Second: Blount. Approved: Unanimous.**

13. The Board of Trustees of Marion P. Thomas Charter School accepts the following grants:

Source	Purpose	School	Amount
WholeFoods	Garden Project	PAC	\$2,000
GlaxoSmithKline	Adopt-a-Class Program	SELECT (Grade 5)	\$10,000

**Moved: Blount. Second: Rouse. Approved: Unanimous.**

14. The Board of Trustees of Marion P. Thomas Charter School approves the following field trips:

Date	Purpose/Destination	School	Transport	Cost
2/26/19	Showtime with Shakespeare at NJPAC	Grades 3-5 at all schools	Bus (free)	Free

3/14/19	GlaxoSmithKline Headquarters	Grade 5, SELECT	Bus (grant)	Free
3/14/19	St Thomas Aquinas College Fair	High School Gr. 11-12	Bus (free)	Free

**Moved: Blount. Second: Lesley. Approved: Unanimous.**

15. The Board of Trustees of Marion P. Thomas Charter School approves the attached HIB investigations, including 2 confirmed cases.

**Moved: Blount. Second: Rouse. Approved: Unanimous.**

### **XIII. ADJOURNMENT**

The board adjourned at 8:44 PM.

**Moved: Blount. Second: Rouse. Approved: Unanimous.**

Prepared by: Misha Simmonds