



Marion P. Thomas Charter School Board of Trustees
Minutes of Scheduled Meeting
June 25, 2018

I. Call to Order

The Chair G. Collins called the meeting to order at 6:03 pm.

II. Roll Call

The School Business Administrator/Assistant Board Secretary conducted a roll call of members present. Members were counted and the Board Secretary confirmed quorum for the meeting.

Members Present

Greg Collins
Vincent Rouse
David Blount
Michelle Jones
Briana Gilchrist-Alumni
Tyisha Kidd-Parent
Karen Thomas-CEO
Misha Simmonds- Interim Chief School Administrator
Damon White- Director of Operations
Femi Amorin – SBA /Board Secretary

Excused

Rev. Ronald Slaughter
Lesley Leslie
Khaatim Sherrer El
Reginald Petty
Joi Dean-Taylor

Other

T. Jalloh-Board Counsel
M. Fletcher – Director of Human Resources

III. ADOPTION OF AGENDA

The Agenda for the meeting was adopted

Moved: D Blount

Second: V. Rouse

ADOPTION OF MINUTES

The minutes from A May 19, 2018 Meeting were adopted with necessary corrections

Moved: V Rouse

Second: D. Blount

IV. OPEN PUBLIC FORUM

Ms Parelis, the President of Marion P Thomas Education Association (MPTEA) appealed for the reinstatement of the positions of interventionist that was eliminated in the staffing structure of the School.

PRESENTATION

Attendance Awards

The Director of Scholar Support Services, Ms. Confrancisco, presented Scholars that had perfect attendance during the school year. In all, 21 students had perfect attendance in the outgoing year. The chair congratulated the students and their parents on the enviable achievement and requested them to keep it up.

School Safety Data System

The report on the School Safety Data System, which replaced the EVVRS, was jointly prepared by The Director of Scholar Support Services and the Dean was presented by Dean Rankin. In view of the high number of suspensions described, and other incidents leading to removal, the Interim Chief School Administrator, Mr. Ranking, Ms. Confrancisco and the Data Team are working on training and instituting clear guidelines that will insure consistency in reporting across buildings in response to the same infraction. This will enhance the accuracy of subsequent reporting.

V. ADMINISTRATIVE REPORTS

1) Chief Executive Officer Reports

- A. The Chief Executive Officer gave the status of twelve ongoing projects. Nine activities were completed, and three activities are in various stages of completion. The CEO stated in her report the following:

- B STUDENT ACHIEVEMENT** – PARCC preliminary results are in and will be reported out by Mr. Simmonds on behalf of the Academic Committee in closed session.
- C. GRADUATION**– The class of 2018 graduation rate was 95%. The ceremony was held June 16 at Science Park HS. The CEO was the commencement speaker.
- D. ANNUAL REPORT**—the 2018 Annual Report will be completed by the Leadership Team. The incoming and outgoing school leaders will work together to monitor and finalize the report to submit by August 1.
- E SUMMER ACADEMY** – The program will not be offered as there are not adequate financial and human resources to complete the necessary curriculum and staff development which, based on where we are, are the higher priority.
- F. ENROLLMENT** - Report for 18-19 will be presented by Mr. Simmonds.

The CHE closed with 1366 students confirmed and 5 students not released. Three have since been released by East Orange and Irvington. The final 2 have extenuating circumstances related to out of district placement and transfer that will not be resolved until next year.
- G EVALUATION** – All staff evaluations have been completed and filed with the HR department.
- .H FACILITIES PLAN- This** was presented at the Board retreat but needs ratification in a resolution in the June meeting.

2 Enrollment

The Interim Chief School Administrator (ICSA) provided members an update on the enrollment for the 2018-2019 School Year. The leadership team has adopted SMART Enrollment that will improve information and provide real time data that would insure timely decision on enrollment.

- S- Seats Available
- M - Matching to MPTCS
- A - Assignment
- R - Registration and Reverification
- T - Transfer

3. Operations

The Report provided by the Director of Operations was accepted as given by the Board who was unavoidably absent. He had to attend a mandated training organized by NJ Department of Education on improving safety in NJ Schools.

VI. COMMITTEE REPORTS

1) Personnel Committee

The Chair of the Personnel Committee, David Blount, presented the personnel report concerning new hires, promotions, separations, leaves of absences, and any employees on workers compensation.

The Personnel Committee reported that there are 50 vacancies yet to be filled. The Chair provided the breakdown as follows - Grades K-8, 30 vacancies. High School, 12 vacancies. And Central Office, 8 vacancies.

The chair reported that contract for the 2018-2019 School Year was distributed. He also reported that Choice Strategies - MPTCS's Vendor for the Flex Spending and Dependent Care Account has merged with Wage Works. Employees were informed of the merger and new cards will be issued under Wage Works for the 2018-2019 School Year.

2 Finance Committee

The Finance Committee report was presented by the School Business Administrator. The bill list for June 2018 in the amount of \$2, 5814,263 was presented to the Board for approval. The SBA also presented the Board Secretary and Board Treasurer Report as of May 31, 2018.

VII. CLOSED SESSION

Closed Session to discuss the preliminary PARCC scores.

Resolution to move to closed session.

Moved: M Jones

Second: T. Kidd

OPEN SESSION

Resolution to move into an Open Session

Moved: V. Rouse

Second: K. Sherrer El

FINANCE

JUNE 2018 RESOLUTIONS

FINANCE

6-18-1

The Board of Trustees of Marion P. Thomas Charter School approves the bill list for the month of June 2018 for \$2,581,263. **Approved**

6-18-2

The Board of Trustees of Marion P. Thomas Charter School approves the Board Secretary Report for the month of May 2018. **Approved**

6-18-3

The Board of Trustees of Marion P. Thomas Charter School approves the Treasurer of School Monies report for the month of May 2018. **Approved**

6-18-4

The Board of Trustees of Marion P. Thomas Charter School approves adjustments to the 2017- 2018 budget through 91 transfers proposed by the School Business Administrator resulting in a fully balanced and positive budget. **Approved**

6-18- 5

The Board of Trustees of Marion P. Thomas Charter School approves reimbursements of tuition to staff that met the conditions for reimbursement for the 2017-2018 School Year in the amount of \$7,675. **Approved**

6-18-6

The Board of Trustees of Marion P. Thomas Charter School resolves to reappoint Galleros Koh, LLP for the audit of the financial statements of Marion P. Thomas Charter School at a fee of \$26,000 and preparation of tax returns thereof for \$2,500 for 2017-2018 School Year. **Approved**

6-18-7

The Board of Trustees of Marion P. Thomas Charter School resolves to reappoint Christopher M. Lessard as the Treasurer of School Monies (Board Treasurer) for \$4,800.00 for the 2018 – 2019 School Year. **Approved**

6-18-8

The Board of Trustees of Marion P Thomas Charter School resolves to re- appoint the firm of Johnston Law Firm, LLC of 75 Midland Avenue, Montclair, NJ 07042 as the legal firm representing Marion P. Thomas Charter School with respect to labor and union related matters for the 2018-2019 School Year at a rate of \$275 per hour for principals and counsel, \$235.00 per hour for associates, and \$115.00 per hour for paralegal. **Approved**

6-18-9

The Board of Trustees of Marion P Thomas Charter School resolves to re- appoint the firm of Jalloh and Jalloh, LLC of 21 West Blanche, Linden NJ 07036 as the School Board Attorney for the 2018-2019 School Year at a retainer fee of \$50,000 per year payable in monthly instalments of \$4,250. **Approved**

6-18-10

The Board resolves to approve Mr. Damon White as authorized signatory to all bank accounts of Marion P Thomas Charter School effective immediately. **Approved**

HUMAN RESOURCES

6-18-11

The Board of Trustees of Marion P. Thomas Charter School approves the following promotions in the month of June 2018. **Approved**

Last Name	First Name	Position	Salary	Effective Date
Mizrahi	Susan	Teacher (PreK)	\$56,004.00	8/20/2018
Tulloch	Shana	Teacher (SPED)	\$56,004.00	8/20/2018
Ford	Kelly	Pre-k Teacher Assistant	\$35,215.00	8/20/2018
Bussey	Hayat	Admin. Asst.: Payroll and Benefits	\$55,000.00	7/2/2018
Lorente	Cynthia	Senior Accountant	\$65,000.00	7/2/2018
Sawaged	Rania	School Counselor	\$82,132.00	7/2/2018
Abraham	Shannon	Asst. Dir of Facilities	\$25.00/hr. \$60,000.00	5/29-6/30/2018 7/2/2018

Sanchez	Elizabeth	Teacher	\$55,00.00	8/20/2018
Greene	Jessica	Teacher	\$55,200.00	8/16/2018
Mitchell	Desiree	Social Worker	\$75,690.56	7/2/2018
Taylor	Clifford	Teacher	\$56,004.00	08/16/2018
Sangster	Siera	Teacher	\$55,200.00	8/16/2018
Brown	Arthur	Summer Intern	\$15.00/hr.	5/21/2018
Brown	Ariana	Summer Intern	\$15.00/hr.	5/21/2018
Bruce	Noah	Summer Intern	\$15.00/hr.	5/21/2018
Amorin	Sam	Summer Intern	\$20.00/hr.	5/29/2018
Amorin	Faith	Summer Intern	\$15.00/hr.	5/21/2018
White	Ashely	Summer Intern	\$15.00/hr.	6/04/2018
Brown	Ibn	Summer Intern	\$12.50/hr.	05/29/2018
Fejes	Steven	Summer Intern	\$20.00/hr.	7/18/2018



6-18-12

The Board of Trustees of Marion P Thomas Charter School approves the following promotion and changes of roles and responsibilities: **Approved**

Last Name	First Name	Position	Effective Date
Green-Hill	Audrey	Office Manager to Family Worker	7/2/2018
Turn age	Ieesha	Interventionist - LTS/Teacher	8/20/2018
Thomas	Leslie	Interventionist - LTS/Teacher	8/20/2018
Saunders	Michele	Master Teacher	7/2/2018
Souels	Felicia	Teacher	8/20/2018
Frierson	Georgeann	One on One Aide - On Call Sub	8/20/2018
Griffin	Michele	Dir. Mktg/Dev - Chief Communications and Engagement Officer	7/2/2018
Mosely	Krystal	Admin Asst Payroll - HR Coordinator	8/20/2018
Schiavone	Lavinia	Interventionist -PreK Teacher Asst	8/20/2018

6-18-13

The Board of Trustees of Marion P Thomas Charter School approves the following separations:

Last Name	First Name	Position	Status	Effective Date
Rodriguez	Neftali	Interventionist	Resigned	6/1/18
Gregory	Melissa	Teacher (SPED)	Resigned	6/29/18
Micek	Michael	Teacher (PE)	Resigned	6/29/18
Minor	Mysaia	One on One Aide	Resigned	6/21/18
Pistner	Blake	Teacher (SPED)	Resigned	6/29/18
Toro	Jennifer	Teacher	Resigned	6/29/18
Kwok	Daniel	Teacher	Resigned	6/29/18
Jacobs	Justin	Teacher	Resigned	6/29/18
Wilson	Dennis	Teacher	Resigned	6/29/18
Purefoy	Shaun	Teacher	Resigned	6/29/18
Tabanli	Sheila	Department Chair	Resigned	6/29/18
Covington	Virginia	Food Services	Retired	6/29/18
Butterfield	Marlene	Food Services	Retired	6/29/18
Brinson	Michelle	Food Services	Terminated	5/24/2018
Locke	Deborah	Admin Asst	Terminated	6/15/18

6-18-14

The Board of Trustees approves the following leaves of absence for the month of June 2018 new and updated

Last Name	First Name	Position	Type of Leave	Leave Date	Return Date
Mosley	Krystal	Payroll, Business office	Sick	9/18/2017	6/4/2018 (updated)
Yekeen	Khadijat	Sped. Teacher MS	maternity leave	2/26/2018	6/18/2018
Craig	Jason	History Teacher HS	Paternity Leave	6/11/2018	08/2018
Shiera	Ola	ES Teacher	Sick Leave	3/02/2018	08/2018
*Blevins	Torrence	custodian	sick	6/4/2018	6/21/2018
*Ferrer	Angie	ES Teacher	maternity leave	5/11/2018	9/2018
*Wilson	Andray	Custodian	Sick Leave	2/27/2018	*7/2/2018
Caldwell	Shirena	Custodian	Sick Leave	3/20/2018	9/2018
Einstein	Julie	ES Teacher	maternity leave	5/18/2018	8/20/2018
Jones	Martha	MS Teacher	administrative leave	3/29/2018	6/30/2018
Monteith	Sean	HS Teacher	Sick Leave	6/15/2018	08/20/2018
Williams	Ramona	Assistant SBA	Maternity Leave	7/16/2018	11/1/2018

OTHER

6-18-15

The Board of Trustees of Marion P. Thomas Charter School approves the award of the contract for the supply of vended meals to Karson Food Service, Inc. For Scholars located in 370 South 7th Street and 88-108 Shipman Street, Burnett Street and 125 Sussex Avenue Newark. Karson Food Service has the overall highest rating on the predetermined criteria applied to all bidders. The Vendor is to supply the vended meals at the following rates:

Breakfast - \$1.32 per meal
 Lunch - \$2.59 per Meal
 Snack - \$.66 per Meal

Moved by: M. Jones
 Seconded by: D Blount

6-18-16

The Board of Trustees of Marion P. Thomas Charter School resolves to accept a grant of \$75,000 by Newark Charter School Fund (NCSF) to hire a Community Engagement Specialist. This specialist will act as a liaison between school leaders, parent, and local /state personnel for the 2018-2019 School Year.

Moved by: M. Jones
Seconded by: T.Kidd

6-18-17

The Board of Trustee of Marion P Thomas Charter School approves a resolution to accept a safety grant in the amount of \$11,179 from New Jersey Schools Insurance Group to enhance security monitoring at MPTCS buildings during 2018-2019 School Year.

Moved by: T.Kidd
Seconded by: M. Jones

6-18-18

The Board of Trustee of Marion P Thomas Charter School approves a resolution to accept a program designed by The Arc of New Jersey to teach MPTCS Scholars skills related to seven (7) core areas (Transition, Planning, /Visioning, Health /Behavioral, Health, Housing, Legal /financial Social, Self-Direction and Post-Secondary Education Employment) The program is offered free of charge through Planning for Adult Life , a program conducted and developed in partnership with the Arc of New Jersey with funding from New Jersey Division of Developmental Disabilities.

Moved by: T.Kidd
Seconded by: M. Jones

6-18-19

The Board of Trustee of Marion P Thomas Charter School approves a resolution to accept the Board Meeting Dates for the 2018-2019 School Year.

Moved by: M. Jones
Seconded by: T.Kidd

Prepared by: Femi Amarin
School Business Administrator/Board Secretary

Approved by:

Board of Trustees