



Marion P. Thomas Charter School Board of Trustees

Minutes of Scheduled Meeting

Held on October 23, 2017

I. Call to order

The Chair called the meeting to order.

II. Roll call

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

Members Present

G. Collins - Chair
D. Blount
V. Rouse
M. Jones
J. Taylor-Dean (joined by phone)
D. Best – (Joined by phone)
K Thomas - CEO
F. Amorin

(ii) Excused
K. Roberts
Rev. Slaughter
L. Leslie
R. Petty
K Sherrer El

(iii) Other:
T. Jalloh – Board Counsel
D. White, Director of Operations
M. Fletcher - Director of Human Resources



III ADOPTION OF AGENDA:

The Agenda for the meeting was adopted

Moved by D. Blount

Seconded by: V Rouse

ANOUNCEMENT

The Chair announced the receipt of a proxy from Trustees Khaatim Sherrer El who was absent from the meeting.

IV. ADMINISTRATIVE REPORTS

1) Electronic Violence and Vandalism Report (EVVRS)

Dean Kurvin Rankin presented the 2016-2017 EVVRS report to the board. The School scored 75 out of possible score of 78. The report was compared to what the school scored in prior year 2015-2016 School year when the school scored 72 out of a possible score of 78. This was an improvement. Board members urged the school to initiate steps that will address the deficiencies noted with a view to improving the score in the next reporting.

2) Chief Executive Officer Report

The Chief Executive Officer gave the status of ongoing projects out of total projects listed activities were completed and 7 activities are in various stages of completion. The CEO reported initial feedback on the October 12, site visit. She reported that appropriate plans are underway for the recruitment of new members to replace members whose terms are expiring in May 2018 and for the expanded board seats. They will be focused and complement skills needed to implement the strategic plan.

On enrollment, the CEO reported that the school had 1,380 students against approved maximum of 1,430 students. She stated that the school was - oversubscribed in Elementary School by 16 students, short in Middle School by 36 students and short by 18 students in High School.

On Facility she reported that Clinton Avenue is closing the week of 10/23 and that the Facilities Team has met to program Clinton Avenue at full capacity. She informed members that the Director of Facilities has provided floor plans for all campuses. She also informed members we had made an offer on Burnett Street prior to that meeting because when we were first looking it had been acquired by another source but the deal did not go through, so it is now available again. The title issues on Morton Street are yet to be cleared up so that we can close. She also informed members that research is ongoing on the plan to move out a portion of the Central Office that is in Shipman Street campus.



She reported that the dedication of the Baraka classroom at Shipman previously scheduled for October 19 has been rescheduled to October 25, 2017. The Board Chair Greg Collins was recognized at the Charter School Conference as one of the early cohort charter pioneers, while she received the inaugural Charter Innovator of the year award. She also reported that Middle School conducted a downtown Breast Cancer awareness walk.

The CEO reported that she will be honored by Dr Bob Lee Make the Grade Foundation on December 7, 2017.

She also reported that work has begun on the development of the Pre School Application and model for Pre k 3 and 4 as part of the expansion for 2018-19 School Year. The application is due on November 15, 2017.

3 Chief Academic Officer Report

The Chief Academic Officer report as usual centers on six key areas, Academic Achievement, 2) Assessments/ Data, 3) Village culture, 4) Staff Development, 5) Family Engagement and 6) Curriculum.

The CAO reported that we successfully made it through the mock sessions of The Renewal visit and the visit on October 12.

She stated that two key points were given as the immediate feedback during the exit conference. – Direct Instruction was taking place and the lack of rigor. However, the team stated that the team was unable to ascertain whether it is the curriculum or if it was where the scholars were academically. The CAO provided insight as to what the instructional leaders and COA team are doing to address these and other concerns.

The CAO provided a Data assessment DRA 2 snapshot from the Middle School. The data showed that majority of Scholars are reading below grade levels. She enumerated different instructional support tools to address these deficiencies.

The CAO also informed members of the introduction of NY ENGAGE. This curriculum tool which utilizes inter disciplinary modules (social studies, and Science) for expected proficiency standards in writing and PARCC like activities.

On Family Engagement, she enumerated various activities and events involving parents at the Elementary and Middle Schools.

For staff support, she reported that all the four campuses are using the new trackers to conduct bimonthly classroom snapshot visits. Along with the instructional coach, the administrator is designing support and feedback that gives teachers understanding of their efforts and its alignment with Danielson evaluation framework.



4 Director of Operations Report

The report was electronically submitted for review by members.

IV. COMMITTEE REPORT

1) Executive Committee

The Chair Greg Collins thanked all members of staff of MPTCS for their support during the charter renewal process and the site visit. He reported that the renewal went well and that the DOE team did not present reasons why we would not be renewed.

The Chair reported that a tentative agreement has been reached with the Union and the Union and the School are working on a salary guide.

He also reported that efforts are being made to recruit new board members to broaden the skills available. It is target individual with strong financial background and Alumni

2) Personnel Committee

The Chair of the Personnel Committee David Blount presented the personnel committee report. The report listed the new hires along with their effective dates. He also presented a listing of separations and the effective dates of their separations along with the request for leaves of absence

The Personnel Chair also provided a report of current openings. He reported that there are total of 14 openings across the four campuses and the Central Office.

3) Finance Committee

The Finance Committee report was presented by the School Business Administrator. The Bill List in the amount of \$ 2,775,234.36 for the month of September was presented to the Board for approval. The SBA also presented the Board Secretary Report for the September 30, 2017.

4) Legal Updates

The Board Attorney informed the Board that she is working on updating the various policies of the School. She also stated that that litigation by the parent of a student who claimed to have been bullied is still been reviewed. The Deed for Clinton Street



property has been signed; while that of Morton Street is being delayed because of title issues that still need to be cleared.

V OPEN PUBLIC FORUM

No Comments from the Public

VI RESOLUTIONS

FINANCE

10-17-1

The Board of Trustees of Marion P. Thomas Charter School approves the bill list for the month of October 2017 in the amount of \$2,775,234.36 Approved

10-17-2

The Board of Trustees of Marion P. Thomas Charter School approves the Board Secretary Report for the month of September 2017. Approved

10-17-3

The Board of Trustees of Marion P. Thomas Charter School approves the Treasurer of School Monies report for the month of September 2017. Approved



HUMAN RESOURCES

10-17-4

The Board of Trustees of Marion P. Thomas Charter School approves the following new hires for the 2017-2018 School Year: Approved

Last Name	First Name	Position	Salary	Signing Date
Elementary School				
DeLeonardo	Jason	Elementary Special Education Teacher	\$57,047	09/25/2017
High School				
Waller	Brittany	Mathematics Teacher	\$58,568.04	9/21/2017
Oussalem	Ali	Mathematics Teacher	\$67,943.10	10/16/2017
Abdouh	Ayman	Mathematics Teacher	\$69,635.85	10/19/2017
SELECT Academy				
Childs	Terrance	One on One Aide	\$26,000	10/04/2017
Central Office				
Haynes	Sandra	Substitute Custodian	\$12.50 per Hour	10/09/2017



10-17-5

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

Last Name	First Name	Position	Status	Effective Date
Armogen	Xiomara	MS Math	Resigned	10/31/2017 released early 10/6/17
Sumliner	Richard	HS Math Teacher	Resigned	10/13/2017
Saint Furcy	Winston	Dean of Students	Released	10/13/2017
Jenkins	Doris	Elementary Teacher	Resigned	12/16/2017
Tweed	James	MS Special Education Teacher	Resigned	12/18/2017
Rios	Kyle	HS ELA Teacher	Resigned	12/13/2017

10-17-6

The Board of Trustees of Marion P Thomas Charter School approves the following requests for Leaves of Absence

Last Name	First Name	Position	Type of Leave	Leave Date	Return Date
<i>Cordero</i>	<i>Leni</i>	<i>ES World Language Teacher</i>	<i>maternity</i>	<i>3/20/2017</i>	<i>10/16/2017 (update)</i>
<i>Ahmad</i>	<i>Khalid</i>	<i>MS Security Officer</i>	<i>sick</i>	<i>8/22/2017</i>	<i>10/9/2017</i>
<i>Mosley</i>	<i>Krystal</i>	<i>Payroll, Business office</i>	<i>Sick</i>	<i>9/18/2017</i>	<i>11/30/2017 (updated)</i>
<i>Lopez</i>	<i>Nilsa</i>	<i>HS custodian</i>	<i>sick</i>	<i>9/8/2017</i>	<i>10/16/2017 (updated)</i>
<i>Kaminski</i>	<i>Logan</i>	<i>HS Health & PE Teacher</i>	<i>paternity</i>	<i>10/2/2017</i>	<i>10/16/2017 (update)</i>
Wright-White	Kimberly	HS Principal	Sick	11/1/2017	1/2/2018
Fields	Andre	HS Sub Security	sick	10/19/2017	11/20/2017

10-17-7

The Board of Trustees of Marion P. Thomas Charter School approves the 2017-2018 Employee Handbook. **Approved**



OTHER

10-17-8

The Board of Trustees of Marion P. Thomas Charter School confirms that it has reviewed the EVVRS report and approves submissions with the necessary corrections. **Approved**

10-17-9

The Board of Trustees of Marion P. Thomas Charter School Approves the contract for SELECT and the Institute for Music and Children for the 2018-19 school years in the amount of \$58,500 for 100 students for 24 weeks. **Approved**

10-17-10

The Board of Trustees of Marion P. Thomas Charter School approves the campus visit for the following students to Simmons College on or before December 12, 2017 with Dr. Thomas:

Approved

Alexis Henderson
 Felesha Phillips
 Ana Mariko

10-17-11

The Board of Trustees of Marion P. Thomas Charter School Approves the contract with Brett DiNovi & Associates, LLC for the provision of behavioral /Education Consultation for the 2017-2018 School Year **Approved**

10-17-12

The Board of Trustees of Marion P Thomas Charter School approves the following field Trips by the High School

Date	Description of Trips	Grades /# Students	Approximate Cost
11-16-17	Widen & Kennedy Advertising Agency 150 Varick Street New York NY 1003	12 Grade - 12-15 Scholars', 2 Chaperons	\$550
11-17-17	Williamson College of Trades 106, S. New Middletown Road, Media PA 19063	10 and 11 Grade – 30 Students 10 Chaperons	\$1,192



11-29-17	University of Maryland, College Park & Morgan State University – Baltimore	9 and 11 Grades - 100 Students 10, Chaperons	\$2,450

10-17-13

The Board of Trustees of Marion P Thomas Charter School approves a visit to Schools in San Antonio using Reading Mastery by John Gamble and Ms Moore and an estimated cost of \$1,250 **Approved.**

A handwritten signature in blue ink, appearing to read "Femi Amorn", is written over the word "Approved" in the previous block.

Prepared by Femi Amorn – Board Secretary

Approved by MPTCS Board of Trustees