

Marion P. Thomas Charter School Board of Trustees

Minutes of Scheduled Meeting May 20, 2017

The Madison Hotel

One Convent Road

Morristown, NJ 07960

The meeting was advertised in the Star Ledger of August 5, 2016

Time: 2.30: PM – 4:00PM

I. Call to order

The Chair called the meeting to order.

II. Roll call

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

Members Present

G. Collins - Chair

K. Sherrer El

M. Jones

J. Dean-Taylor

V. Rouse

F. Amorin

(ii) Excused

K. Roberts

L. Leslie

D. Best

R. Petty

Rev. Slaughter

(iii) Other:

T. Jalloh – Board Counsel

Dr. D. Land – Chief Academic Officer

D. White – Director of Operations

Rev. G. Ince – Executive Director – Friends of MPTCS

Michael Fletcher – Director of Human Resources

III ADOPTION OF AGENDA:

The Agenda for the meeting was adopted as previously circulated.

Moved by: K. Sherrer El

Seconded by: V. Rouse

IV. MINUTES

The meeting minutes for the April 24, 2017 board meeting were approved by the Board.

Moved by: V. Rouse

Seconded by: M. Jones.

The Chair announced the receipt of proxies from the following board members who were unable to attend the meeting.

David Blount

Ronald Slaughter

Donna Best

V ADMINISTRATIVE REPORTS

1. Chief Academic Officer Report

The report provides an overview of major highlights and information pertaining to the Village and covered 5 key areas (1) Academic Achievement, (2) Assessment, (3) Village Culture, (4) Family Engagement and (5) Programs.

The Chief Academic Officer (CAO) gave an overview of the culture in the village and how the Leadership stepped up and provides coverage for the Middle School while Ms Hamilton was on medical leave. She reported that Ms Hamilton is still on medical leave and that a more sustainable plan had been put in place for needed stability in the Middle School. This move allows parents, scholars and staff to deal with one person and receive a consistent message.

The CAO gave an update on Partnership for Assessment of Readiness for College and Careers (PARCC) and assessment update. She stated that the PARCC make ups concluded. Scholars in grades 4 and 8 will be taking the NJ ASK Science, and 9th and some 10th graders will take NJ Biology Competency exam at the end of the month. . She reported that End of Year (EOY) testing will take place with DIBELS /TRC in grades K-5, DRA2 in grades 6-8 and K-8 Go Math. There will also be one final MAP assessment in grades K-11.

The CAO also provided snapshots of the instructional goals for 2017-2018 year and the planned strategies to achieve the stated goals. She reported on staff retention and updates on new recruitment drive.

The CAO reported on various parental activities being planned for the month. These activities are designed to encourage participation of parents in the affairs of the School.

2. Operations Report

The Director of Operations (DOO) Mr. Damon White provided a report on the operations of the School during the month of April 2017. He reported that the School ended the month with an enrollment of 1,321 scholars, a reduction of 17 students compared to previous month of 1,338 Scholars

The DOO provided updates in recruitment / enrollment, reverification, negotiation and other operational aspects of the School.

He reported the window for residency verification which began on April 24 will run through September 29, 2017. The exercise requires Newark residents Students attending MPTCs in the 2017-2018 to verify residency status his /her residency status.

He announced that official registration has commenced and will run through June 2, 2017 The DOO informed members that MPTCS received notification from Katherine Czehut. Office of Charter and Renaissances schools regarding the MPTCs Charter renewal. The Renewal application is due to NJ Department of Education no later than Tuesday, August2017.

The Director of Operation reported that the leaders of the School met with Tom Johnston. The meeting reviewed expiring contract and discussed strategies for the next Collective Bargaining Agreement.

The Director reported on attendance and tardiness, inclement weather and other operational issues school wide.

VI COMMITTEE REPORTS

1. The Executive Committee

No report

2. Policy Committee

No report.

3. Personnel Committee

Director of Human Resources presented the personnel committee report on behalf of the Personnel Committee Chair. 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. The Personnel Chair also provided a report of current openings. There are total of 13 openings across the four campuses.

The Director of HR also presented the listing of non-renewals and along with the listing of 2017-2018 staff renewal list.

The Committee Chair reported that a Middle School Teacher (OO) is still suspended with pay pending receipt of report of investigation into institutional abuse. Another Interventionist OA was suspended with pay pending result of investigation of alleged institutional abuse that occurred 3/20/17. MPTCS awaits feedback and update from outside investigator as the employee continuing on leave.

4 Finance Committee

The School Business Administrator presented the financial status of the school as of April 30, 2017 and a Bill List in the amount of \$1,979,759.46 for the month of May 2017. He affirmed that the school is solvent and has enough cash to pay the bill list presented if approved. He also reported that all required reports are also up to date and have been filed with the State.

VII LEGAL UPDATES

The Attorney confirmed that email amongst members of the board does not constitute a meeting but such email is discoverable. She also reported that a student has complained to being bullied and the school did nothing about the complaint.

The Attorney also reported that a petition filed against 2 former staff that left the services of the School without proper notice comes up July 11, 2017.

The Board Attorney also reported that a student's parent filed a law suit in which she alleged the student was bullied and the School did not follow the proper protocol. The law suit is in discovery phase.

VIII OPEN PUBLIC FORUM

No comment from the public.

X RESOLUTIONS

FINANCE

5-17-1

The Board of Trustees of Marion P. Thomas Charter School approves the bill list for the month of May 2017 in the amount of \$1,979,759.46 **Approved**

5-17-2

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

5-17-3

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

HUMAN RESOURCES

5-17-4

The Board of Trustees of Marion P. Thomas Charter School approves the following promotions and transfers in the month of May 2017. **Approved**

Name	Old Position/New Position	Effective Date
Jahora Moore	VP Academy /Administrator MS	5/1/2017
Sarah Davoren	ES Sped Teacher/ MS Special Ed Teacher	5/1/2017

5-17-5

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

Name	Position	Status	Effective Date
Prince Stewart	In-Class Suspension Coordinator (HS)	Resigned	5/18/2017
Ashly George	MS Teacher	Resigned	6/28/2017
Gabrielle Brown	MS Interventionist	Resigned	6/28/2017
Ethel McGinn	HS Math Teacher	Resigned	6/28/2017

5-17-6

The Board of Trustees of Marion P Thomas Charter School approves the non-renewal of the employment contract of the following employees for the 2017-2018 School Year: **Approved**

Gourdine, Kimberly	ES	VP
Porcaro, Laura	ES	Principal
Turner, Camille	ES	Aide
Jones, Brielle	Academy	Intervention Specialist
Nwadike, Nnamdi	Academy	Math Teacher
Anamdi, Obidi	MS	Intervention Specialist
Brown, Gabrielle	MS	Intervention Specialist
Neal, Leticia	MS	Sped. Teacher
Omokaro, Osarobo	MS	Sped. Teacher
Cassius, Paula	HS	Culinary Teacher
Moronta, Diogenes	HS	World Languages Teacher
Yan, Kai	HS	Math Teacher
Larkins, Shelly	Central Office	Adm. Asst. Business Office

5-17-7

The Board of Trustees of Marion P Thomas Charter School approves the renewal of the contracts of employment of the following employees for the 2017-2018 School Year: as per the attached list **Approved**

See attached list

5-17-8

The Board of Trustees of Marion P Thomas Charter School approves the following leave of absences **Approved**

Name	Position	Type of Leave	Leave Date	Expected Return Date
Leni Cordero	WL Teacher, ES	Maternity	3/20/2017	8/2017
Desiree Flournoy	Academy Interventionist	Maternity	3/27/2017	5/29/2017
Georgeann Frierson	Classroom Aide	Sick	4/21/2017	6/5/2017
Keith Jefferson	HS Interventionist	Sick	5/19/2017	
Shelly Larkins	Accounts Payable Clerk	Sick	3/2/2017	4/30/2017 extended 6/12/2017
Latisha Neal	MS Teacher	Maternity	4/4/2017	9/2017
Vanessa Nedrick	ES Teacher	Maternity	5/1/2017	8/2017
Samantha Rollins	Academy Teacher	Maternity	5/1/2017	8/2017
Sachin Singh	HS Teacher	Paternity Leave	5/3/2017	5/18/2017

OTHER**5-17-9**

The Board of Trustees of Marion P Thomas Charter School approves the Third contract renewal agreement for meal services agreement between the Board of Directors of the Karson Food Services Inc. and Marion P Thomas Charter School to provide meals to High School and SELECT Academy located in 88-108 for the 2017-2018 School Year at the following rates:

Breakfast - \$1.25 per meal

Lunch - \$2.57 per Meal

Approved

5-17-10

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 308 South 9th Street. Karson Food Service has the overall highest rating on the predetermined criteria applied to all bidders. The Vendor to supply the vended meals at the following rates:

Breakfast - \$1.25 per meal

Lunch - \$2.39 per Meal

Snack - \$0.63 per Meal

Bulk \$2.39
Break, Lunch & Snack \$4.29
Approved

5-17-11

The Board of Trustees of Marion P Thomas Charter School approves the following field trips proposed by the staff of the High School during the month of May and June 2017
Approved

Date MPTCS 12th Grade Transportation to Six Flags
Great Adventure in Jackson NJ
Transportation Cost

Date: June 6, 2017
Location: Baltimore Inner Harbor
Number of Scholars: 40
Number of Staff 4
Transportation Cost: \$1,750
Academic Relevance: 11th Grade Junior trip

Date: June 7, 2017
Location: 2600 Benjamin Franklin Pkwy - Philadelphia, PA
Number of Scholars: 45
Number of Staff 5
Cost: \$630
Transportation Cost: \$1,750
Academic Relevance: 10th Grade activity

Date: June 13, 2017
Location: Fun Fuzion - New Rochelle, NY
Number of Scholars: 40
Number of Staff 3
Cost: \$792.18 includes meals
Transportation Cost: \$1,750
Academic Relevance: 9th Grade activity

5-17-12

The Board of Trustees of Marion P Thomas Charter School resolves to approve the appointment of Pastor Vincent Rouse as a Vice Chair of the Board with effect from July, 1, 2017. **Approved.**

5-17-13

The Board of Trustees of Marion P Thomas Charter School resolves to authorize the MPTCS the merger of Achieve Community Charter School into Marion P Thomas Charter School and the simultaneous acceptance by Marion P Thomas Charter School of all of the assets and liabilities of Achieve Community Charter School. **Approved.**

5-17-14

The Board of Trustees of Marion P Thomas Charter School resolves to approve the School management Agreement between Marion P Thomas Charter School and Achieve Community Charter School. **Approved.**

5-17-15

GOVERNANCE AND SUSTAINABILITY SUB-COMMITTEE RECOMMENDATIONS

The Board of Trustees of Marion P Thomas Charter School approves the following recommendations by the Governance and Sustainability committees **Approved**

The work of the Governance Committee has worked closely with Dr. Thomas during her sabbatical including three committee meetings and several due diligence meetings with internal and outside organizations resulting in the following recommendations to be followed by resolutions:

- Focus on developing an MPTCS instructional brand supported by curriculum and instructional practices and staff structures
 - Focus on strengthening specialty programs i.e. single gender, careers
 - Build instructional partnerships
- Focus on building capacity and reorganizing our finance department
- Merge with the BRICK/Achieve organization
 - Addresses goal for instructional capacity
 - Addresses enrollment objectives
- Make a decision around expansion numbers 1950 (expansion) 2675 (acquisition) 3325 expansion and acquisition
- Move to a K-8 and high school model
- Reenter the pre-k market
- Change our mission to include staff

st

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 are college and career ready

- Focus on parents with specific planning initiative
 - This should be a priority goal for the new school leader
- MPTCS should create its own facilities plan and share with Friends
- Continue to build human resources with plans not only around staff that need support but those who have produced results in order to support retention
- Negotiate a 5-year collective bargaining agreement
- Commit to assist Friends and Foundation in rebuilding and refocusing through a 5-year strategic plan

In addition we recommend the Board officially accept the sustainability plan presented with the attendant research and resources compiled by Dr. Thomas as her Sabbatical project. This includes:

Phase I- Sustainability and Succession plan

Phase II- Strategic Plan Development

Phase III Renewal Plan Application

Phase IV Strategic Plan Implementation

We understand that this plan is a fluid document that will be updated and adjusted as the work continues to the upcoming renewal and strategic plan implementation cycles.



Prepared by Femi Amarin – Board Secretary

Approved by MPTCS Board of Trustees