

Marion P. Thomas Charter School Board of Trustees

Minutes of Scheduled Meeting April 24, 2017

125 Sussex Avenue

Newark, NJ 07103

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

Time: 6:00 PM – 8:00PM

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

D. Blount

L. Leslie

K. Sherrer El

R. Petty

D. Best Joined by Phone

M. Jones

J. Dean-Taylor Joined by phone

F. Amorin

(ii) Excused

K. Roberts

Rev. Slaughter

V. Rouse

(iii) Other:

T. Jalloh – Board Counsel

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: D. Blount
Seconded by M. Jones

IV. MINUTES

The meeting minutes for the March 27, 2017 board meeting were approved by the Board.

Moved by: D. Blount
Seconded by M. Jones.

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 a brief synopsis of what transpired during the Spring Break of the school. The School is beginning to think of needed changes that need to be made in order to meet the challenges of the 21st century. Dr. Young Thomas who came in from her sabbatical leave provided contextual framework that is expected to guide the discussion for the week as we plan for the years ahead.

The CAO also provided updates on school culture and discipline and noted that the last round of expulsions helped the leadership of the school to identify gaps in the process and the need to take steps to address the lapses noted and fix them.

On staff update, she stated the Mrs. Hamilton is still out on medical leave stated that she does not know when she will be returning to the School. The Leaders have rotated coverage of the Middle School that she supervises but will place an administrator in the building after the administration of PARCC.

On instructions, she stated that the leaders are noticing gaps in instruction and that the number of teachers that could be considered good or great are very few in the District. She stated that the primary foci of next year will be emphasizing on teaching programs with fidelity, organizing small group instruction and expanding teacher's pedagogical knowledge to inform better teaching.

The CAO concluded her report with a brief overview of various family engagements that took place in the April 2017 across all campuses.

2. Operations Report

The Director of Operations (DOA) 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 1,338 students, a reduction of 4 students compared to previous month of 1,342 Scholars

The DAO provided updates in recruitment / Enrollment. He reported that over 13,000 students submitted enrollment applications in the City of Newark for school placement for the 2017-2018 School Year. He reported that school matches will be available as from Friday April 21, 2017. Families will be able to view their matches online and download match letters on the Newark Enrolls.Org website or call a dedicated number. Additionally, letters will be mailed to families on April 21, 2017. Schools can retrieve the letters from Salesforce.

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

VI COMMITTEE REPORTS

1. The Executive Committee

The Chair reminded members of the Governance subcommittee meeting scheduled for May 10, 2017. He reported of various efforts being planned to address the facilities challenges of the School.

The Chair reported on the ongoing discussion of redefining the interrelationships of MPTCS with Friends of MPTCS and its affiliates for better performance and to meet the strategic objectives of the organizations in view of the changes in the Charter School landscape.

2. Policy Committee

No report.

3. Personnel Committee

The Personnel Committee Chair presented the 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. The Personnel Chair also provided a report of current openings. There are total of 13 openings across the four campuses.

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.

The Personnel Chair reported an accident report for Ms Hamilton; a window fell out in her office. She sustained injuries on her head and arm. She is currently out of work. A second window fell out in a classroom 3/22/17.

4 Finance Committee

The School Business Administrator presented the financial status of the school as of March 31, 2017 and a Bill List in the amount of \$2,118,597.75. 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

None

VIII OPEN PUBLIC FORUM

No comment from the public.

X RESOLUTIONS

FINANCE

4-17-1

The Board of Trustees of Marion P. Thomas Charter School approves the bill list for the month of March 2017 in the amount of \$2,118,597.75 **Approved**

4-17-2

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

4-17-3

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

HUMAN RESOURCES

4-17-4

The Board of Trustees of Marion P. Thomas Charter School approves the following new hires for the 2016-2017 School Year: **Approved**

Name	Position	Effective Date
4 Julia Cuddy	Middle School Teacher (\$55,200)	8/2017
Nadirah Nevius	Food Services (\$13/hour)	4/20/2017

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5

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

Name	Position	Status	Effective Date
Sammayyah Rattley	Classroom Aide	Resigned	4/28/2017
Camille Turner	Classroom Aide	Resigned	4/17/2017

4-17-6

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
Shaheerah Jamison	College Counselor	Sick	3/23/2017	5/1/2017
Shelly Larkins	Accounts Payable Clerk	Sick	3/2/2017	4/30/2017
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

4-17-7

OTHER

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

Liberty Science Center – 7th grade scholars

Date: May 10, 2017 (tentative)
Location: Jersey City Boulevard, Jersey City, N.J.
Number of Scholars: 96
Number of Staff: 10
Estimated Admission Cost: \$2,184.00
Transportation Cost: \$1,500.00
Academic Relevance: STEM; application to the concept of Pi
Food: Bag lunch provided by Food Services

Liberty Science Center – 8th grade scholars

Date: May 11, 2017 (tentative)
Location: Jersey City Boulevard, Jersey City, N.J.
Number of Scholars: 96
Number of Staff: 10
Estimated Admission Cost: \$2,184.00
Transportation Cost: \$1,500.00
Academic Relevance: Scholars will tour exhibits that are based on units taught in Science
Food: Bag lunch provided by Food Services

National Museum of Mathematics – 6th grade scholars

Date: May 16, 2017(tentative)
Location: 11E 26th Street, N.Y. N.Y.
Number of Scholars: 96
Number of Staff: 12
Estimated Admission Cost: \$936.00
Transportation Cost: \$2,250.00
Academic Relevance: Applications to Mathematics standards, topics taught in class
Food: Bag lunch provided by Food Services

Medieval Times (PBSIS End of the year trip) - Tabled

Date: May 24, 2017
Location: Lyndhurst, N.J.
Number of Scholars: 80
Number of Staff: 8
Estimated Admission Cost: \$3,344.00 includes food
Transportation Cost: \$900.00
Academic Relevance: Reward scholars for promoting positive behavior in school

Rebounderz – PARCC Academy Participants

Date: May 26, 2017
Location: Edison, N.J.
Number of Scholars: 75
Number of Staff: 7
Estimated Admission Cost: \$2,100.00 includes food
Transportation: \$1,000.00
Academic Relevance: Reward for completion of PARCC Academy

Bowling with Scholars – 8th grade scholars

Date: June 6, 2017
Location: Eagle Rock Bowling Lanes, West Orange, N.J.
Number of Scholars: 95
Number of Staff: 10
Estimated Admission Cost: \$1,140.00
Transportation Cost: \$900.00
Academic Relevance: De-stress from MAP & PARCC test, health and fitness

Bowling with Scholars – 6th grade scholars

Date: June 8, 2017
Location: Hanover Lanes, Route 10, East Hanover, N.J.
Number of Scholars: 96
Number of Staff: 10
Estimated Admission Cost: \$1,152.00
Transportation Cost: \$900.00
Academic Relevance: Post MAP & PARCC testing

Branch Brook Roller Skating – 7th grade scholars

Date: June 14, 2017
Location: Branch Brook Park, Newark, N.J.
Number of Scholars: 96
Number of Staff: 10
Estimated Admission Cost: \$960.00 includes pizza
Transportation Cost: \$1,050.00
Academic Relevance: Apply the concepts of force and motion (weight transfer, power, speed, agility, range of motion) to impact performance. Socialization with peers and having fun!

Dorney Park – 8th Grade Class Trip

Date: June 16, 2017
Location: Allentown, Pennsylvania
Number of Scholars: 80
Number of Staff: 15
Estimated Admission Cost: \$3,466.40 includes meal voucher
Transportation Cost: \$2,350.00
Academic Relevance: 8th Grade activities

4-17-8

The Board of Trustees of Marion P Thomas Charter School resolves to approve the following field trips for SELECT Academy: **Approved**

Grades 4 & 5 College Tour

Reward trip for perfect attendance during PARCC administration

Date: May 17, 2017 (tentative)
Location: Delaware State University
1200 N DuPont Hwy, Dover, DE
Number of Scholars: 85
Number of Staff: 9
Estimated transportation Cost: \$1,500
Estimated Admissions Cost: N/A
Food: Bag Lunch, provided by Food Services

Grades 2 & 3 College Tour

Reward trip for perfect attendance during PARCC administration

Date: May 24, 2017 (tentative)

Location: Rutgers, the State University of University
57 US Highway 1, New Brunswick, NJ

Number of Scholars: 66

Number of Staff: 7

Estimated transportation Cost: \$2,850

Estimated Admissions Cost: N/A

Food: Bag Lunch, provided by Food Services

4-17-9

The Board of Trustees of Marion P Thomas Charter School resolves to approve a resolution for Dr. Karen Young-Thomas to attend the Venture Fund Summit for meetings with potential expansion funders at a total cost of \$1,500. It covers registration, airfare and accommodation. **Approved**

4-17-10

The Board of Trustees of Marion P Thomas Charter School resolves to approve the agreement to move out of 308 South 9th Street to another location at a comparable cost to that of South 9th Street currently. **Approved**



Prepared by Femi Amarin – Board Secretary

Approved by MPTCS Board of Trustees