

Marion P. Thomas Charter School Board of Trustees

Minutes of Scheduled Meeting March 27, 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 Amarin, 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

V. Rouse

L. Leslie

K. Sherrer El

R. Petty

D. Best Joined by Phone

M. Jones Joined by phone

F. Amarin

(ii) Excused

K. Roberts

J. Dean-Taylor

Rev. Slaughter

(iii) Other:

T. Jalloh – Board Counsel

D. White – Director of Operations

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

S. Confrancisco – Director of Scholar Support Services

Anna Brown – Human Resources Manager

Michael Fletcher – Director of Human Resources

M. Griffin – Director of Marketing and Development

III ADOPTION OF AGENDA:

The Agenda for the meeting was adopted as previously circulated.

Moved by: David Blount

Seconded by V. Rouse

IV. MINUTES

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

IV. PRESENTATIONS

A presentation on enhancing the security of life and property was presented by Detective White of NJ Transit. He was invited to the school in view of the security scare caused by the action of a student that bought a BB gun - toy gun to the School and was not detected. Detective White compared the toy gun with the real gun and stated that it looked so similar and it is not easy to spot the difference. He asserted that the penalty for possession of the toy gun and real gun is the same. He implored as a matter of urgency for the school to install metal detectors at the entrance of the school to enhance security it would also act as a deterrent and enhance the confidence of staff and scholars that the school is safe. Detective White answered questions from board members on the modality and legality of the installation of metal detectors.

The Board Chair thanked Detective White for the presentation. He stated that the Board will work with the Board Attorney and the school administration on how to proceed on this.

The Dean of the Senior Class, Dean Minatee, introduced the President and Vice President of the Senior Class to the Board. The President of senior class gave a PowerPoint presentation in which she provided the entire itinerary to Washington DC, Maryland and Virginia (DMV) area. and associated costs The team planned to visit important places and landmarks in those places The President requested Board for financial assistance. She reiterates that some members of the class have never travelled out of Newark in their entire life. She reasoned that the trip will be a great learning experience for them

The Board directed that the Class President should prepare a budget of the entire Senior Class program and amount raised to date before the Board can consider any financial assistance. He stated that the budget and itinerary has to be approved by both the Principal of High School and approved by Dr. Land – Chief Academic Officer.

V CLOSED SESSION

The Meeting was moved to a Closed Session to consider student discipline.

Motion

Moved by: D Blount

Seconded: L. Lesley

The meeting was moved back to Open Session:

Moved by: K. Sherrer El

Seconded by: R. Petty

VI 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 talked about how the School has been running during the sabbatical leave of the Chief Executive Officer (CEO) Dr. Young-Thomas. During Dr. Thomas' absence, the five headed monster – Land, D. White, Griffin, Amarin and Fletcher, have worked together to run the Village. We meet weekly and communicate on a daily basis where we keep each other informed and problem-solve. This experience has given each of us a broader view of the issues in the Village, and each other's roles. Furthermore, we are using this opportunity to think through ways to make things function better on a broader level.

The CAO reported that each school continues to celebrate scholars and staff. The celebrations are designed to engender better performance and to encourage positive performance and behaviors.

The CAO provided updates on PARCC. She stated that the testing begins on Monday for the 9th Graders. Each school held a rally to get scholars excited. The CAO circulated the School Wide PARCC Schedule for the testing.

The CAO reported on observations and concerns noted on Instruction methodology. Outcomes are not occurring at the rate desired. The principals and instructional leaders are developing tools and methods that address gaps noted and ensure staff gets the required supports needed.

Each school hosted family engagements with an impressive turnout by parents when compared to prior years.

2. Operations Report

The Director of Operations (DOA) Mr. Damon White provided a report on the operations of the School during the month of March. He reported that the School ended the month with an enrollment of 1,342 students, a reduction of 7 students compared to previous month.

He informed members that the intent to return letters have been distributed to each scholar at each location with a requested return date of March 1, 2017.

The DOA also reported that due to the closure of three Charter Schools in Newark- - Newark Prep, Paulo Freire and Merit Prep) the Application was extended to March 11, 2017 to accommodate students in these schools. He also reported that another meeting was convened by the Superintendent Cerf and the Newark Public School (NPS) Strategic team to discuss the families that that are impacted by the closures of the Charter Schools for the 2017-2018 School Year.

The DOA reported that a meeting of the Policy Design committee was held to discuss the content, design, language and layout of the Newark Enrolls.

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

The DOA reported on the Scaling for Impact Sessions he attended along with Dr. Young-Thomas, Dr Land and Mr. Amorin. He reported that the sessions were enlightening and the team time was productive and worth the efforts. He reported that the team was able to apply that which was learned to the current challenges that we face at MPTCS

VI COMMITTEE REPORTS

1. The Executive Committee

The Chair requested that Rev. Ince, the Director of Friends of Marion P Thomas Charter School to provide update on facilities.

He reported that Friends of MPTCS has submitted bids for building located at Morton Street and at the corner of Bergen and Clinton Avenue

He also reported that the Board Attorney is preparing a letter to The Chad School Foundation of the intent to escrow amount due on rent on 308 South 9th Street until the required repairs are carried out on the leased property

The Chair reported on the extension of Sabbatical leave of Dr Young-Thomas till June 30, 2017. A resolution has been prepared for the approval of the Board.

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 14 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.

The School organized a school wide fundraising to assist Ms. Riley that lost her house recently to fire. The school raised \$1,936.25 to date and have given her a check for \$1,196.25 leaving a balance of \$20 that was collected after the check was issued to her. The Personnel Chair reported that a meeting was held with the Administrators to discuss contract negotiation and contract renewals.

The Chair requested the HR to liaise with the MPTCS Education Association to obtain a letter on the condition of the 308 South 9th Street. This will reinforce the concerns we are having on the building.

4 Finance Committee

The School Business Administrator presented the financial status of the school as of March February 28, 2017 and a Bill List in the amount of \$2,271,912.07. 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 reported that the school is being sued by Parent of Special Ed Scholar.

VIII OPEN PUBLIC FORUM

No comment from the public.

X RESOLUTIONS

3-17-1

The Board of Trustees of Marion P. Thomas Charter School approves the bill list for the month of March 2017 in the amount of \$2,271,912.07. **Approved**

3-17-2

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

3-17-3

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

3-17-4

The Board of Trustees of Marion P. Thomas Charter School approves the 2016-2017 operating budget as presented and transmission to the Essex County superintendent office and the New Jersey Department of Education, Charter School Finance Office. It meets the requirements for balance and 60/40 ratio. **Tabled**

HUMAN RESOURCES

3-17-5

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
Abdourahaman Diakite	HR Coordinator/District Mail Manager 12month position \$40,000 salary	03/20/2017
Barry Harris	Food Services \$11.00 per hour	
Willieneil Frenk	Talent and Recruitment Manager 12- month position \$65,000 salary	

3-17-6

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

Separations:

Name	Position	Status	Effective Date
Christopher Mayers	MS Sped Teacher	Resigned	4/13/2017
Brittany Williams	MS Sped Teacher	Resigned	4/14/2017

OTHER

3-17-7

The Board of Trustees of Marion P Thomas Charter School resolves to approve the placement of a behaviorist from The Bedrock Clinic & Research Center. The behaviorist will work with HS scholars and staff on helping both to develop strategies to reduce behaviors that are resulting in repeated suspensions, and proposed expulsions. The work will begin in April at a rate of \$125 an hour for four hours a week not to exceed \$5,000 for the overall work. This initiative is a proactive attempt to deal with inappropriate behaviors and consequences that can result in removal from our school. **Approved**

3-17-8

The Board of Trustees of Marion P Thomas Charter School resolves to approve the agreement with Knight Instructional Coaching. Knight will provide the "Transitional Leadership Team " which consists of VPs, APs, Instructional Coaches and Department Chairs and discuss the complexities of partnering and working with adults, high impact teaching strategies and effective communication and leadership of teachers. The project is expected to cost \$8,202.72.

Approved

3-17-9

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

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

3-17-9

The Board of Trustees of Marion P Thomas Charter School resolves to approve the extension of Sabbatical leave of Dr. Young-Thomas - The Chief Executive Officer Superintendent to June 30, 2017 instead of April 30, 2017. **Approved**

3-17-10

The Majority members of the Board of Trustees of Marion P Thomas Charter School resolve to approve the expulsion of Scholar 2 and Scholar 3 from the school as recommended by the Disciplinary committee. **Approved**

A handwritten signature in blue ink, appearing to be 'Femi Amorin', is written over the text of the second resolution.

Prepared by Femi Amorin – Board Secretary

Approved by MPTCS Board of Trustees