

**Marion P. Thomas Charter School Board of Trustees**

Minutes of Meeting, October 24, 2016  
125 Sussex Avenue  
Newark, NJ 07103  
The meeting was advertised in 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 and a quorum was counted:

**i. Members Present**

G. Collins - Chair  
D. Blount  
R. Petty  
K. Sherrer El  
Donna Best Joined by Phone  
V. Rouse Joined by Phone  
M. Jones  
K. Robert  
J. Dean-Taylor  
F. Amarin

**(ii) Excused**

R Slaughter  
L. Leslie  
J. Dean- Taylor  
K. Thomas

**(iii) Other:**

T. Jalloh – Board Counsel  
D. Land – Chief Academic Officer  
D. White – Director of Operations

**III ADOPTION OF AGENDA:**

The motion to approve the agenda for the meeting was moved by D. Blount and seconded by Sherrer El.

**IV. MINUTES**

The minutes for the September 26, 2016, meeting of the board were approved. The motion to approve the minutes was moved by David Blount and seconded by Sherrer. El

**V. PRESENTATION**

The newly elected Student Council President of the MPTCS SELECT Academy Elementary School, Ms. Ki-Hara Bogle-Murchison - 5<sup>th</sup> Grade student, informed members of the desire of all her classmates to become better citizens in order to build a better Newark.

**VI. CLOSED SESSION**

The closed session was to discuss two matters, one student related and one staff related

**VII. ADMINISTRATIVE REPORTS**

**1. Enrollment**

The Director of Operations, Mr. Damon White, gave an update on the status of the enrollment as of October 15, 2016 which forms the basis of funding for the 2017-2018 School Year. The student head count was 1,325 as of October 14, 2016. This is against MPTCS approved student enrolment of 1,430 students for the 2016-2017 School Year. He also provided an update on the ongoing verification of residence of all students in Marion P Thomas Charter School as directed by Newark Public School.

**2. Chief Executive Officer**

The Chief Executive Office report was presented by the Chair of the Board due to the fact that the CEO was unavoidably absent. The CEO informed members that MPTCS has hired a Director of Human Resources, Mr. Michael Fletcher, a former employee to strengthen and oversee Human Resources (HR) Operations at MPTCS. She reported that the Executive and Policy Committee will present a proposal on sabbatical leave and succession and sustainability planning for consideration and approval of the Board.

In the report, it was also stated to the members that an Op-Ed was published in Ebony magazine by Rev Slaughter speaking out against a recent resolution by the NAACP calling for a moratorium on the opening of Charter Schools across the Country.

**3. Chief Academic Officer Report**

The CAO report provided information and updates on the five (5) areas of focus: Academic Achievement, Assessment, Village Culture, Family Engagement and Programs.

The CAO reported that a staff support model is serving to provide faculty with an avenue to get feedback, be encouraged and problem solves situations in schools.

Additionally, the Central office and school leaders are partnering with teacher leaders to provide professional development and support to teachers in targeted areas, such as classroom management, which continued to be a challenge to a number of teachers.

The CAO also reported that about 250 families attended our 3<sup>rd</sup> Annual PARCC Movie Night on October 12, 2016. Families received their scholars' score report from the previous year's test and were invited to view a movie.

**VI COMMITTEE REPORTS**

**1. The Policy Committee**

The Policy committee presented two policies that were jointly developed with the Executive Committee - the Sabbatical Policy and Board Charter Committee. Members discussed the two documents and agreed to accept them as presented.

**2 Personnel Committee**

The Personal 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 the separation. The Personnel Chair also provided a report of current openings and a request for medical leave by a staff member. The committee also presented the job description for the position of District Mailroom Clerk for approval.

**3 Finance Committee:**

The School Business Administrator presented the financial status of the school as of October 31, 2016. He affirmed that the school is solvent and has enough cash to pay the bill list presented if approved. All required reports are also up to date.

**VII LEGAL UPDATES**

The Board Attorney reported that she is in receipt of a lawsuit on injuries sustained by Tyjuana Rollins while the building was under construction. The notice has been passed on to the Insurance Company of the School and Hollister Construction Company for follow up and appropriate action.

**VIII OPEN PUBLIC FORUM**

Members were informed of an arbitration pending before the State involving an ex staff member that was terminated for excessive tardiness and absenteeism. We are awaiting the final decision of the State Appointed Arbitrator.

**X RESOLUTIONS**

**FINANCE**

**10-16-1**

The Board of Trustees of Marion P. Thomas Charter School approves the bill list for the month of October 2016 for \$2,121,513.83. **Approved**

**10-16-2**

The Board of Trustees of Marion P. Thomas Charter School approves the Board Secretary Report for the month of September 2016. **Approved**

**10-16-3**

The Board of Trustees of Marion P. Thomas Charter School approves the Treasurer of School Monies Report for the month of September 2016. **Approved**

**HUMAN RESOURCES**

**10-16-4**

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

<b>New Hires</b>	<b>Position</b>	<b>Effective Dates</b>
Mariangela Parenti	World Languages Teacher-Academy	10/17/2016
Zarifa Raheem	ES Teacher – 4 <sup>th</sup> grade	10/10/2016
Roland Franklin	SELECT	10/03/2016
Vernon Ackies	Food services	10/3/2016
Michael Lyons	Dept. Chair Science Dept	11/22/2016

**10-16-5**

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

Tariq Raheem	From Instructional Coach to Dean of Families and Culture at the Elementary School Campus	10/24/2016
Johora Moore	From Dean of Culture to VP SELECT Academy	10/15/2016

**10-16-6**

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

Name	Position	Effective Date
Christina Atkinson	ES – Music Teacher	Oct. 31, 2016
Michael Jeter	HS – Math Teacher	Dec. 2, 2016

**10-16-6A**

The Board of Trustees of Marion P. Thomas Charter School approves the job description of the District Mailroom Clerk as attached. **Approved**

**OTHER**

**10-16-7**

The Board of Trustees of Marion P Thomas Charter School resolves to approve the agreement with Dr. Kia Calhoun Gundy to provide School Health Services to students of Marion P Thomas Charter School for the 2016-2017 School Year at an estimated cost of \$5,000.00.

Moved by: David Blount  
Seconded by Reginald Petty  
**Approved**

**10-16-8**

The Board of Trustees of Marion P Thomas Charter School resolves to approve the agreement with the Twin Cities Public Television Inc. for the provision of various Science educational services to students and teachers of Marion P Thomas Charter School for the 2016-2017 School Year at no charge.

Moved by: Reginald Petty  
Seconded by Kema Roberts  
**Approved**

**10-16-9**

The Board of Trustees of Marion P Thomas Charter School resolves to approve the agreement with Care Station Medical Group, Linden, NJ for the provision of annual physicals effective from November 1, 2016 through December 31, 2016 at a cost of \$16.00 per student. **Approved**

**10-16-10**

The Board of Trustees of Marion P. Thomas Charter School adopts the Committee Charter for the Sustainability and Succession Planning Committee as presented by the Board Chair. **Approved**

**10-16-11**

The Board of Trustees of Marion P. Thomas Charter School adopts the Sabbatical Policy and application as presented by the Policy Committee Chair. **Approved**

**10-16-12**

The Board of Trustees of Marion P. Thomas Charter School approves the 18 month contract for Grizel Ubarry to work as a coach on sustainability planning in an amount not to exceed \$25,000. **Approved**

**10-16-13**

The Board of Trustees of Marion P. Thomas Charter School approves the contract for Misha Simmons not to exceed \$15,000, to work with Dr. Thomas to analyze and provide data and research around staff and student assessment as part of the data initiative and to prepare for charter renewal.

Moved by: Sheerer El  
Seconded by D. Blount  
**Approved**

**10-16-14**

The Board of Trustees of Marion P. Thomas Charter School approves travel for Deans—Samuel McGee, Kurvin Rankin and Tariq Raheem to Washington DC to participate in the Climate and Culture Conference in the amount of \$1,609.91 **Approved**

**XII ADJOURMENT**

Motion to adjourn the meeting was moved by L. Lesley and seconded by D. Blount.

A handwritten signature in black ink, appearing to be 'Femi Amorin', written over a faint circular stamp or watermark.

Prepared by Femi Amorin - Board Secretary

Approved by MPTCS Board of Trustees