



Board of Trustees Meeting December 13, 2023 (Virtual)
 Marion P. Thomas Charter High School of Culinary and Performing Arts
 125 Sussex Avenue, Newark, NJ 07103

December 13, 2023 | 5:00 PM ET

Zoom:

<https://us02web.zoom.us/j/87205682710?pwd=dWh4bE5qWCtkWk9PcThPSWdLbVZZUT09>

1. CALL TO ORDER – Open Public Meetings Act - 5:08 PM

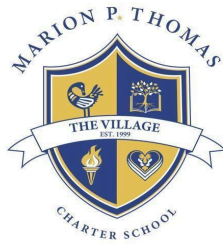
- The New Jersey Open Public Meetings Act (“Act”) was enacted to ensure the right of the public to have advance notice of, and to attend meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Marion P Thomas Charter School Board of Trustees has caused notice of this meeting to be advertised by having the date, time, and place there of posted on the district’s website (www.mptcs.org), in the office of the Clerk of the City of Newark, and was published in the Star-Ledger in August 2023.

2. ROLL CALL

Board Member	Present	Absent	Board Member	Present	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Non-Voting Board Members Present	
Elijah Griffiths (Board Secretary/Administrator)	Tina Jalloh (Board Attorney)
Angela Mincy, Chief School Administrator/Superintendent	Joshua Solow (School Business Administrator)

** Motion Seconded



3. CHAIRMAN'S UPDATE

- Chairman Rouse gave an update.

4. SUPERINTENDENT'S UPDATE

- Mincy gave a presentation update.
 - Ms. Wolfe also spoke during the presentation about staff PD.

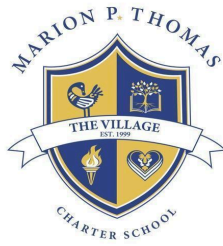
5. COMMITTEE REPORTS

Personnel Committee

- The committee met on December 7th, and these were some of the things discussed. We have some vacancies that haven't been reported out already. For PAC we have 3 vacancies the same as last month, and those are teachers of Pre-K, culinary arts, and pre-social studies. We have one of our teacher assistants that just needs to pass basic skills so we're waiting to see when that person passes and that will be one less vacancy. For STEAM, we are at four with an increase of one, we have two kindergarten positions, one ELA position and a special ed position. There are eight vacancies at the high school. There is an English position that stems from termination listed on the personnel, resolution, teacher health, and PE. And we have two math positions and one special ed position open at the high school. The interviews will begin taking place for administrators. Last month we talked about implementing an interview panel so we could identify who will be designated interviewer and decide the designated interview time. Since that has been implemented, there have been 23 interviews held across the schools. It is working out pretty well and it's allowing us to have a quicker turnaround by following this process. Also, contract negotiations are going to be held and will be going over the contract starting in January. We will meet with Mr. Johnson prior to setting up the agenda. We will be negotiating the 23-24 contract and we want people to know what their salaries would be before the renewal offer. Another item has to do with voting so looking to vote on nine new hires. With the new hires, they're hoping to really move the test scores. One leave of absence coming up for paternity leave and doing an intermittent long weekend schedule. Two resignations are coming up and one separation. We also have the Fairleigh Dickinson University Experiential Education Affiliation Agreement up for vote and those are the items that we covered in our last community meeting. (Towe)

Operations & Finance Committee

- We met on December 6th. First we did a detailed discussion of enrollment with Ms Easter. We were really pleased. We're very close for this school year to the enrollment target that we had in our budget that was given to the state. We are literally off by it, it's molecules that were off from our original estimate and that's really good cause at one point we were all concerned that we were still within reason but we felt like we wish we were closer right now we are several students away from our original enrollment target. We also spent a good amount of time discussing the enrollment for next year because we've already opened up the enrollment application for students to apply for the next school year. So far we were ahead of where we were at this time a year ago. We also went through the plan for enrollment of all the different open houses, school visits, plan to mobilize principals, ad campaign, canvassing, something called Heartful Homes which is the campaign we're doing on social media. We are really pleased with the direction of enrollment. One open item we will discuss in the future is the budget for advertising in the future which is something the committee cares about and wants a little more details on. Moving forward to facilities, we talked about what's



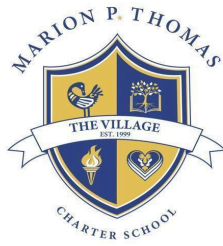
happening with Shipman and a lot of the upgrades needed to reclaim that building and turn it into an operation for Mariam P is underway. Also, we just kind of discussed a few physical plan items that are underway, like the boiler replacement, the gate replacement, and HVAC maintenance. We also talked about the tech items so camera upgrades are in progress. We have Internet service that's been turned on for Shipman and then also we talked about a new security key fob system that is 1 being put in place as well. Moving on to finance, our finances continue to be really strong. We are \$1 million ahead of where we were last month and were 3.5 million dollars ahead of where we were a year ago in terms of our fund balance. We also talked about ESSER funds and what will be spent this school year. We look like we should be spending the majority, if not all of our ESSER funds by the end of this school year which means that we won't be at risk of losing any of those funds. We went over a sort of budget to actual, and kind of talked about some ways that we could improve our accounting so that we just have better visibility into some of the leasing, and whether they are paid up from some buildings that are being leased by third parties. Talk about adding a line of Shipman and for achieve moving forward so we are better into what happened there. That's pretty much it. We went through the bills report. We went through the treasure report and it was recommended by our committee that all the reports on the finance side be approved. There were no operation items that we need to vote on today from my knowledge. Our website is also being upgraded and some pages are done with more to be completed in the future. (Boomer)

Curriculum & Instruction Committee

- The committee met on December 5th and basically we're just voting on tonight four field trips coming up. All of which will be coming from the high school. On December 14, students will be going to the Museum of Modern Art, January 14th to Stephen Sondheim theater, January 25 to Maximum Quality Foods (that is a corporation they will be attending), and finally the Grand Marquis in Woodbridge on February 27 and these are the voting items for tonight. (Towe)

Culture & Climate + Alumni Committee

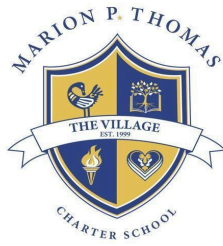
- In culture + climate, we had two major subjects that took up the brunt of the meeting. It was about a half hour meeting due to conflicting schedules of that day. The first was just a pretty in depth discussion on identifying an adequate staffing of paraprofessionals in schools for those scholars that needed and an examination of what obstacles are in the way of such staffing and what we could do as a school to be first in line. This is a market where paraprofessionals are in demand and in short supply so we talked about how we could position ourselves to be first in line to grab from that pool and make sure that our needs are met at the school. We will be following up on that discussion next month. The board members posed to the other members of the committee that we are in support of trying to provide whatever the financial need to make sure that we have adequate staffing in that regard. The second subject was the establishment of a sunshine committee and a sunshine fund and whether the school can be of help or should be of help in any respect. We're following up on that and that's basically it. We have nothing for approval. There was just a lot of discussion. (Valdivieso)
- I have a few quick updates. The alumni committee actually met over email in which Ms Griffin was able to share some of the notes from her meeting with Ms Mincy. Basically the last time I reported out was a few months ago we talked about what were the goals of this alumni committee now that it has been separated from the culture and climate committee. One of the goals for the alumni committee would be to work closely with the guidance counselor department, so that we can make sure that we are aligning our goals with the goals of the school. Right now we do not have a really strong alumni base, but our goal would be to build our strong alumni base by partnering with the



high school guidance counseling team. The goal would be to report our annual graduation report out, scholarships that our foundation put out, as well as building out a nice cohort of alumni that we can pull from when it comes to recruiting, hiring at the school, and when it comes to working with the student. Moving we do have a new member who will be joining my committee Ms. John Lewis. She's a part of the guidance counselor team and I'm just excited to see how working closely with the guidance counselor team will get a lot more buy-in for alumni graduates so they can be more a part of our overall development plan and overall village and as a school. (Gilchrist)

Executive Committee

- No Report Given.



6. RESOLUTIONS

I. [2023-12-13-A: Approval of the December 13, 2023 MPTCS BOT Meeting Agenda](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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II. [2023-12-13-B: Approval of Regular 11.15.23 BOT Meeting Minutes](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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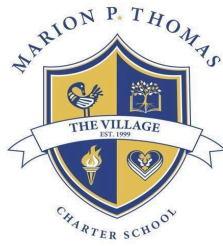
III. [2023-12-13-C: Approval of December 23' Personnel Report](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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** : Motion Seconded



IV. [2023-12-13-D: Approval of FDU Experiential Education Affiliation Agreement](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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V. [2023-12-13-E: Approval of December 2023 Finance Report](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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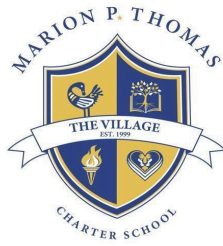
VI. [2023-12-13-F: Approval of Crown Castle Internet Contract](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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** : Motion Seconded



VII. [2023-12-13-G: Approval of Field Trips](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

- Are we supposed to have any dollar amounts linked to each field trip that we are approving? (Valdivieso)
 - I don't think they've been included in past ones. I can add a column for the future. I can give a quick run down if you like. Most are between \$1400 - \$1500 dollar range with the exception of the field trip to Romeo & Juliet that is a bit more expensive at about \$4000. (Abbaleo)

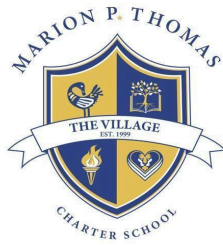
VIII. [2023-12-13-H: Approval of Transfer of Classes from 370 7th St. to 88-108 Shipman](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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** : Motion Seconded



7. PUBLIC COMMENT - It is now time for public participation. To engage in public comment, all speakers must register via the district's website no later than 5 calendar days prior to the advertised meeting by 5:00 PM ET. Please state your name and address for the record. All speakers will have 3-minutes to address the BOT.

- No registered speakers

8. CLOSED SESSION - 5:55 PM

9. CLOSING REMARKS FROM BOARD CHAIR:

Thank you to all for your hard work and dedication to the village. Have a great evening! Committees thank you for meeting.

10. MOTION TO ADJOURN: 5:55 PM ET Valdivieso - Towe**

Respectfully submitted at: 12/13/2023

Submitted by: Elijah D. Griffiths

** : Motion Seconded