

Maureen Joy Charter School
Board Meeting
Monday, September 09, 2013

Attendance:

Helen Bryant, Lisa Gordon Stella, Dwayne Whittington, Kristen Parker, Damon Circosta, Mike Martin, Aliyah Abdur-Rahman, Adrienne Quick-Wright, Reginald Johnson

I. Public Comment

Damon Circosta explains time is reserved for public to give input. Explains the board can listen but cannot discuss personnel matters during public comment.

Comments from:

Audrey Barbee
Donald Barbee
Florence Sherald
Ravonda Obie
Pastor Janet Nesbitt
Paulette Mohammad
Arnold Harris
Dr. Marie Hamilton

Attendees comments focus on former MJPCS employee, Ms. Marlene Barbee. Comments express dissatisfaction with Ms. Barbee's treatment as an MJPCS employee and the circumstances which led to her no longer being employed at MJPCS. All attest to her commitment, passion and love for her students and emphasize her work over many years at MJPCS.

Moved to close session from Lisa Gordon Stella. Mike Martin seconds.

II. Discussion personnel matters

III. Hiring

Damon Circosta moves to hire Adrienne Quick-Wright. Dwayne Whittington seconds. Unanimous vote in favor of hiring Adrienne.

IV. Facilities

The board hears a presentation from Jim Boyd on progress toward finding a buyer for the Cornwallis Road building. Of particular focus is the possibility of Carter Community Charter School and their expressed interest in the building. Getting very strong indication that they want to move forward. Jim will keep Alex in the loop on progress. No new viable possible buyers at the time. Dwayne expressed desire to discuss the minimum the building could be sold for.

V. School Review

Kristen Parker discusses purpose of NSNO School Quality Review to drive strategic planning and improvement. Ms. Parker says leadership within MJPCS wanted accountability for what we have prioritized in planning and somebody from outside the school to see what is happening in the school and provide feedback. Aliyah Abdur-Rahman inquires particularly about facets of the review including cultural competence.

VI. Policy and Procedure Manual

Lisa suggests MJPCS board needs to redo our policies and procedures. Reginald suggests this be accomplished soon, if possible. Damon expresses idea of scheduling a board retreat. Suggests Alex pick some dates that work for the school to do a board retreat. Perhaps the first of the year.

Lisa raised the possibility of screening “girl rising” and making a community event out the screening. Lisa to update Board.

Meeting adjourned.

Maureen Joy Charter School

Board of Directors Meeting 10/14/2013

Attendance= Heather Graham, Helen Bryant, Reginald Johnson, Aliyah Abdur-Rahman, Chris Combs, Alex Quigley, Kristen Parker, Dwayne Whittington, Lisa Gordon Stella, Mike Martin, Damon Circosta (via conference call).

I. Executive Director's Report

- Alex stated that there are 494 scholars enrolled compared to the target of 475 scholars. Heather Graham asked if there were any problems with the surplus. Alex shared that it was a good thing financially because the school only budgeted for income based on 475 students; however, he feels like there are too many 1st and 2nd graders.

This year his goal is to "drill down" to ideal teacher-student ratios and the ideal number of students. Alex mentioned that the building's capacity was 625 students but that he felt 600 was the "sweet spot."

- There was discussion on the changing standards for 3rd graders to meet EOG requirements- it will be more difficult for them. Aliyah Abdur-Rahman pointed out that large class sizes with our 2nd graders would be a cause for concern. Lisa Gordon Stella asked how we were communicating about the new standards to the parents. Alex responded that a letter had been sent to all of them. Aliyah also asked about after-school programs and whether that time could be utilized to help the 3rd graders. Alex mentioned that we could discuss hiring someone to monitor after-school in order to optimize that time.
- Alex discussed how a detailed budget would be available for the November board meeting following his meetings with the CPA firm. In the short-term, the school is awaiting an \$180,000 check from E-rate (federal government reimbursement).

II. School Spotlight: Academic Deans and Instructional Leadership/Coaching

- Alex and Kristen Parker led the board through an explanation of how the schools' academic deans interact with the teachers to improve overall results. Each dean has several teachers to observe on a weekly basis so the teachers can receive feedback regularly.
- Aliyah asked about the availability of lesson plans for teachers to share; Heather asked if efficiencies were being used to help the teachers. Alex mentioned that the lesson plans are available for teachers to view on a shared drive. He discussed how this is the first year that he has required lesson plans and that most teachers are happy that they're getting regular feedback from experts in their field. Reginald Johnson asked for a financial cost/benefit analysis of this model so we can evaluate our progress as a school.

III. Committee Reports/Misc

- Governance- Helen Bryant asked Dwayne Whittington to have a formal board orientation package developed for new members; Dwayne is also going to find a board retreat date next January or February.
- Lisa Gordon Stella moved to go into closed session to have a discussion on personnel. Reginald Johnson provided a 2nd. Following closed session, Heather Graham moved to resume the meeting and Reginald provided a 2nd.

- Building- Talks have progressed with The Carter School; we received a letter of intent. In this letter of intent, The Carter School asks for a 120 day examination period which concerns the board. Otherwise, the board was pleased with this progress and will await another update following the November 1st meeting between MJCS and Carter School representatives.

Maureen Joy Charter School

Board Meeting

Monday, November 11, 2013

Attendance:

Helen Bryant, Lisa Gordon Stella, Dwayne Whittington, Kristen Parker, Alex Quigley, Mike Martin, Reginald Johnson, Heather Graham

- I. September and October minutes approved
- II. Jeffrey Moran and Amanda Bikowski applicants for National Board Certification are discussed. Lisa – move to approve \$3,000 dollars for Jeff and Amanda for National Board Certificate. Mike seconds. Board approves.
- III. ED report
 - a. Suspension Report. 82 suspensions for the year. AQ goes over categories of suspension report. If a student is sent home, school commits to a meeting upon return. 5 students have been repeat offenders. AQ wants this number to go down over the year. In class suspension is not conducted at a high-enough level. Trying to engage other community agencies that can provide intensive therapy.
 - b. Test Scores from 2013-2013
 - i. Exceeded Growth on SAS EVAAS; 36.5 proficiency.
 - ii. AQ discusses instructional approach.
 1. In school review, brought out the need for remediation.
 2. Reginald – time does not appear to be our issue. Thinking about connecting discussion about achievement, with our suspension rates. Focused on Reading – as the most important part of what we are doing.
 3. Instructional Shifts and the interim assessments are helping; We need to use time during the day to do a better job of remediating. How do we run interventions for kids that are behind? Confident in instructional coaching plan.
- IV. School Review
 - a. Of particular importance was the intervention model
 - b. Included survey with the staff
 - c. Helen – How can the kids have the culture and the teachers do not? We need to model the school values.
 - d. Sustainability is an important area for growth. We do care about it.
 - e. Making your class joyful.
 - f. Grit, Self-Control and Optimism. We have gotten away from our Teacher values. Considering taking the student values and filtering things under those values. Teacher attitude will influence student attitudes.
- V. Financial Updates

- a. If managing to this budget, we could handle both buildings without having to touch the reserve.
 - i. From Chris:
 1. Closing on the sale of the Cornwallis Rd building likely to bring the cash reserve down to \$400K. Our long-term goal for a cash reserve is \$1-1.5MM.
 2. The \$500K unrestricted grant from Self-Help could be used to bring our reserve closer to \$1MM and the timeline on when we build a new gym would be up to us.
 3. The new gym will probably cost over \$1MM. The idea would be to set a goal for raising X amount of dollars along with borrowing X amount of dollars without overextending ourselves.
 4. The fiscal year 2014 budget is balanced (income/expenses) even with the Cornwallis Rd overhead (\$160K) included as an expense.

VI. Cornwallis Contract

- a. Discussion of contract with Carter Community School.
- b. Monica moves to execute the contract for the agreement for purchase and sale of 1955 Cornwallis Road Property. Second by Lisa. The Board approves.

VII. Board moves to closed sessions for personnel discussion.

VIII. Board will have the retreat on January 11th.

IX. Meeting Adjourned