

Mission Statement: The mission of MINA (More is Now Achievable) Charter School of Lee County (MCS) is to empower students to be lifelong learners, innovative thinkers, and good citizens able to compete globally in our diverse, technologically- advancing world.



MINA CHARTER SCHOOL OF LEE COUNTY – MCS
2732 Industrial Drive
Sanford, NC 27330

December 1, 2020 - 6:00 P.M.

Mrs. Myron H. Jones, Executive Secretary

Link for Meeting—

<https://us02web.zoom.us/meeting/register/tZAtcOqppzspGtZlbGKjL3Fdgm5zSHGJgPIH>

Call to Order – Jeanette T. Peace, Board Chair @6:00 p.m.

Reading of Mission Statement – Mr. Omar Macias

Public Comments—Atty. Jeanette Peace-We have parents and one or two staff members. Are there any public comments? There were no public comments.

Approval of Minutes (November 3, 2020) – Approval of minutes [Nov 3](#) Mrs. Myron Jones made a change marking Billy Bradley from absent to present. [Nov 9](#) Special Call Meeting there was not any amendments, deletions, or additions to the minutes. Minutes are approved as written.

Roll Call- Mrs. Myron Jones, Secretary

Board Members

Artheresa Best PRESENT	Kandice Pedley PRESENT
Billy Bradley Jr. PRESENT	Ginean Royal PRESENT
Chris DeLambert PRESENT	Salih Tuncer ABSENT
Myron Headen Jones – Secretary PRESENT	Julie Webb PRESENT
Eloy Omar Macias PRESENT	Joyce Williams PRESENT
Attorney Jeanette Peace – PRESENT	Bishop Robert L Williams Jr. ABSENT

Also, Present:Dr. Shawn Williams, Administrator and Mr. Bob Bedi, Media Integrations

Committee Updates

Administrator Brief/ Report: Dr. Shawn Williams

- We are in the middle of enrollment for our next year.
- We will be bringing to the Board several recommendations for hire tonight.
- 100% of our third graders took the State test and that was 96% of our students.
- We were paid for our students from Lee, Harnett, and Chatham counties.

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- Asking the board to send a judge to determine the winning class of our door decorations.
- We have a few staff members who have decided to self-quarantine after the holiday and they are teaching virtually.
- I am working with the staff on a schedule that will give teachers a break.
- Dual language will be taught every day by our ESL

Atty Peace encourages us to visit the school and see how things are going and to show our support. She also welcomed the new board members and informed them of our goals for Dual Language stating that when our students come to us in Kindergarten and leave at Graduation, they will be ready for a third language.

Access Grant - Dr. Shawn Williams:

- Last year was the first time the Access Grant was offered in North Carolina for 1st time Charter Schools. We are now in our second year. We are working to buy out the chrome books because Access Grant does not pay for leasing. We are in good shape with the Grant and we should have some funding left this year as well as some COVID money.

Governance - Bishop Robert Williams: No Report

Operations - Attorney Jeanette Peace: No Report

Finance - Billy Bradley Jr / Kandice Pedley:

- Mr. Bradley sent out a budget and we are about \$1600 in the green. After the board review it, we should be able to make adjustments if needed. We need the breakdown for teachers.
- Mrs. Kandice Pedley- We are providing a matching up to 3% starting on [January 1st](#) for teachers. We are giving them a 3% lump sum on [Dec 31, 2020](#). Our retirement is partnered with Van Pro pored. We can reassess when we get more teachers. Administrative cost did not add up when we looked at other insurance agencies.

Atty Jeanette Peace- Mina does get a million dollars at one time. We do draw downs and we have 30 days to spend it. Also, we get our monthly stipends from LEAs. It has been a great benefit. We get state allocation from the child's residency.

Mrs. Prince- Question: Can you repeat what you said about the 3%?

- Answer: We will give you 3% of your salary. Then you will have the option of saving whatever you like but we are only matching 3%.

Curriculum - Dr. Shawn Williams:

- Curriculum will be meeting [tomorrow](#). We are working with Great Minds and we have all of what we ordered. However, we may have to order more. Teachers feel that we have a great curriculum and that it will work in the future years.

Media -Omar Macias: No Report

Update / ReportMedia Integrations -Bob Bedi:

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- We approved and revised minutes on the website. We got a lot of activity on our FB. Likes are up 180%. *Mina Teacher Feature* is very popular. We are pleased with the results. 40% open rate on our News Letter last month. We feature a grade and a staff member. It is sent out to over 500 people. We are doing a maintenance on FB and Instagram (98 clicks). We are also encouraging Enrollment and Application Process.

Old Business

Internal Controls -Finance Committee:

- Atty Jeanette Peace: Finance have you considered how the payroll should change because of Dr. Williams new role? Maybe a conference call with Julie or Chris. We need another check signature. We need to make sure our internal control is where it needs to be. Chris DeLambert agreed and will work with Finance to discuss a plan.

Facility Use Policy

- **Dr Williams** have provided us with the Building Use Policy. God's Promise uses the multipurpose room for church.
- **Atty Peace:**We will table this until the January meeting after everyone has the opportunity to read over it so that we can have an informative discussion.
- **Mr. Chris DeLambert** Question: Have there been any inquiries?
Answer: **Dr. Williams-** We were going to partner with El Refugio before COVID-19.
- **Atty Peace** if anyone wanted to use it. Our vision is to be a community school.
- **Mr.OmarMacias:** What are our expectations, hours, what kind of events will we allow? Let's make sure we have this conversation and decisions in the contract.

New Business

Lawn Agreement

- We need an RFP- Green Garden Landscape- This contractor had good reference and reasonable rates.

Substitute Teacher Pay –

- Dr. Shawn Williams is recommending \$75 per day if a teacher assistant has to go into a classroom to serve as a sub.The best Charter Schools that we visited recommend that we not use outside subs because we need to protect the culture of our school. He looked at what the schools around us were paying. Their salary is based on their experience and background.
- Mrs. Artheresa Best made a motion that the Board accept Dr. Williams recommendation of \$75 for Substitute pay. Mr. Omar Macias seconded. Motion was carried unanimously.

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- Atty Jeanette Peace: Without any objections, the Board will make it acquiesced that Dr. Williams will pay retroactive to the assistant who has filled in for teacher who quit.

Parent Engagement

- Attorney Jeanette Peace stated that we need to plan something in January in the form of an Open House, Open Forum to help parents with virtual learning, etc.

Marketing

- Mr. Bob Bedi and Mr. Omar Macias will be working on some things to give us the final push in those last 30-40 days of enrollment. They will be ready to present at the January meeting.

Mrs. Ginean Royal moved that we go into Closed Session: "I move that we go into closed session to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract, per North Carolina General Statute 143-318.11 (a) (5)". Motion seconded by Mrs. Joyce Williams

The Board moved to Closed Session at 7:11 p.m.

Motion to move back to Open Session by Mrs. Joyce Williams and seconded by Mrs. Kandice Pedley @ 7:23 p.m.

BACK TO OPEN SESSION: Motion to accept the two employees recommended in closed session was made by Mr. Omar Macias and seconded by Mrs. Kandice Pedley. Motion carried unanimously.

Welcome: Mrs. Dawn Diamond 4th grade and Mr. Joshua Hodge 1st grade.

Atty. Peace asked that each Board member send their preferred phone number, birthday, and address to her.

Dr Shawn Williams asked for one or two board members to judge door decorating contest. Mrs. Julie Webb volunteered. It is open from 8:00 -3:00 on [Wednesday](#) Dec. 16th.

Dr. Shawn Williams extended an invitation to join the staff on [Dec 18](#) for lunch at noon.

Mr. Chris DeLambert made a motion to adjourn. Mrs. Ginean Royal seconded. Meeting adjourned at 7:30 pm