

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



MINA CHARTER SCHOOL OF LEE COUNTY – MCS

AGENDA

November 5, 2019

5:30 – Dinner and Fellowship

6:00 P.M.

Mrs. Myron Jones, Executive Secretary

Members Present: Dr Shawn Williams, Myron Jones, Stella Farrow, Atty Jeanette Peace, Joyce Williams, Omar Marcias,

Via zoom: Billy Bradley, Guinean Royal, Bishop Robert Williams, Salih Tuncer

Also Present: Bob Bedi Media Integrations

Kandice Pedley is excused as well as Stephany Peterkin

Meeting was called to order by Dr. Shawn Williams

Invocation was given by Myron Jones

Reading of Mission Statement- Dr. Williams

Approval of Minutes (October) Moved by Omar Marcias and seconded by Mrs. Joyce Williams that we will receive the minutes as presented. The minutes were passed unanimously

Administrative Brief- Mrs. Stella Farrow; pleased with the progress of the Parent Liaison and reports that things are going well. Our Hispanic Liaison resigned due to illness in her family. We have interviewed for new Hispanic Liaison and that process is also going well.

Access Grant- The State still has not passed a budget. Hopefully this will happen by the first or middle of December.

Mrs. Farrow passed out her Monthly activities sheet that is to be turned in each month that includes administration and parent Liaison goals, activities, and progress for the month. These are Mrs. Farrows activities and Parent Liaison activities combined. Emily went through and took out the kids who were duplicates or have aged out. That brought our numbers down. She did try to reach folks that was on the original list via email, night calls, phone calls, and we have an upcoming Parent Night. We met with the group from Elifugio and they have invited us to come in at the end of the

semester and we need to get our slides and presentation together. Parent night is November 14. Two sessions, one for Parents who are in Lottery Ease and another one with the parents who are still in the interest phase. Dr. Williams asked if we can show a comparison of how we are each month in relation to the 500 that is needed. We have 47 this month. Dr. Williams will make sure those online will get a copy of what has been passed out.

Access Grant- We have online training and we have a book to read. Dr. Shawn Williams stated that the state still has not passed the budget but they hope we will have funds coming in the first of Dec.

Mrs. Farrow stated that all the money that we have received so far has not come from the grant. Dr. Williams stated that everyone will get the whole package that was presented at the RTO. The one thing that they stress is that we have the number of students to get the allotment that. They also talked about the ADM Average Daily Membership.

Mrs. Farrow stated that she is comfortable with the Curriculum Coaches for a 2-4-week process so that we have them before the teachers are in place. We have decided the curriculum and we want to match them up with Great Minds and the Pacing guide and the State therefore I do not think the task is as big as we anticipated initially. Mrs. Farrow is moving cautiously until we get the funds and make sure we are able to pay them.

Dr. Williams is concerned that we do not use up our 180 days of free trial use with Great Minds. Dual Language is still in the planning stage.

Bishop Robert Williams- Governance- They were unable to meet as of yesterday but they did complete their assignment which was to produce Policies and documents for Governance.

Attorney Jeanette Peace – Operations- We did not meet. We have done some work trying to get a lunch vendor. Atty Peace has talked with Mr. Cagle about transportation. We have vetted a couple of insurance carriers- they have difficulty providing quotes for us at this point without knowing the facts about our employees (ages). Dr. Shawn Williams stated that we need a recommendation on whether or not we are going with State Health Plan and State Retirement. Must be presented back to Board of Charter Schools at Nov. call meeting as the due date.

Mr. Billy Bradley, Jr. – Finance- All of the policies were reviewed and good to the standing with no changes. Lowes School Improvement Application- will be released in November or first of December. We do qualify for in all categories. Mr. Bradley will send out an email tomorrow so that we can review and see if it something we want to do. Verizon will send us a template for what we need to do for them to be a sponsor for MINA. Dr. Williams ask him to check with Verizon about 20 cell phones for staff and their rates. Also asking the committee to look through the presentation that was given through The RTO presentation that was just given because it was heavy into your committee.

Beginning in January “Let’s Talk” -monthly topics for parents. Dr. Williams suggested that Mrs. Farrow and our Parent Liaison work and coordinate this with Mr. Bradley.

Mrs. Ginean Royal- Reporting on the Curriculum Meeting, DPI joined us on Zoom and walked us through all of the resources that are on the website. Dual Language, contact information,

Conference, and a Professional Development available. Discussion on Eureka math. Yoga or The Classroom – by Ms. Lisa Flynn- spoke with us in great details about the benefits of having this in the classroom and how it helps in other areas like creativity and handwriting. They do provide training but it is not a long- term commitment. It addresses the whole child and promotes a Peaceful learning environment.

There are webinars the website. Yoga is not for religion but for mindfulness. We discussed the August to June calendar. Curriculum is working on a vendor for Yoga to make sure we get the right one. There are resources for Dual Language on DPI website

Mr. Omar Marcias Technology

Mr. Bob Bedi- Media Integration- we have Ellen back at full time work. El fuchio will post videos on their Facebook. Regular agenda with Mrs. Farrow at getting new information posted on the website. Presentation will have slides that tell our story in an effective way.

Minor Sponsorship- Sanford Christmas Parade- Monday Dec 2- managed by the Jaycees- \$200 media coverage

December 6th, tree Lighting the next week that may cost \$250. One thought is that we want to give out ornaments at the event.

Chambers will be involved with our Ground Breaking. Contractors meet with local trades folks.

ESL Class started in January El Fuchio has given us a slot. Reaching out to local folks in January.

Dr. Williams stated that we need to get some good contacts with housing and target those populations. We want to be a school for everyone

Old and New Business: Dr. Shawn Williams

- **Attorney Engagement Letter:** We need her and we need to hire her but we also need to be aware and cognizant of the cost and where the money comes from. She only does Charter schools. We do have a line item for Attorney Fees in our budget. She has reviewed the Employment Handbook. We cannot go forward without an atty. Atty Jeanette Peace made a motion that we accept Lisa Gordan Stella as our board attorney and authorize the Chairman to sign the Letter of Engagement. Motion was seconded by Omar Marcias and the motion was passed unanimously.
- Dr. Williams strongly encouraging the board and Committees to step up and let's get the job done. He asked people to sign up for a committee (committees) that they can be committed.
- **New Committees:**

Governance: Bishop Robert Williams, Artheresa Best, Joyce Williams

Operations: Atty. Jeanette Peace, Omar Marcias, Kandice Pedley

Finance: Billy Bradley Jr. Stephany Peterkin, Kandice Pedley

Curriculum: Dr. Shawn Williams, Ginean Royal, Myron Jones, Salih Tuncer

Outreach: Omar Marcias, Joyce Williams, Billy Bradley, Jr.

- **Google Drive:** Dr. Williams will make contact to Lisa Gordan Stella about policies. Any changes will be uploaded into Google Docs. The policies that we adopt on Nov. 26 is what we are governed by and can get sued by. It is important that we read them and ask questions if we do not understand.
- **New Meeting Place:** We need a neutral zone for our monthly meetings. We looked at hotels and they will cost more. We also looked at the Mann Center, Stephan Center, McSwain Center, and the Library. The Civic Center has Wi-Fi, food can be served in the hallway -\$50; building will cost \$165.00 for 3 hours, (5:30-8:30). It is not a long-term solution because once the school is opened, we will have a place to meet. Joyce Williams made a motion that we have our meeting at the Civic Center until we go into our school. The motion was seconded by Salih Tuncer and was approved unanimously.
- **Employee Handbook-** probably meet twice between now and the Call Meeting. Dr. Shawn Williams, Mrs. Stella Farrow, Mrs. Myron Jones serve on the committee and Mrs. Joyce Williams, Atty Jeanette Peace as the sub committee for the Handbook.
- We need a **photographer for Dec. 12th**- Show a Historical Timeline. **Operations** will come back with a recommendation.
- **We will have our November 26th ZOOM Call Board Meeting for Policies ONLY!!**
- **November 20th Raleigh-** who can go to RTO- (Accountability and Operations) Stella Farrow, Myron Jones, and Omar Marcias
- **December 12th** Groundbreaking Service @ 9:00 am
- Building: ACD is to have plans over to the City by December 20th to break grounds in January. They are making sure we have a quality building that we can get in and operate. ABC Colliers are involved with the B Block. 125 housing units on the property
- **December 3rd** - We will have our regular meeting at our new location.