

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

Board Meeting

August 6, 2019

5:15 – Dinner and Fellowship

6:00 P.M.

Myron Jones, Executive Secretary

Present: Dr. Shawn Williams, Stella Farrow, Attorney Jeanette Peace, Omar Macias, Myron Jones, Bod Bedi, Kandice Pedley

Present via Zoom: Mrs. Royal, Ms. Best, Bishop Williams, Salih Tuncer

Bob Bedi gave the invocation.

Mission Statement was read by Omar Marcias.

Dr Williams asked to Amend the agenda to add Mrs. Lee Ann Harris from Edward Jones.

Review of minutes for July- minutes are received and approved unanimously.

Candace invited **Edward Jones** to do a presentation. Discussion included 401k, Simple IRA, American Funds , 403B , and R3

-Recommend the R3 , middle of the road

-403B by and 401K has the same options- might have a different provider.

Administrator Brief- Mrs Farrow- started on [July 1](#), making progress. She and Dr. Williams are spending time together going over things and making sure they are on the same page. She has been doing lots of reading and finding documents that are already out there and tweaking them to our needs so as not to spend time reinventing the wheel when it is already out there.

Access Meeting- Dr. Williams and Mrs. Farrow attended. They are modeling the process and steps. It is going to be demanding but very valuable, research, offered by the Office of Charter School. Offers a wealth of information and provides us an opportunity to network with other charter schools.

Governance- Bishop Williams - creating a job description for board; grievance arbitration procedure
Conflict of interest policy: we already have from last year just want to put it in place.

Operations Atty Peace- have a meeting coming up August 12

Curriculum- Dr. Williams will bring to board our recommended curriculum at the next meeting and a uniform policy for first review.

Omar/Bob- Because of the weather the event did not turn out too great but was able to make some connections

-Working with Bob and Billy on the Back to School event with Gods Promise.

-Have identified donors and will have meeting with them after we get the building

-Ground breaking- scheduled for late September

-Active in some of the community events that are going on

-ACD- ask that we do it by the end of the month and no later than 1st week in September . Can we have a calendar of event by next month?

Dr Williams:

-We have a new floor plan 25,000 square ft, music, art, multipurpose, office suite, and 14 classrooms.

Dr. Williams sent it to our new email. It reflects the things we wanted in the first place. K and 1 will have classroom bathrooms. This is just the first phrase.

-This board is amazing! We were well represented and everyone was very involved and active at the **NCAPCS Conference** -Stella Farrow, Attorney Jeanette Peace, Myron Jones, Bishop Robert Williams, Ginean Royal, and Dr. Shawn Williams attended.

Each participant was able to give their take-aways on their experiences at the conference: They shared that the workshops/sessions were presented with passion, expertise, energy, professionalism, excitement, quality, vendors, resources, and very helpful.

We must present a monthly budget to ACD. Secretary and President must sign.

Dr. Williams stated that we are going to look at the feasibility of the office space that is on the property rather than rent an office space.

Attorney Peace assured us that Mr. Morley is going to do everything to help us be successful.

Attorney Peace moved that we accept the proposed budget \$18, 336.65 for month of August. Amended earned money will be added to reimburse the board. Moved, seconded , and passed unanimously.

Attorney Peace :Payroll and Bookkeeping.

Kandice- 2-4 hours to set up for the 1st month which is the most time consuming.

DPI has a system that they want us to do and Kandice is willing to do that.

Her pay will be \$350 per month until May or June of next year then it will be \$500 per month. We are doing twice a month payroll plan with a 10 or 12 month salary option.

What programs would you use? Wave is free, quicken, or Quickbooks

The lowest price has been \$700. Recommend that we award to Kandice but that she does not have check signing ability or contract authority. We have done our due diligence by seeking other vendors. Qualification: She has done personal bookkeeping for her own business as well as managerial bookkeeping for American Airlines.

Can we try her on a trial basis? She does not have to be bonded because we are under a million dollar. Bonding is a level of insurance.

Had to make a conflict of interest. We followed proper procedure. Dr Williams received two rulings to make sure of that to protect the integrity of the board.

Moved, properly seconded, and approved unanimously that we will award Bookkeeping and Payroll for a period of 6 months, with no check signing or contract authority, to Kandice Pedley.

Parent Liaison / Hispanic Liaison - job description,

remove the word Exempt , remove and/or Grade

Kandice moved Omar seconded, approved unanimously for Mrs. Farrow to move ahead for interview.

Board voted that we would use **LotterEase** to handle our lottery. Atty. Peace moved, Omar seconded, approved unanimously.

No communication from Mr. Gilroy in 2 months. What is the process Governance?

Suggested that we have a period of time with no response. We should send him a certified letter and if we do not receive a response, we should remove him. Governance prepare to come next month with a recommendation.

We should have **16 hours of retreat time a year according to our Charter**. Law class by Attorney Charlotte. Possible at Cafe 121 suite.

Ad Hoc Committee- Dr. Shawn Williams, Myron Jones, Ginean Royal to assist Mrs. Farrow with hiring.