

**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**

**April 7, 2020**

**5:30 – Dinner and Fellowship (Canceled due to Covid-19)**

**6:00 P.M. Via Zoom**

**Mrs. Myron Jones: Executive Secretary**

**Link for Meeting - <https://zoom.us/j/388100000>**

**Phone number - +1 646 558 8656 Meeting ID: 388-100-000**

**100% Board Members Present Tonight!**

**Board Members Present**

Artheresa Best	Stephany Peterkin
Billy Bradley Jr.	Ginean Royal
Myron Headen Jones – Secretary	Salih Tuncer
Eloy Omar Macias	Joyce Williams
Attorney Jeanette Peace – Vice President	Bishop Robert L Williams Jr.
Kandice Pedley	Dr. Shawn E. Williams – President

**Also Present:** Mrs. Stella Farrow- MINA Administrator

Mr. Bob Bedi -Media Integrations

Private Financing Company-Thrivent: Mr. Walter Ferguson and Mrs. Robin Nutting

Preferred Meals: Mr. Mark Waterbury, Vice President

**Call to Order** – Dr. Shawn E. Williams at 6:00 pm

**Reading of Mission Statement** – Dr. Shawn Williams

**Approval of Minutes (March)** – Everyone has reviewed the minutes. There were corrections in the attendance: Mrs. Artheresa Best was present via Zoom. Mr. Omar Macias and Mrs. Joyce Williams were present at the meeting. Minutes were approved unanimously with necessary corrections.

**Presentations**

1. **Thrivent:** Mrs. Kandice Pedley introduced our guests, Mr. Walter Ferguson and Mrs. Robin Nutting representing Thrivent Financial Group. They are both Lee County natives. They have dental, life, disability, vision, annuities and mutual funds, stocks, bonds. Rates are based on individuals and not the group. They put money back into the

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community such as Habitat for Humanity. They also have an incentive for teachers that can allow them to give to a special cause of their choice. They stated that they provide more of a hands-on approach than other companies and more personalized services. Dr. Williams reminded them that we are not and cannot be church affiliated. Mrs. Nutting stated that we do not have to be in the Fraternity. She also stated that the company does not require screening or physicals and OB-GYN and Maturity is covered. Everyone will be covered by one company and provider. Rates are individualized. Mrs. Stella Farrow asked if MINA will pay the same cost for each employee and Mrs. Nutting replied that will be MINA's call. Mrs. Kandice Pedley will be the point of contact.

2. **Preferred Meals:** Mr. Mark Waterberg, Vice President, which is an EER company based in Charlotte. They provide the equipment. They provide warmers with food provided daily or once or twice a week. MINA will have a warming kitchen. They have an all-inclusive price. They deliver, stick it in the rack, warm it and then put it on the plates or serve it in the carton. Mr. Waterberg informed us that it is our program and we can dictate what it looks like. The state will provide us with a template for us to follow. We need to make sure the meals are USDA in order that we get reimbursement by the Federal government. We can get reimbursed for breakfast, lunch, afterschool snack and dinner. Questions: Number of Students serving? Number of free and reduced lunches? What will our Kitchen look like? How many staff members will we have for the kitchen? If we have a high Free and Reduced student population, we can get free meals for the whole school. CEP Community Eligibility Program Department of Agriculture with the Department of Education has tons of information on this program. Preferred Meals generate reports and you would be able to take those reports and file them. They also provide training. Attorney Jeanette Peace has a copy of the template from DPI that we can see menus and pricing. Produce and milk are provided by local business and are delivered by Preferred Meals. Attorney Jeanette Peace will be our point of contact to Preferred Meals.

**Building Update** - Dr. Shawn Williams- The framers, contractors, electricians, and plumbers are working inside the building. As well, Oldham and Oldham are working on the parking lot. According to Jason, the construction is moving forward and in the next 2-3 weeks they should be doing insulations and inspections. So far, there are no delays. The Department of Public Instruction requires us to have a back up plan. Dr. Williams, Atty Jeanette Peace, and Jason have met with the Pastor at Calvary Temple on Fire Tower Road, a very nice church that has the capacity to house us. We have made the request to use it in the event that we can't open on our start date. The Pastor at the church will meet with his Trustees to workup a price and we will meet again. As of now, we are still on track for our scheduled opening.

Mr. Bob Bedi informed us that Carson will put the pictures up on the website for all to see.

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**City of Sanford Proposal:** The City of Sanford wants to put a park up front of the school. Jason stated that the City wants to beautify that corridor they have some money that area where the school is with the new apartments and other things being added to the area. They are willing to purchase it or we can donate it. The space between the main road and the school is just asphalt. They will be willing to take access of that property and develop it for us. Taking that whole street front and turning it into a sitting area, art area, an outdoor learning space. a place for the community to have access to. One of the concerns expressed is that we will not have enough parking spaces when we expand to our numbers and grades. We will have enough spaces for a k-8 school but we will not have spaces for K-12. Jason has stated the concerns to them and is waiting for a response. Jason is also putting a request into the traffic engineer about the calculations of spaces that will be needed as we grow. Mrs. Pedley will we just rezone that? Will the money that they pay us for it be enough for us to expand our parking spaces. Jason said they are really just preliminary conversations so he does not know how much they will pay us or what the phrases of their work looks like.

Atty. Peace suggested that we extend the "Park Parking" all the way down the side of that drive. In addition to the bushes, so not as many bushes but replace some of the bushes with parking spaces. Mrs. Pedley asked that we be mindful of the issues of liability that may get a little unclear. Dr. Shawn Williams voiced his concern that with the apartments coming in to the left of us and how that will affect the walking trail. Jason suggest that anything or group come through the school for usage so that we will have first access to usage. Bishop Williams reminded us that we need to make sure we have control over the hours of operations in order to protect our children. We have a responsibility of who we allow in the school and the surrounding area during the school hours. Dr. Shawn Williams proposed a joint meeting with the City board and our board and we draw up a binding agreement. Mr. Omar Macias asked if there will be some kind of barrier or fence around the area to keep our children out of the street. Jason stated that we do have money in the budget for a fence more around our parking lot and closer to the school. We can see how this works out and then consider how to place other fencing.

Dr. Williams stated that it is very exciting that the city wants to partner with us. We need to talk about if we want to gift it or sell it. Mr. Tuncer reminded us that a walking trial is a great addition to the school for kids to exercise.

### **Committee Updates**

**Administrator Brief/ Report-** Mrs. Stella Farrow: - She sent out the monthly report earlier via email. The report shows that we still have three students pending because with Lotterease these are kids that have actually been moved in to the selection process and the parents have eight days to confirm. Our paperwork is coming in nicely. Parents have three options for

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enrollment. Ruth is establishing Cumulative folders on each child. She is doing a daily update on Facebook on YOGA for Classrooms, which is free at this time, sending that to Bob and he adds it to the webpage, parents are getting an email each day with updates. We are still working on relationship building with our parents.

- Covid-19 Stimulus Grant \$5,000 that must be used for recruitment. She is looking at us doing written digital and a focus on faculty and staff recruitment. Dr. Williams asked if we can have that ready tomorrow. Mrs. Farrow will have it ready for Dr. Williams.
- Great Minds has allowed us to use their materials. We made a good choice in choosing them for our curriculum.

**Access Grant** – Mrs. Stella Farrow / Dr. Shawn Williams: Finances are coming through. There are no meetings taking place at this time. We are just drawing down the salaries. We will be meeting with the Finance Committee to go over budget and make sure we are together on that and turn that over to Mrs. Kandice Pedley.

**Governance** - Bishop Robert Williams: We have met on several We have developed a New Board Member binder which is a requirement. It is 100% ready to go. The Orientation Package is available for preview but it is about 85% ready. Dr. Shawn Williams will be sending it out. Any recommendations and comments are appreciated.

**Operations - Attorney Jeanette Peace**: I am working on the RFP for the catering. We have not made and progress on the buses I would like to make a recommendation that we utilize Three Oaks for procurement for items that we will need to outfit the school. They will make sure that all of the equipment and furnishings will be up to state and federal standards. They will obtain the bids for us and help us to design the classrooms and it will be no cost to us. Three Oaks is paid by the vender that we buy from. We will still be able to go with someone other than the three quotes they provide. We are not signing a contract for them to be our exclusive providers. Atty. Peace moved that we employ Three Oaks as our procurement for supplies and equipment vender. Mrs. Joyce Williams seconded. Motion passed unanimously.

**Finance** - Billy Bradley Jr / Kandice Pedley: Mr. Bradley reached out to Home Depot but things are on hold because of Covid-19. Grant covers \$75,000. Verizon is focusing relief on Covid-19 right now. AT &T for wireless cell phones to service providers. He received brochures and will peruse them and update us on the details. Mrs. Pedley proposed that we secure Van Proprin for board liability insurance. Motion was seconded by Bishop Robert Williams and approved unanimously by the board. Dr. Shawn Williams requested that Mrs. Pedley sent it to him so that he can see if we can get that covered under the Access Grant.

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**Curriculum** - Dr. Shawn Williams: We did meet. Mrs. Farrow would like to recommend that we go to Yoga 4 Classrooms. Mrs. Artheresa Best made the motion and Mr. Omar Macias seconded. Motion carried unanimously.

**Media –** Mr. Omar Macias: No Report because not much activity this month due to Covid-19. However, Last meeting we spent most of the time talking about the lottery so I would like to do a quick update from last month. We did outreach at St. Stephens with Ruth doing outreach and the flea market. Bob has also attended with us. It has been going really well.

**Media Integrations** -Mr. Bob Bedi – We have the MINA Mindfulness videos on our website. We need pictures of Mr. Omar Macias and Mr. Salih Tuncer. We need larger pictures for some of you. We have pictures up of all of our Board Members. We will be doing a monthly newsletter. We have been clearing up our website and updating the information. Seems like we should be able to spend a little bit of money with the News and Observer that will also give us exposure to other websites. We have also looked at the Sanford Herald.

- **FACEBOOK AD CAMPAIGN-** to monitor our website traffic. We were able to reach 44,700 people. We were able to get our message out to a lot of people. Bob explained how to read the chart and what the website traffic looks like. There is clear evidence that the campaign was successful.
- **Billboards Outdoor Campaign (Advertising)-** Mr. Bedi sent us photos of places that we might post Advertising Boards available in Lee County right now. Three months with a digital (\$1000 a month) and 3 months with a standard. Average cost is about \$800 a month for the smallest boards. They are the only group that have digital. These boards were available 10 days ago but may not be available now. Atty. Jeanette Peace suggested that we table this until the next meeting due to the Covid-19 restrictions on travel and Shelter in Place.

## **Old Business**

Board Insurance Attorney Jeanette Peace We are recommending Van Pro Prien for General Liability and Board insurance. Yearly cost is approx. \$,4,055. The actual coverage amount for each category was given by the committee report.

Dr, Williams asked Double check and see which policy we need to get right now and which we need when we take over the building.

Motion was made by Mrs. Kandice Pedley that we go with Van Pro Perin for our Board Liability Insurance. Motion was seconded by Bishop Williams. Vote was unanimously approved.

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## **New Business**

- **Vote on Media Integrations recommendation**- These boards were available 10 days ago but may not be available now. Atty. Jeanette Peace suggested that we table this until the next meeting due to the Covid-19 restrictions on travel and Shelter in Place.
- **Vote on Budget Amendment for ACD** - Dr. Shawn Williams: Some unforeseen things that came up as we started in the building with the roof and store drainage. Dr. Williams sent out figures of adjustments that needed to be made. These changes did not change the budget amount just readjusted some things. The Executive Board felt that we should move forward with what we presented to the community and to give ACD the authority to move forward. The floor was opened for discussion. Atty Jeannette Peace moved to accept the motion for amended budget for ACD, only on the lease \$40,850.26 for first two years and then it goes up. This is just on the lease. Mrs. Joyce Williams seconded. Motion was approved unanimously.
- **Questions:** Bishop Robert Williams asked if there has been any talk about extending deadlines and how Covid-19 may affect Charter School? Dr. Shawn Williams stated that he has been in touch with Department of Charter Schools. They expect up to open on August 11 unless the Government so otherwise. Ready to Open schedule will continue as outlined. We are to remain on our set schedule.

**8:39 pm** - Motion to close meeting by Mr. Billy Bradley and seconded by Mrs. Joyce Williams. Motion passed unanimously.