

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

June 2, 2020

6:00 P.M.

Mrs. Myron H. Jones, Executive Secretary

Board Members Present:

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

Members Absent: Mrs. Stephany Peterkin and Artheresa Best

Also Present: Administrator, Stella Farrow
Media Integrations, Bob Bedi

Link for Meeting -

<https://us02web.zoom.us/j/84804851857?pwd=N0htSUw0bGpMT21mWERteEtETWFzQT09>

Phone number - +1 646 558 8656 Meeting ID: 848 0485 1857

Password: 188363

Call to Order – Dr. Shawn E. Williams @ 6:05 P.M.

Reading of Mission Statement – Mrs. Joyce Williams

Approval of Minutes (May 20th) – Members had the opportunity to read the minutes. There were no corrects. Minutes will stand approved as presented.

Presentations

Building Update - 6:10 – 6:30 – Jason Guffey was not present so Dr. Shawn Williams gave the following update on the building.

- The building will be completed by August 21, 2020 Estimated date -However, they are working weekends and long hours to try to meet the deadlines.
- The Sprinkler System is of concern. They are waiting in quotes from some companies.

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- Other areas they are working on is electrical, metal studs, heating and air conditioner, setting up the roof top units, installation on the inwall, drywall they continue to hang, masonry complete, windows and doors cuttings are bricked up and ready for the installations, parking lot has the rocks down, there is a section that is not rocked yet but the City is getting it repaired where the water line was installed improperly, and pavement.
- Front lot- waiting for discussion with City
- 3 weeks away from Duke Power installing the front parking lots and they will start painting the outside exterior next week.
- Tomorrow the architect will be going to the Temple Baptist Church to draw up a plan to present to the City and Fire Marshall for a Certificate of Occupancy with an educational focus.

Committee Updates

Administrator Brief/ Report -Stella Farrow (Notes are also in the Administrator Report for this month)

- **Cumulative Folders and Parent Information Folders** -Ruth and I are continuing to work at home. Ruth is working to complete the cumulative folders and getting information from parents as we have not received all of the information yet. Ruth has figured out that she can get a better response from parents through text messages. This is a struggle we are having right now. We probably have 60% of them in. We have called all of them twice, emailed, and texted.
- The lady that I was going to hire for the parent liaison is going to come in and work to make a second attempt to contact the parents and get the information before we drop them or move them down to Lotterease. We have 132 students on the waiting list.
- I need the Boards input as to whether or not you want me to do postal mail? Or if the number of attempts we have made are sufficient?
- Dr. Williams has purchased another copier so we now have two, a large one and a small one.
- We had a **Virtual Meeting** on Friday with 60 participants. We received very good and positive feedback and emails.
- Dr. Williams and Atty Peace are working to get the **transportation and bus routes** in line but I need the other information so we can finish.
- Ruth continues to work with the community, families, and churches and the **Latino community** as it pertains to the language barrier to make sure they know what is

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happening on this end and to insure that they are doing their part. She continues to keep Facebook updated and work with Bob Bedi and his team.

- **LINKS training** – 4 sessions – our book keeping system
- **Covid 19** changes and information from the state continue to come in

Interview Committee- Dr. Williams, Mrs. Myron Jones, and Atty Peace -We have 20 applicants still in the pool of possibilities and Mrs. Farrow stated that she will have a personnel report to present today. Dr. Shawn Williams asked that we save all salary scales until we get into closed session

- She is continuing to work on **Staff development** but need to firm up our start dates.
- **Update on Uniforms:** we will go with the local vendor. They estimate a 2 week turn around from when they are returned. We will get shirts through the school and parents will be responsible for the bottoms.
- **Staff Shirts-** Requesting that if the Board has it in their budget to purchase one school shirt for each staff member to be presented at the first work day to get started.
- **Parents:** We are still waiting to hear from about 100 folders. MINA Board members volunteering to make call to parents to stress the importance of getting the paperwork back. (Mrs. Myron Jones, Mrs. Kandice Pedley, Atty Jeanette Peace and Mrs. Joyce Williams). The Parent Liaison can come on board also and make calls and other things.
- Dr Shawn Williams asked what are you referring to when you say **Start Date?** Mrs. Farrow was referring to the calendar that she sent back to him because the start date did not change. But we did make some changes in some other things so she wants to make sure before she began contacting people for Professional Development Dates.

There was much discussion concerning whether or not to give teachers a stipend for the first Staff Development Days. Mrs. Farrow wants to give a \$100 per day stipend which would be \$9,000.00. Dr. Williams called the Office of Charter School and they stated that teachers can be requested to come in on the first staff development day. With the budget as tight and so many unknowns, there is a concern about spending this money. Many things had to be changed because of the last cuts in the budget. Mrs. Farrow expressed deep concern and advocacy for her staff and also stated that she prefers that if we can not give them any compensation just put some of the other things that we were going to do into the ½ Staff Developments. Normally in a traditional school teachers are required to work those staff development days prior to school as part of their salary.

Bishop Robert Williams: Is smaller classroom sizes and more autonomy and freedom to work to their skill sizes is a fair compensation and trade off? Mrs. Farrow states that because of the

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program that we are using and for the fidelity of the program the teachers will not really have the freedom to teach as they please because the program is scripted.

There are workdays and professional development day. Everyone comes in on July 29. The staff comes 9 days before school opens. But all of these are not staff development days but rather workdays to meet with their teams and work in their classrooms.

There was discussion about how many days teachers are required to work at the beginning of the year. Mr. Salih Tuncer: There are 193 Total days and 185 teaching days. During the first 3 days we have for the **Beginning teachers**- days are used for orientation, navigating the handbook and getting acclimated to the environment. Those days are included as part of the 193 days contract.

Mrs. Stella Farrow - We have **5 new teacher pre-training days** that are a part of the Licensure Program. These 5 days are **not optional. It is a state mandate.** Proposing 215 days for the salary that staff will be quoted with no compensation for the 4 extra days. Or those are four days beyond the 215 days that they will be compensated. Or you can have it with 1,025 hours

Bishop Williams moved that we keep the salary as we have stated with explicit explanation too the candidates about the salary and days. Motion was seconded by Attorney Jeannette Peace. Motion was passed unanimously.

Mr. Bod Bedie was asked to find out how we can pay for Staff shirts

Access Grant - Mrs. Stella Farrow / Dr. Shawn Williams

- We do not have to appear before the Board on June 8th. We have successfully gone through the Ready to Open Process
- We have a virtual meeting with the Office of Charter Schools on June 10th.

Governance - Bishop Robert Williams – no report for today

Operations - Attorney Jeanette Peace

- **Furniture** -Kandice has obtained 4 bids for furniture. Atty Peace would like for the board to give permission to go ahead with a contract with the lowest bid so we can go ahead and order and get it back in a timely fashion
- **Nutrition**- Local Wellness Policy Passed
RFP has to be on the website and run one day in The Sanford Herald.
- **Buses**- Atty Peace is scheduled to go with a mechanic to look at some buses in Wake County. They have all the buses that we would need except a bus with lift. Wake

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County does not have an activity. Atty Peace is going to donate the fee for the mechanic in lieu of board dues.

- **Chromebooks**- Waiting on a company out of Lillington about Chromebooks because the ones we have are too expensive. We can not afford them. Mr. Salih Tuncer suggested that we might want to check into Lenovo Chromebooks and a financial option. Average price around \$200
- **Cell Phones**- no charge for the phone and we will have unlimited data usage - Verizon -\$35 T-Mobile \$34.99

Mrs. Kandice Pedley got quotes from Staples, Herts furniture, they are about priced the same. Desks, chairs, tables, multipurpose room \$155,000: Playground \$25- 50,000 : Office desk chairs and tables

- Mrs. Pedley need to check with Mrs. Farrow on the colors. \$160,000- \$200,00 for school. Dr. Williams ask that she check for special financing options.
- Motion was made by Joyce Williams to allow Dr. Shawn Williams, Mrs. Stella Farrow, to move forward with the negotiations for the furniture. Motion was seconded by Mrs. Kandice Pedley. Motion was carried unanimously.

Finance -Billy Bradley Jr / Kandice Pedley –

- Our focus is on the budget. Looking into getting Verizon for the grant that they offer.
- Furniture as reported by Kandice
- Dr Williams stated that we included the budget for the Access Grant, First year budget, the amount of money spent and Income and Expense from June 6, 2019 – May 15, 2020 was send with our budget
- Dr. Shawn Williams stated that there was an error on the finance report but it was found and will be able to bring the money down and pay that loan off. We already paid \$20,000 of the \$30,000 loan from Triad. There was a \$16,000 error. At the end of June, we will be in the green.
- Mrs. Kandice Pedley moved that we accept CPA that qualifies and acknowledged by the state of North Carolina, Jay Sharp – Sharp Accounting for our yearly audit for \$9600 yearly for 2020-2021. Motion was seconded by Billy Bradley and approved unanimously.
- Mrs. Kandice Pedley - \$56,000.00 year- “Charter Success”-(Bookkeeper) \$3895 - Dr. Shawn Williams stated that he is concerned about out sourcing. Many of the reports that he generates come out of LINKS. He would like for us to look at some other options and see what we can do in-house- just not comfortable with this solution yet.

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Curriculum -Dr. Shawn Williams- We will meet next Tuesday and look at Professional Development Calendar and fine- tuning things with Mrs. Farrow on Great minds, Mindfulness and Dual Language so we will be ready for our meeting in July.

Media - Omar Macias

- Dean Edwards is putting something together for us about the Chromebooks. There is a concern that he can not get them here on time. The demand is high and the supply is low. Working with a leasing company so we might be able to afford it on a monthly lease. He also talked about refurbished ones but “end of life”, after 6 years the support for that device ends.
- Attorney Peace spoke with someone who will lease them but they must be new ones but they can give us a price for new ones.

Media Integrations- Mr. Bob Bedi

- The first Billboard will be up n Horner Blvd next week.
- June 15th our Digital Board will be up and remain up from June 15th-August 15th
- Our 2nd Poster board will be up on June 29th
- Our 2nd Newsletter went out and we got very good responses.
- Thanks Kandice, we are now reaching out to some of the largest businesses and corporations.
- Mr. Bedi will put the Virtual meetings on MINA website.

Attorney Jeanette Peace moved that we go into closed session. It was seconded by Mr. Omar Marcias. Motion passed unanimously.

Closed Session

Mrs. Myron Jones moved that we come out of closed session. Motion was seconded by Bishop Williams and carried unanimously.

Bishop Robert Williams moved that we accept the personnel roster as reported. Motion was seconded by Mr. Omar Marcias and approved unanimously.

Dr. Shawn Williams stated that we will have a Regular Board Meeting the 3rd Thursday in June instead of our Executive Meeting.

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Bishop Robert Williams moved that the meeting be adjourned. Motion was seconded by Mr. Omar Marcias. Meeting was adjourned at 8:19 p.m.