

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

January 5, 2021 - 6:00 P.M.

Mrs. Myron H. Jones, Executive Secretary

Link for Meeting—

<https://us02web.zoom.us/join/9tZAtcOqppzspGtZlbGKjL3Fdgm5zSHGJgPIH>

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

Reading of Mission Statement – Joyce Williams

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

Approval of Minutes (December) – Corrections: 1. Bishop Williams stated, we need to correct, *We need an NSP- Green Garden Landscape* to *We need a RSP-Green Garden Landscaping, LLC*. 2. Omar Macias—asked that a correction be made to the spelling of the nonprofit organization from *We were going to partner with El Fugeo before COVID-19*. It should be *We were going to partner with El Refugio before COVID-19*. Motion made to accept the minutes with corrections by Bishop Williams and seconded by Kandice Pedley. Motion carried and minutes accepted.

Roll Call- by Attorney Jeanette T. Peace in the absence of Mrs. Myron Jones, Secretary

Board Members

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

Also, Present: Dr. Shawn Williams, Administrator and Mr. Bob Bedi, Media Integrations, Ms. Diamond and Ms. Clegg, Staff.

Committee Updates

Administrator Report: Dr. Shawn Williams

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- Presentation: 4th Grade Scholars—Showcase Scholars!
 - Elaine Clegg & Dawn Diamond presented their monthly scholars book reports.
 - Reginald Peace
 - Nehemiah Easterling
- No hire updates
- Had to redo the Master Schedule in Power School
- Planning for each teacher has been schedule
- RESET—Master the Skill
- Returned to school January 5
 - Remote Learning
 - 144 in Attendance—on site
 - 100 Virtual—remote
 - 42 Application on file
- Staff member resigned in December
- Contracts
- Ordering first set of MINA shirts
- Contract with Dream Builders---ZOOM meeting on Thursday January 7.
- Commitment for students for next year

Access Grant - Dr. Shawn Williams:

- Funds on hold due to State
- Acadia North Star
- Budget Approved

Governance - Bishop Robert Williams:

- Notice of removal from the board letter.

Operations - Attorney Jeanette Peace: No Report

Finance - Billy Bradley Jr / Kandice Pedley:

- Seeking additional funding--Verizon
- Arcadia NorthStar is connected with our staff right now. Kandice and Bradley will have a plan by next meeting

Facility Use Policy –

- Attorney Peace discussed the cleaning of the building due to Covid-19.
 - Dr. Williams stated the school will be responsible. We will collect a cleaning (Covid) fee for the facility use. Custodians will be paid an hourly wage for cleaning the building.
 - Omar—Custodians hourly wage for being out on the weekend to clean the building. Is that fair to pay them their hourly rate for working on the weekend or should it be more?
 - Bishop Williams—I agree with Omar as to being paid overtime for the weekend which is outside of his/her normal work week.

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- Omar—It takes planning. What about giving them a minimum of 2 hours overtime pay. We should compensate our staff if they have to do something outside their regular duties.
- Attorney Peace—Suggest we charge in 3 hour increments or 2 hour increments or 4 hours? Need to be added to facility use contract. Inquired about special equipment—Should our staff take on the responsibility of setting up and breaking down? Will discuss and ask Dr. Williams to report back on next meeting.
- Discussion was tabled.

Curriculum - Dr. Shawn Williams:

- School wide 1-5th grade update:
 - 1st Grade
Mr. Newby---Math & Science
Mr. Hodge—ELA & SS
 - 2nd Grade
Ms. McIver---Math & Science
Ms. Gooch—ELA & SS
 - 3rd Grade
Ms. Abbot—Math & Science
Ms. Williams—ELA & SS
 - 4th Grade
Ms. Diamond—Math & Science
Ms. Clegg—ELA & SS
 - 5th Grade
Ms. C. Peace—Math & Science
Ms. J. Peace---ELA & SS
 - Dual Language
Ms. E. Rodriguez K-3 (TA & Bus Driver)
Ms. D. Rodriguez 4, 5 & ELL

Media -Omar Macias: No Report

Update / Report Media Integrations -Bob Bedi:

- December's newsletter reached over 600 people---family, parents, DPI, MINA board members, community and businesses.
- Progress with social media—Ms. Dixon and Dr. Williams are keeping the page up with a steady stream of context and post. Engagement increased by 18% through sharing and likes.
- We salute teachers and/or staff each month which received 262 clicks and engagement of 375 for Ms. Gucci. Ms. Marsha and Ms. _____ had well over 1,000 clicks
- Door decoration for December was a big hit with over 750 clicks.
- Covid-19 post and good response from parents, staff and other in the community.
- Excited about our scholars
- Marketing—application for 20/21
- Compared the numbers for January 2020

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- Banner & Badge
- Billboard \$990.00
- Suggestion: Survey to parents to determine spots
 - Attorney Peace—Plan for February to be ready and really hit community hard so we will be ready for our March 1st Lottery.
 - Will work with Billboard person to see if we can hold out another month at that price
- Videographer to start putting together a story board. This will really set the town on fire about our scholars. Showcasing our scholars will get attention.
- Salih asked if we are having an upcoming open house?
 - Attorney Peace said we would love to, but due to the Pandemic, we are going to have to wait until things get better.
- Dr. Williams asked if we can market to our local churches and daycares using a trifold?
- Chris DeLambert suggested that we allow the young scholars to go into the studio and make it a centerpiece which is a good marketing tool. Chris and Bob will connect to work on this in the future.

Old Business

- **No old business**

New Business

- Dr. Williams—soliciting for before and after school programs next week.
 - **Partnering with** Salvation Army and Carla's kids
 - Funding set aside in order to move forward.
- Attorney Peace—What are the hours?
Dr. Williams—
 - 6:30 – 7:30 am before school
 - 3:00 – 5:30 pm after school
 - Can only participate on the A day or B day
- Arcadia NorthStar contract-bookkeeping for charter school
Omar—Do we need to vote on this?
Attorney Peace—Funds have already been allocated

Parent Engagement

- Dr. Williams—Since the first of November, at 7:00 pm, parents receive a phone call and email with an update on activities or events going on at the school.
- PTA/PTO monthly meetings at 7:30 pm
- Open house for parents to see what we have to offer at MINA—COVID is a big concern but it's a great marketing tool. We may need to wait until later due to Covid.

Parent comments

- Omar—Praise Dr. Williams for the phone calls. When the teacher calls the parent, they ask if they are receiving the call or not, they get an update on phone numbers etc. and weekly update for the parents. He really likes that and appreciates it.

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Board Retreat

- Attorney Peace
 - The board retreat will be March 6, 2021 (Saturday) at 9:00 am. Lunch will be provided.
 - The board retreat will take place in person.
 - We will be learning about the evaluation process—State of North Carolina has provided a tool for performance and we will need additional training.

Board dues

- Attorney Peace—Question: Ask the board to commit to a monthly contribution to the board. **This is not mandatory.
 - Contribution will be used for:
 - Christmas staff and faculty--Last December, we were able to give the staff and faculty \$25.00 gift cards. Prior to opening, we voted to pay \$50.00 per month. If we can come to an agreement to pay a certain amount, we can use the funds for either death/sickness etc.
 - We are a MINA family, it is not mandatory, but we are asking the board to come up with an amount.
 - Bishop Williams—I suggest \$ 25.00 per month and we need to find a way to send the funds.
 - Attorney Peace—PayPal or cashapp—we have to separate the funds from the school. One person on the board will keep the balances. In December, we had 26 staff members x \$25.00 per card at \$ 650.00.
 - Bishop Williams made a motion to pay \$25.00 per month for board dues motion was seconded by Ms. Royal.
 - Kandice—Question: Can we do gift cards or do we have to provide the funds?
 - Attorney Peace—Answer: If funds are in place, it wouldn't be a burden on anyone,
 - Chris—I suggest we table the board funds and decide on when and what we are going to spend the money on, we need more clarification of how the funds are going to be used.
 - Attorney Peace—The funds will be used for Teacher Appreciation, Christmas, Sympathy/Bereavement, Luncheons/Banquets, Picnics kick-offs, Food for the board, Charter recommends—3 board trainings per year which has a cost speakers/food, etc.
- Attorney Peace tabled the board dues and formed a committee to discuss and report out at February's meeting. Committee members—Bishop Williams, Chris DeLambert, Artheresa Best and Omar Maias.

Motion made by Joyce Williams to adjourn and seconded by Bishop Williams