



JUMOKE ACADEMY CHARTER SCHOOLS

Board of Directors Meeting Minutes Jumoke Academy

Date: March 10th 2015

Time: 6:00PM

Location: 852 Asylum Avenue

Present:

James Michel, Chair
Thomas Smith, Community Representative
Sharon Gentles-Harris, Community Representative
Troy Monroe, Executive Director
Melanie James, Treasurer & Teacher Representative
Todd Cooper, Community Representative
Glen Winfree, Community Representative
Frank Williams, Finance Manager

- I.** Meeting called to order by James Michel at 6:12pm.
- II.** Mr. Michel welcomed everyone including Walter O'Connell from O'Connell & Pace Co. PC. who came to make a presentation of the recently completed audit.
- III.** Minutes were accepted as presented, moved by Mrs. Harris seconded by Mr. Smith. There were no public comments.

IV. Board Chair Report:

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- (1) Heritage Gala – Mr. Michel commented that the gala was exceptional and he would like for all Board members to attend the next one. Dr. Monroe honored the work that the teachers and scholars did. The guest speaker was Brandon Frame who presented everyone with a signed copy of his book *Define Yourself, Redefine the World*.
- (2) Student Recognition Night – A night to recognize scholar achievement was proposed. Both Mr. Michel and Dr. Monroe talked about having a board meeting to honor the scholars and athletes who have been outstanding during the school year. Dr. Monroe mentioned that some students were accepted to a number of independent schools to include Taft, Ethel Walker, Suffield Academy, and Loomis Chaffee.
- (3) Celebration of Staff – A special function to show appreciation for the staff who committed to staying with our schools was proposed. The purpose would be to celebrate our teachers and support staff for their commitment and dedication to the students of the Jumoke community. Dr. Monroe will revisit the feasibility and planning of this with the Financial Manager.

V. Executive Director's Report:

- (1) SBAC & CMT Parent Night Info – took place on March 2nd at Jah Smart Middle School but not many parents participated. This type of event will be placed in the school's newsletter so parents would be made aware of the time and place.
- (2) Foundation Invitation – Recent communications resulting from a site visit from the BUCK Foundation has resulted in an invitation to apply. Representatives were impressed with the Jumoke's new leadership, rebranding, and direction and would like to come back to tour our facilities. Potential awards to the Academy could result from our efforts to re-establish this relationship.
- (3) CSDE Probation Update – the deadline for communicating the Academy's four year budget proposal and property disposition plan was February 28th. The fidelity of the budget proposal was noted to be contingent on receiving completed audit from O'Connell and Pace. Until such time, request for summaries will be submitted in a timely manner. It was noted by the Board Chair that the probation requirement to conduct an Executive Director search is scheduled to be completed by May.
- (4) Calendar Update – a revised 2014-2015 calendar was placed in the board packet for review.
- (5) Horizons Program Update – a presentation was made to the Elementary school scholars and to date there have been 33 applications submitted.

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- (6) Asylum Hill Neighborhood Association – Dr. Monroe made a presentation and introduction to this Association. The presentation resulted in assessment and in the articulation of Academy needs. The association was made up of Asylum area business and community agencies. It was noted that our Finance Manager will be attending the subcommittee traffic meeting on March 11th.
- (7) Audit Update – the audit has been completed and Mr. Walter O’Connell was present to report his findings. In addition, the Board was given a list with a breakdown of the number of applications submitted to Jumoke’s enrollment department. The Academy’s lottery will be on March 26th at Jah Smart. Board representation expressed concerns related to expanding our recruiting efforts to be more inclusive of Hartford’s diversity. Dr. Monroe indicated that the district will reach out to other communities including the Latino community.

VI. Finance Director’s Report: A presentation was made by Mr. Walter O’Connell concerning the audit. All the Board members were presented with a copy of the report. Some of the highlights and questions that arose from the presentation are:

- Mr. O’Connell said that they did have a qualified opinion due to the fact that they did not receive a report from the previous administration and could not secure a report. He also said that much of what was written in the newspaper was about FUSE and not Jumoke
- **As a result of audit findings, Board representatives** wanted to know how some employees were paid differently from others. Mr. O’Connell noted this as a past practice by the former leadership or Management Company.
- The accounting from the previous administration was noted as sloppy. Mr. Michel indicated that it is not unusual for a small organization to have sloppy accounting.
- Mr. Michel wanted to know if everything was accounted for per the audit. Mr. O’Connell said that Jumoke is in a better financial position and accounting is better since the arrival of the district’s new Financial Manager.
- Assets were noted to be on the books and fixed assets were not recorded
- Mr. Michel noted that past internal control was very weak.
- Mr. O’Connell mentioned that there should be a tag system resulting in fiscal inventory once a year. He also stated that the board is responsible for the assets of the school.
- Mr. Michel mentioned a policy should be created concerning the disposal of assets from Jumoke.

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- **Mr. O’Connell noted that** the situation with the previous Director and his assistant came to the attention of the current Board and the matter was reported to the FBI.
- **Mr. O’Connell stated that** the Board has the responsibility to oversee the Executive Director and there should be an expectation of accountability for him.
- **It was recommended that the board** form a subcommittee to decide on the search and salary for the Executive Director.
- Mr. O’Connell said that the accounting problems have been resolved and the Board needs to have appropriate leadership to keep its schools functioning. He said he is very encouraged with the progress of Jumoke and told the State that Jumoke is very viable. Mr. O’Connell stated that the problems were with FUSE Management Company who had oversight over the operations of Jumoke.
- Mr. Michel reminded the board that O’Connell Pace was selected by the State to do the audit of Jumoke. It was noted by Mr. Michel that on behalf of the Board Members of Jumoke, Mr. O’Connell’s work, professionalism and straightforwardness was appreciated.
- **The Finance Manager** presented the Board a copy of the cash flow statement for the month of January. He also mentioned that an email was sent from the State confirming Jumoke’s compliance. He will remit to Achievement 1st the amount due to them.

VII. Sub Committee Reports:

- (1) Executive Director Evaluation – Mr. Cooper and his committee (Ms. Woodson, Ms. Gentles-Harris, Ms. Green and Ms. Black) reported that they met and the evaluation of Dr. Monroe went very well. Dr. Monroe presented to them a list of what he has accomplished to date aligned to the goals and priorities for the district. They had questions that they asked of him which were answered to their satisfaction. A finalized document will be submitted pending review by Attorney Chinni. They are anticipating to present the document at the next executive board meeting.
- (2) Executive Director Search Process - Mr. Michel noted that CABB consultant Dr. Jacoby sent out a notice to the committee with a confirmation date pending review. Dr. Jacoby wants to meet with JAPA and two parent’s board. The process is moving forward. The goal is to have a Director in place by mid-April or early May. Every member needs to be present for the final vote.
- (3) Building Committee – met and discussed the issues of Scarborough. Coldwell Banker has listed the property. There are other issues concerning the City’s taxes and they are waiting to hear from the Assessor’s office. The district finance manager filed an appeal for the assessment. The appeal meeting is scheduled for Mach 20th. Mr. Williams mentioned that

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the bank forwarded to him new appraisals for the properties excluding Scarborough and he will send it to the board members.

- VIII.** Motion to go into executive session to discuss personnel matters was made by Mr. Cooper, seconded by Mr. Winfree. (7:45 p.m.) Dr. Monroe and Frank Williams were invited to be in this session.

A motion to come out of executive session was made by Melanie James, and seconded Glen Winfree (8:20 p.m.) All were in favor.

- IX.** A motion was made by Glen Winfree to adjourn the meeting. The motion was seconded by Tom Smith. All in favor (8:25 p.m.)

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