

## Board of Directors Meeting

### Minutes

#### Jumoke Academy

**Date:** Tuesday November 11, 2014

**Time:** 6:00PM

**Location:** 852 Asylum Avenue

**Present:**

James Michel, Chair

Thomas Smith, Community Representative

Sharon Gentles-Harris, Parent Representative

Troy Monroe, Executive Director

Glenn Winfree, Community Representative

Todd Cooper, Parent Representative

Melanie James, Teacher Representative

- I. Meeting called to order by James Michel at 6:04PM
- II. **Public Comments:** There were no comments made
- III. **Acknowledgement:** Mr. Michel acknowledged two of the previous board members – Monique Griffin, Secretary and Raymond Bell, Former Chair. Both were presented with a plaque for their years of dedicated service to Jumoke Academy Charter School.
- IV. **Approval of Minutes:** Approved and accepted with amendments. Moved by Mr. Winfree, second by Ms. James. All were in favor.
- V. **Board of Directors Update:** Mr. Michel informed the board that there would be two evaluations of Dr. Monroe conducted by the board. The final one will be in June 2015 and a midyear to be completed around December/January of this academic year. An evaluation sub-committee made up of parents and board members was appointed by the board Chair. They will be responsible for collaborating with Dr. Monroe around the criteria for the evaluations and completing the process. The committee members are as follows:
  - Nichelle Woodson, Principal
  - Mrs. Black, Parent Representative
  - Kashay Green, Teacher Representative
  - Todd Cooper, Chairman
  - Sharon Gentles-Harris, Board/Parent Representative

Committee members are expected to work with the board's legal counsel to establish the format and procedures for the completion of this project.

## **VI. Executive Director Update:**

- Benchmark Assessment & District Technology Initiatives
  - Dawn Lazarus made a presentation about the Benchmark Assessment which is used by the Jumoke Academy to track the academic progress of the scholars and also highlighted the new district wide technology initiatives. The Compass Learning program was purchased for teachers which helps to identify individual paths of instruction for each scholar in support of skill development.
  - Scholar performance for MAP, CPAA, and Compass Learning assessments were reviewed. Early analysis of benchmark scores and performance data suggests that scholar performance in literacy and numeracy are slightly below performance norms for the grade levels assessed. District instructional leadership indicated that Jumoke Scholars would be able to achieve scores consistent with normed performance and were reminded that this is our first year with the new benchmark assessments. As teachers and scholars become more familiar with the curriculum standards, curriculum, and assessment tools, scholar performance should reflect higher achievement levels.
  - See Attached Power Point Presentation from Dawn Lazarus
- Revised Technology Assessment Presentation
  - Consultant JP Lortie along with IT supervisor Ryan Chung presented a revised version of last month's IT assessment presentation. Emphasis were placed on the following:
    - Replacing and/or servicing 2 servers
    - Upgrading the PA system at elementary school
    - Identifying and/or assessing 911 solutions
    - Synchronizing all data back ups
    - Improving internet access
    - Identifying data system "managers" for programs used by various departments
- Marketing Flyer: After a presentation of a flyer to be used for marketing Jumoke Academy, the following recommendations for consideration were made by board members:
  - Equitable gender representation should be included
  - Multiple grade and age groups should be represented
  - Omit references to economic status indicators
  - Emphasize after school "programs" oppose to "care"
  - Emphasize parental involvement
  - Consider placing flyer in multiple high visible community locations in the Greater Hartford area
  - Consider use of pop-ups and yard signs for advertising
  - Use of Bulk mailings
- Retirement: Mr. Cummings the head custodian of the elementary school is retiring on December 12<sup>th</sup>. I was suggested that the academy consider purchasing a "garden bench" with an inscription to be placed in the garden at the front of the school in his honor. Mr. Cummings was the first Jumoke Employee hired. Mr. Cummings will be

honored at the faculty and staff holiday party on December 12<sup>th</sup>. The members of the board are invited to the celebration.

**VII. Financial Report:** Mr. Williams presented the board with the approved budget for 2014-2015 year. He informed the board that the audit has started and that to date there are no discrepancies. Mr. Williams also revisited a list of properties owned by the Academy with an update of their taxable status given recent revised information received by the city of Hartford changing the tax status of one of the buildings. Following is a report on the property status:

- 325 Blue Hills Ave – vacant
- 852 Asylum Ave – no tenants and the 2<sup>nd</sup> and 3<sup>rd</sup> floors are subject to be taxed
- 846 Asylum Ave – subject to property tax – the state is no longer accepting nonprofit to nonprofit without taxes
- 230 Scarborough Ave – vacant- there are two different parties interested in the property

**VIII. Executive Session:**

- o A motion was made by Mr. Smith to move into executive session for a discussion on personnel and facilities strategies. The motion was seconded by Mr. Winfree with all in favor.
- o A motion was made by Mr. Winfree to come out of executive session and seconded by Mrs. Gentles-Harris. All were in favor

**IX. Adjournment**

- o A motion was made by Mr. Cooper for adjournment and seconded by Mr. Winfree. All were in favor.
- o Meeting adjourned at 8:30 p.m.