

JUMOKE ACADEMY CHARTER SCHOOLS

Board of Directors Meeting Minutes Jumoke Academy

Date: October 10th, 2017

Time: 6:00pm

Location: 852 Asylum Avenue Hartford, CT 06105

Present:

James Michel – Board Chair

Sharon Gentles- Harris – Treasurer

Melanie James – Teacher Representative

Glenn Winfree- Community Representative

John Mena – Community Representative -- *via conference call*

Thomas Smith- Community Representative

Julian McFarland- Parent Representative

Ricardo Anderson - Parent Representative

Absent:

Todd Cooper – Community Representative

Bertram McDowell, Jr. – Secretary

I. Meeting called to order by James Michel at 6:04pm.

II. Opening:

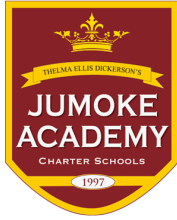
- 1) Welcome & Opening Remarks given by James Michel
- 2) No Public Comments

III. Board Chair Comments:

- 1) James Michel advised Executive Director would not be in attendance due to illness.

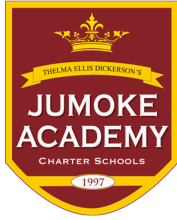
IV. Executive Director's Report:

- 1) Scholar Recognition Presentation – James Michel recognized Rukiyah Muhammad-Brown- JAH-HC for her contributions to her community, school life and academic achievements.



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- 2) Community Teaching Garden Initiative: Glenn Winfree advised that Aetna has partnered with the Academy to house a teaching garden on the JAH SMaRT premises. The program has a value of \$25,000 for two years.
- 3) Dual Language Communications: Samantha Stigliano in communications advised the board the importance of having Spanish Language translation incorporated with all outgoing communications to the Academy's community. Currently having the website fully translated in Spanish and ready to go, however there is a new software that is a better version than the free software currently being used. The next item is the Annual Report for the 2016-2017 academic year that will be translated for approximately \$600. To save the Academy dollars there is a company- PerMondo, a non-profit that will translate for free with a stipulation of advertising their logo and a description of who they are on the printed material. They have made the approval to work with Jumoke and the Academy would like to proceed. Board chair advised Samantha to ensure the translations were accurate once completed and to call the companies references before proceeding. Questions posed by Sharon Harris- Does the Academy have to commit for a certain amount of time, Samantha advised this commitment is based project by project.
- 4) District Office Transition: Frank Williams thanked Frank C. for all his hard work and presented Frank C. with Jumoke memorabilia. Frank C. advised the board that the district office transition will take place November 17th- November 20th, 2017. Staff have been notified of the process to discard old records and responsibilities for each department.
- 5) District Security Grant Application: Frank C. completed the Security Grant application issued by the state of CT. The potential award amount is up to \$10 million to make security improvements throughout the districts. The total amount applied for by the Academy was \$263,000. If awarded the state will pay up to 80% and the Academy will pay 20% which is \$52,000. The improvements will include security cameras at each campus and updated security locks on the doors. Updates would include 999 Asylum Ave... John Mena posed a question, will a new policy need to be created around monitoring? Frank W. advised the only active monitoring that will take place is the entering and exiting of a building.
- 6) Collections Initiative: The finance office is working on collecting monies owed to the Academy. The money being pursued will not precede the current



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administration. The accounts receivable department has sent letters to parents which is a soft collection effort.

- 7) Washington D.C. Trip Update: PowerPoint presentation was done by Daniel Keith, Amy Beardsworth and Tanya Fleeting. Information presented was various options for the D.C. trip that offered different price points for 8th grade parents. An invitation to Covenant Prep and Grace Academy was offered and Covenant Prep has accepted while Grace Academy declined.

V. Consent Agenda:

- 1) Approval of April minutes, Building Sub Committee Minutes, Financial Sub Committee Minutes and March Financial Statements. A motion was made by Thomas Smith to accept April minutes, Building Sub Committee Minutes, Financial Sub Committee Minutes and March Financial Statement, seconded by Sharon Harris, All in favor.
- 2) Gift Approval- James Michel made a motion to accept the 15 Dell/Lenovo used laptops and a server rack as a gift to the Academy. The motion was carried unanimously.

VI. Finance Director's Report:

- 1) 2016-2017 Audit- Audit is going well and they are working on completing the financial statement. Per the Charter School Renewal bank records are being reviewed once per month by Sharon Harris.

VII. Subcommittee Reports:

- 1) IT- Thomas Smith visited JAH HC to obtain an overview/update from the IT Director how the process of moving the network from 846 Asylum Ave. to 875 Asylum Ave. is going. Mr. Smith states the process is going smooth and the plan is well put together.

VIII. Adjournment:

- 1) A motion to adjourn was made by James Michel at 7:45pm, seconded by Melanie James, All in favor.