



JUMOKE ACADEMY CHARTER SCHOOLS

REGULAR BOARD MEETING AGENDA

In Person Session

“25 Years Strong...Keep on Keeping On.”

Tuesday, November 8, 2022- 6:05 - 7:51 pm

Meeting ID: 835 2596 5463

Passcode: RQsh8A

Board Members Present:

Myron Stewart, Community Representative Treasurer
Leticia Acosta, Teacher Representative
Janelle Lester, Community Representative
Damien Pittola, Community Representative
Thomas Smith, Community Representative Secretary
James Michel, Board Chair

Staff Present: Troy Monroe, Arnel Hines, Marie Gordon-Hall, Sharron Solomon-McCarthy, Joleen Fernandez, Heather Jacobi, Kashay Green, Latoya Johnson, Anthony DiGennaro, Linda Parson, Keith Fernandez, Mark Hopper, Ms. Whitter

Guests present: Soleil King and dad, Kemoya and mom, Andrew & mom.

I. OPENING

The Board of Directors meeting was called to order at 6:05 pm by Mr. Stewart

Welcome & Public Comments

There were no public comments
Mr. Stewart welcomed everyone to the meeting.

II. BOARD CHAIR COMMENTS

On behalf of the Board Chair Mr. Stewart thanked everyone for attending the board meeting.

III. EXECUTIVE DIRECTOR'S REPORT

Dr. Monroe welcomed everyone to the meeting stating that it's great to see everyone in-person.

PART A

October - Scholar of the Month Recognition

Soleil King, JA-TED

The presentation for the scholar of the month for Thelma Ellis Dickerson's Jumoke Academy Elementary was made by Dean DiGenarro who described Soleil as dedicated to her education, respectful and hard working. She has a positive attitude which made her a great selection for the scholar of month.

The Executive Director presented a gift bag to Soleil and congratulated her for her hard work.



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Andrew Davis, JAH-SMaRT

The presentation for scholar of the month for Jumoke Academy Honors SMaRT was made by Principal Green. She described Andrew as a humble scholar, who takes advantage of Algebra, and UCONN pilot program. He epitomizes a high achiever. The Executive Director encouraged Andrew to continue to work hard and gave him a gift bag for his achievement.

Kemoya Genas, JAH-HC

The presentation for the scholar of the month for Jumoke Academy Honors at the Hartford Conservatory was made by Principal Jacobi. She described Kemoya as having a positive disposition and participates meaningfully in all class activities. She is sweet, funny & creative, and a pleasure to have in class. Kamoya says it pays off that her teachers say she is doing well. The Executive Director encouraged Kemoya to continue to do well.

Mr. Stewart congratulated the scholars and invited the parents and scholars to stay for the remainder of the board meeting if they wish to do so.

PART B

District Updates

Dr. Troy A. Monroe, Executive Director

1. District Report

○ Appointment of JAH-HC Principal - Heather Jacobi

The Executive Director introduced Principal Jacobi to the Board of Directors. Communication was sent out to our school community informing everyone of Principal Jacobi's appointment. Mrs. Jacobi has been working with us as an Instructional Coach. Due to some abrupt changes at The Hartford Conservatory we needed to have leadership coverage. Mrs. Heather Jacobi and Mr. Michael Zeiner were assigned as co-leaders due to these changes. The principal's position was posted and Mrs. Jacobi applied for the position. Faculty and staff are comfortable with the change and believe in her ability. Early parental outreach has gone on well and this is her second full week as newly appointed principal. We are glad to have her. Principal Jacobi thanked the Executive Director for the opportunity & stated that she is pleased to be here in this capacity.

○ YASS Prize Update

YASS Prize is a foundation that believes in finding institutions with innovative ideas that are seeking sponsorship utilizing their core principles STOP: sustainable, transformational, outstanding and permissionless principles that will create opportunities for an institution to win \$1 million. Jumoke Academy applied under the leadership of our Academic Director Dr. Gordon-Hall. We became one of 64 quarterfinalists winning \$200,000, and now we are one of 32 semifinalists for the grand prize of \$1 million. Our goal is to invest in Human Resources by way of our Academic Assistants who are interested in furthering their education. Jumoke Academy will invest in our Academic Assistants and they will in turn commit to our institution and scholars as certified teachers after completing their degree and certification. We are in the process of gathering data to prepare for our three minute pitch.



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Mr. Stewart inquired as to what it is that Jumoke Academy is guaranteed as one of the final seven.

The Executive Director reported that we are guaranteed \$250,000 as the final seven in the competition.

Mr Stewart stated that the Board of Directors are proud of the Jumoke team.

Mr. Pittola asked if the three minute pitch is about how we will spend the \$1 million.

The Executive Director stated that the three minute pitch will focus on the initiative we will embark upon to show how we are disrupting education and making a difference utilizing the STOP principles.

Ms. Lester - echoed the sentiments of Mr. Stewart, she also stated that she is appreciative of the time and effort that has been put into the YASS Prize competition. She is available to assist if we need support in preparing. The Executive Director and Academic Director have been in webinar classes for training, while still working with the Administrative Leadership team in managing the district. Dr. Monroe will be locked away for a couple hours while in Miami practicing his pitch. He added that they are learning a lot about Venture Capitalists and how to access money and sources for funding. YASS is challenging us to be disruptive to education.

- **Monthly Minutes with Monroe**

Monthly Minutes with Monroe started on 10/27. Used as an electronic platform to share updates. We sometimes have guest speakers. The board is encouraged to attend. Each Academy is also encouraged to share with our parent community.

PART C

Curriculum & Instruction Updates Mrs. Latoya Johnson, Principal at TED

- **Academic Achievement Presentation**

The Executive Director stated that Principal Johnson will make a presentation on Academic achievement. Some time ago the Board Chair asked us to have each school investigate and present their findings on what we will do about the learning loss due to COVID-19.

Principal Johnson's presentation theme - encourage plus engage plus empowerment to create an environment for excellence.

How will we respond to learning loss due to COVID-19 - leveraging curriculum through targeted instruction. We will have a targeted and flexible plan centered around I-Ready & data teams. 45 minutes throughout the week daily and schoolwide and 30 minute time frame to support individual needs of scholars to help with individual growth.

IAB's - teachers have a bank of questions. Dean DiGennaro will work with teachers on this.

Data is analyzed weekly for teachers Pre K-4. We will have a weekly structure to help teachers in analyzing data and subsequently put in place intervention.

SEL- How we are developing Social Emotional Learning. We will continue to develop a strong social & emotional environment to work on scholars' behavior. This will include daily morning meetings and in class morning meetings used to work on developing scholars skills.

We also work directly with the Student Support Services Director, Social Worker and Behaviorist to aid with scholars social & emotional individual needs for extra support.



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PBIS - monthly PBIS celebration - scholars can use points earned through the kickboard system. Scholars can cash out points weekly which helps to promote culture.

Curriculum and Instruction - We have seen growth in academics with coaching provided by Mr. Zeiner in Math. TED is looking at how we can use Mr. Zeiner to help with additional support. Walkthroughs are scheduled monthly through developing a plan on what is working great and what can be improved and strategies that can be used to create a better learning atmosphere. Dr. Gordon-Hall shared a template with each school and that is being utilized.

Parent literacy & Math nights are also scheduled, these have been virtual for the past two years. We are currently moving to bring this event into the building. Parents are being given instruction on how they can support their scholar. Parents will be provided with resources that they can use to help support their scholars at home.

We are working on attracting new scholars through Spring and Fall enrollment fairs.

We have made gains across the district - we are in year 3 with coaching with Rensselaerville providing teachers with pacing guides for additional support.

Professional Development is also provided by Coaching staff twice monthly.

Chronic Absenteeism - Our corrective action plan will focus on attendance. We are part of the State initiative with other charter schools to ensure that our scholars are in school and on time.

We have a partnership with Hartford Public Library, Albany branch - story time is done monthly, we received a small grant for Pre-K which consists of volunteers who come to our school and tell stories in the classroom. We are working to expand this collaboration so that this is offered at multiple grade levels.

Supporting teachers - We have a coaching model collaboration facilitated by Dean DiGennaro and Rensselaerville. This is aligned to other feedback to support scholars and in so doing Minimize disruptions, provide teachers with the additional support they need, building moral and open lines of communication with school administration, we highlight a staff member who for example empower other staff. Through this program a different staff member is recognized every week.

Sunshine committee - provides monthly treats, bowling activities, thanksgiving potluck, dress down days, these are some other ways that we are building morale to minimize the high rate of teacher turnover.

Use of Professional Development to bring in experts to provide Professional Development that aligns with NAEYC and provide what the teachers need. We also have a book study time where teachers can reflect on a book and carry out pieces that are beneficial to be used in the classroom.

Mr. Pittola stated that it was a wonderful presentation and that it appears that much effort was put into the preparation. He then asked what is the mechanism that will prove it is working.



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Principal Johnson responded that having proper staff in place will help to propel these efforts.

How do you know it is working? What is the follow-up?

Principal Johnson stated that we may have additional follow-up with the board as time progresses.

Dr. Gordon-Hall stated that the data is constantly being reviewed and based on testing from Fall through to Spring we will be able to determine our progress.

Mr. Stewart stated that it will be a task, but the board appreciates the efforts to ensure our scholars are getting the proper education for their success.

Ms. Lester thanked Principal Johnson for her presentation. She then asked for clarification on the I-READY individual focus on 3rd grade and how we arrive at that grade.

Principal Johnson stated that 3rd grade is our testing grade. The focus is on moving across grade level. If a child is struggling outside the grade level then intervention is applied.

She also stated that with IME time - teachers pull together scholars who are having issues and provide additional instructions. We have a plan in place to support scholars as they are moved up tiers based on how much instruction is needed. Foundation is in place for scholars to help those with additional needs for support.

Dr. Gordon-Hall added that 3rd grade is when we identify any learning gaps before moving scholars up.

Ms. Lester asked, when parents literacy move to in-person, will we offer a virtual option as well? Principal Johnson stated that there may be a virtual option for parents who cannot attend in-person.

Ms. Lester recommends extending remote opportunities where needed. She added that the presentation was very thorough and she would like to provide support where needed.

The Executive Director added that the schools are taxed. These great plans will take some time and will not happen overnight.

Mr. Stewart agreed stating that he understands, as this is heard frequently, and the board is happy that we have a plan and will continue to explore these plans.

IV. CONSENT AGENDA

- i. Approval of October Minutes**
- ii. July, August & September Financial Statements**

Mr. Stewart asked for a motion to approve the consent agenda, Mr. Pittola motioned for the approval of the Consent Agenda and this was seconded by Mr. Smith, the vote carried unanimously.



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V. FINANCE DIRECTOR'S REPORT

Mr. Arnel Hines, Finance Director

i. April, May & June Financial Projections

The Finance Sub-committee met and reviewed all statements. The Finance Director shared information about April discrepancy and correction (teacher supplies and utility costs - \$143). The Board Chair recommended that the board vote to accept the modified report as presented. Mr. Stewart made a motion and this was seconded by Mr. Smith. The Board Chair asked if there were any questions. No questions were asked and the board voted unanimously.

May Financial statements

Draw down on title funds from April to May. Cumulative report is not a monthly snapshot. Activity is due to revenue received.

Expense side - activities - expenditures- salaries and grant fundings.

Revenue side - money received for SPED billing. The numbers show a surplus of 1.2 million but we will not end the year with that amount.

The Board Chair asked for a motion to accept the financial statements -

Mr. Stewart motioned for the acceptance and this was seconded by Mr. Pittola. Board chair asked if there were questions.

He then asked how much of a change between the original amount and whether or not we did do an accrual?

The Finance Director response - we did not have to do any accruals for May, but are currently working on June.

The motion to accept the financial statements carried unanimously.

The Finance Director stated that he will submit a June final report. We were aware that revenue exceeded expenses. We knew there would be some surplus, Final stands at \$232,000 through the financial report. Miscellaneous income and fund raising efforts such as the Gala are included. These are true numbers. We are booking that accrual for that line.

The Board Chair asked if the expenses are included in this accrual.

The Finance Director stated that we received the money from the district and had to accrue.

Rental income - what we get from the church that occupies SMaRT on the weekend.

Facilities acquisition - these were discussed in the Finance Committee meeting and includes the lot paving expenses and floor tiling at SMaRT. This will be added to the notes as it was not added prior.

The Board Chair - suggested that the Finance Director wait until after the audit is completed then the board will give consent on the June report.

The Board Chair asked when is the audit?

The Finance Director stated that it should begin within the next two weeks, no completion date has been shared with the department at this time.

The Board Chair asked when is the FY2022 due to the State?

The Finance Director stated that it is due December 31, 2022.

This would be the exact date the auditors are able to complete.

The Board Chair asked us to ensure that this is submitted no later than 12/31/2022.

The Board Chair determined that this should be tabled until the auditors have their numbers.



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ii. EFS Update

The Finance Director met with the State. We are currently working on the due date 2021-2022, which is due Thursday, November 10th and will be certified by The Executive Director a day early.

Based on discussion the Finance Director had with the State we may have some corrections. The Finance Director has been in contact with both State and auditors.

We will also inquire about the deadline for 2020-2021 correction. There is more learning and discussion about this.

iii. Mortgage Refinance Update

The Mortgage refinance is completed and is waiting for signature documents. A status update will be shared with the Finance Subcommittee.

iv. TED Lease Update

TED lease update has been signed for the next 10 years. There is an out clause, but the lease is signed for 10 years. We are not locked in for 10 years, every 5 years we can make changes if so desired.

V. Van Acquisition Update

The building of the vans has not begun. We may cancel the order with Mitchell Selig Ford. The Board Chair asked what other dealerships have we investigated?

The Finance Director stated that we went to other dealers such as Gengras and Hoffman but they were too expensive.

The Board Chair asked if we reached out to FORD directly to find out what was the delay?

The Finance Director stated that we received an automatic email response concerning the delay. He stated that he will reach out to get a FORD contact to get more information.

The Board Chair asked Mr. Stewart to check with his contacts as well.

The Board Chair will reach out to his contact to see if they can provide additional information.

VI. SUB COMMITTEE REPORTS

i. Building Renovation Project Update

Mr. Mark Hopper, Crosskey Architects

The Executive Director stated that the Building sub-committee had a follow-up meeting.

Mr. Mark Hopper is here to present to the board plans for the renovation at 325 Blue Hills Avenue.

Mr. Hopper shared the background on updates on the plans for renovation - the building engineers went out to the building. They measured the exterior of the building. Former owner provided building documentation.

Industry has difficulty finding people who can do the work and execute.

Comprehensive building code analysis has been completed - State adopted new building codes and handicapped codes. The good news is that these changes/new requirements will not affect our planning.



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Building is designated as a residential use, we will need to reclassify the building for business use. Through the reclassification process we found out we cannot use the 3rd floor without adding a second stair to the attic.

We have had a building sub-committee meeting. Consideration has been given to the relocation of proposed entry - move entry stair & handicap ramp. This will give a little more room to the rear so that we can add the handicap ramp to the back.

Moving the ramp away from the door provides open access. This moves the handicap ramp from the street. Green highlights are areas of new construction. We are not expanding the building at all. We are rebuilding the floor to eliminate the steps and raise the floor.

In our meeting with staff - the major interior work is to remove the fireplace and chimney through the second and 3rd floor up through the roof. We will insert a moveable partition to utilize meeting space on the 1st floor.

Second floor - new wall construction midway through the floor. We will remove the solid wall and create partitions. Proposed plans prior to comprehensive code evaluation. This is how we envisioned creating more space.

Budgetary standpoint - when we first put together a preliminary budget we were slightly above the grant. The possibility of expanding the attic to add a stair could become more costly. At the Building sub-committee meeting we were asked to look at the preliminary budget. We reached out to Downes Construction. They had put together a rough estimate. Mr. Hopper will follow up with The Executive Director, Finance Director and Facilities Supervisor.

Existing conditions are the same - extent of the size of the stair. We are impeding into two construction spaces. We may be able to create one from the edge of the stair to the parking lot. We looked at whether or not this will impede into a portion of the building configuration. We may need to replace an existing window with a door on the second floor.

The potential stair option has no visual effects from Blue Hills Avenue. This option creates extensive roof modification and we are curious as to how much that additional work will cost.

Mr. Hopper asked if anyone had questions.

Mr. Stewart asked if we have to have a third floor, and whether or not the 3rd floor needs to be handicapped accessible.

Mr. Hopper stated that we are only required to provide reasonable accommodation with access to the 2nd floor.

The Executive Director stated that with future availability of bond monies we will provide other construction where possible.

Mr. Smith asked what is the status of our discussion from the Sub-committee meeting regarding work on the roof and getting it done before the extreme winter starts.



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Mr. Hopper said he had a conversation with Downes Construction and they are doing some investigation.

He added that there is a lot of procurement with materials considering Ukraine & Saudi Arabia are cutting supply of oil, which has affected roofing material. We are trying to get updated marketing material.

Mr. Hopper is working on getting the board sub-committee more information.

VII. EXECUTIVE SESSION

- i. N/A

VIII. ITEMS FOR FUTURE AGENDA

- i. Curriculum and Instruction Update
- ii. Principal Academic Achievement Presentations
- iii. Social and Emotional Learning(SEL)

IX. ADJOURNMENT

The Board Chair requested a motion for adjournment of the meeting. Mr. Pittola moved for the adjournment of the meeting and this was seconded by Mr. Smith and Mrs. Acosta, the motion was carried unanimously at 7:51 pm.