

***Harambee Institute of Science and Technology
Charter School
Board of Directors Meeting Minutes
Term 2017-2018***

The meeting of the Board of Trustees of Harambee Charter School was held on Wednesday, May 16, 2018 in the conference room at 638 N. 66th Street, Philadelphia, Pennsylvania 19151. The meeting was called to order at 6:18 p.m. Roll call was taken by board member Maurice Baynard.

Directors Present:

Larry Bell
Maurice Baynard
Charis Jackson
Lakiesha Creighton
Joseph Foster
Wade Mosely
Marirose Roach
Mama Renee Whitby
Joe Foster

Directors Not Present:

Crystal Dundas
Donna Holmes-Lockett

Others Present:

Gregory Shannon
Dr. Kimberly Harris (Video)
Michelle Thornton
Dr. Joel Rodriquez

Harambee CAO/ Principal
Harambee Interim CEO
Harambee CFO/Interim recorder
Harambee Technology Director

Closed Session:

Issues with Kuzaliwa: Suggestions from Mama Renee

Open Meeting:

Minutes

Minutes were approved. All were in favor, no oppositions.

VOTING: Approval of April 2018 Minutes

Wade Mosley– motioned to accept the April meeting minutes. The motion was second by board member Larry Bell.

AYE: 9

NAY: 0

ABSENTIONS: 0

ABSENT: 2

HPA report – Charis Jackson, Lakiesha Creighton

Graduation shirts for seniors; Vendors for the Street festival to be determined by this week. A preference of a donation of items was indicated rather than cash. The Event is June 1st. Time: 9am-3pm. Minimum amount of hours for volunteers is 2 hours. A wish list will be sent to Dr Maurice by Friday.

CEO Report – Dr. Kimberly Harris

Conversations concerning Non-renewals: professionally managed.

Mama Kim and Dr Maurice visited some schools in New England that were modeled excellence.

Mission and Vision
High Levels of Board Commitment
Student Ownership of the School's Vision

Dr Joel and Dr. Gold partnerships with Drexel to increase "Design Thinking Problems". Dr Gold will train the staff.

Vision for the organization: Dr Kim and Dr Maurice. Dr Kim is asking for a Leadership retreat to develop a effective team. She is proposing the retreat to occur sometime in August 2018 in Florida.

HSA Audit: Difficulty warehousing and handling data. Our audit had no finding. We have 2 documents that needed to be complete. Internally we have a need for improvement. We need a sustainability plan in order to renew the grant.

2 Policy Items needed to be voted on this evening.

Principal Updates/ Report – Baba Gregory Shannon

Copies of the Informal Observations distributed for Board Review.

A review of domain 3: Charlotte Danielson's model is being utilized.

Formal observations will be included on June 8th.

All of observations are forwarded to HR.

Concluding the Assessment Season:

Re-organization on Friday 18th. We are moving to a heterogeneous classroom. A mixture of reading and math levels in every class. 3 Sets of eyes on the reorganization process. A new schedule will be completed. Each teacher must have their trips planned for next year. Scope and Sequence aligned with the Benchmark assessments. 4 Demonstrations classrooms model lessons on the Journey Language Arts Curriculum. Time frame: May 21st-June 8th.

Mama Goldie added to each classroom schedule. Vertical articulation with planning for K-2; 3-5 and 6-8 grades.

4 Signatures Events:

Celebration of Excellence;

Keeper of the Culture

Rookie of the Year

Support Staff

Also considered:

Parent Summitt

Men's Summit-

Discussion:

Questions concerning Recess Policy:

32* degrees or less was an inside recess policy.

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Recess is attached to lunch;

Boys and Girls switch during the recess process.

Baba Shannon will review the Policy.

The corrective action should only be imposed on those students who are misbehaving.

Technology Report – Joel Rodriguez

Apple Computing; Purchasing of 50 desktop computers in the next 30 days. Transitions from Windows to Apple. Student Information system (**Infinite Campus**) is changing for next year.

Environmental changes along with technology changes. Email addresses for the Board Members.

E-Commerce to collect Donations:

Financial Report – Michelle Thornton

Revenue: 541 students (budgeted 552). Reconciliation with our Special Education students. A rent reimbursement from Sovereign Bank was never signed. \$65,000 from Santander.

Regulation Changes: Per pupil calculations. Charter will calculate their own 363's. Calculations based prior year's budgeted numbers. No more mid-year adjustments.

E-rate Adjustments: \$85,000 from 2005. We made a payment with the Treasury Department. \$3,000/month. A suggestion to pay the entire amount.

A PECO meter in the kitchen area will convert to the school account. Finalized in the next 30 days.

RFP for our Health Insurance Vendors: Selection Process-Leonard Cherry and Lamb Financial made the final selection. Suggestions a small group of the board will ask for Broker fees to make the decision.

Leadership Team Retreat Proposal: 13 people out of state. Professional Development Budget: August 1st week Florida: Leadership Team; 2 Board Members; CIO; CFO; CEO; \$29,000 is the cost

Joe Foster– motioned to accept the Proposal. The motion was second by board member Wade Mosley.

AYE: 6 NAY: 0 ABSENTIONS: 1 ABSENT: 2

Discussion:

Board Template: to complete the Board section.

Board Members: We need new board members:

New Business:

Review of the CFO's Contract - HR component in a week.

Board Members and Board Committees for 2018-19:

Next Board Meeting:

a)Board Retreat

b)Parent and Personnel Policies:

Public Concerns: None

Adjourned: 8:22pm

Next meeting June 20, 2018