

***Harambee Institute of Science and Technology  
Charter School  
Board of Directors Meeting Minutes  
Term 2016-2017***

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The meeting of the Board of Trustees of Harambee Charter School was held on Wednesday, July 19, 2017 in the conference room at 638 N. 66<sup>th</sup> Street, Philadelphia, Pennsylvania 19151. The meeting was called to order at 6:57 p.m. Roll call was taken by President Joe Foster.

**Directors Present:**

Joseph Foster  
Charis Jackson  
Larry Bell  
Renee Whitby – by phone  
Maurice Baynard  
Lakiesha Creighton  
Crystal Dundas  
Marirose Roach – by phone

**Directors Not Present:**

Nina Brevard

**Others Present:**

Sandra Dungee Glenn	Harambee CEO
Kevin White	Harambee Operations Manager
Michelle Thornton	Harambee CFO/Interim recorder

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**Closed Session:** Personnel matter; Special Education case.

**Reading of the Board Minutes: 06/21/17 Meeting**

**Motion – Accept 06/21/17 Board Minutes**

VOTING: AYE: 8 NAY: 0 ABSTENTIONS: 0 ABSENT: 1

Larry Bell – motion to approve minutes sent to board members by email; Crystal - 2<sup>nd</sup> the motion.

**HPA Report - Charis Jackson:**

Recessed until August 1, 2017

**CEO Report – Sandra Dungee Glenn:**

List of tasks and projects to be completed to be prepared for the new school year  
Presented proposal from Science 2 The Max – After School vendor presentation.  
Enrollment Update – currently 544, target is 563.  
Discussed list of projects to close school year, and get ready for new year.  
Complete PSSA Data

## **Operations Report – Kevin White**

### **Updates:**

- Trailers – preparing for capital improvements project
- Summer Refresh projects
- Discussion on why increase in minor infractions

## **Financial Report**

### **Discussed proposed Contracts including:**

- Momentum – 403B – Plan script
- Copier Lease - \$1.4k; \$15k annual savings
- Floor Buffer Lease - \$6.5k; 9.5% interest; \$209/mo. For 36 payments

## **HR**

Update on new hires and staff exits; teacher certification status

## **New Business/Old Meeting**

Update on recruiting new board members.

## **Board Report:**

President Joe Foster will convene development team.

## **Action Items:**

### **VOTING: Science 2 The Max**

Crystal – motion to accept the proposal for S2TM After School contract not to exceed \$230k; - Joe 2<sup>nd</sup> the motion.

AYE: 8 NAY: 0 ABSTENTIONS: 0 ABSENT: 1

### **VOTING: Special Education Settlement**

Larry Bell – settlement; - Crystal 2<sup>nd</sup> the motion.

AYE: 8 NAY: 0 ABSTENTIONS: 0 ABSENT: 1

### **VOTING: Curriculum**

Crystal – curriculum; - Larry 2<sup>nd</sup> the motion.

AYE: 8 NAY: 0 ABSTENTIONS: 0 ABSENT: 1

### **VOTING: Dr. Kimberly Harris**

Crystal – retain Dr. Harris as Interim CEO \$90k; - Larry 2<sup>nd</sup> the motion.

AYE: 8 NAY: 0 ABSTENTIONS: 0 ABSENT: 1

### **VOTING: Louis Mason**

Crystal – retain Mr. Louis Mason as Interim Principal \$100k; - Larry 2<sup>nd</sup> the motion.

AYE: 8 NAY: 0 ABSTENTIONS: 0 ABSENT: 1

## **Public Concerns**

**Adjourned: 9:18pm**

**Next meeting August 16, 2017**