

***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, November 15, 2017 in the conference room at 638 N. 66th Street, Philadelphia, Pennsylvania 19151. The meeting was called to order at 6:46 p.m. Roll call was taken by Co-Chair, Dr. Maurice Baynard.

Directors Present:

Larry Bell
Renee Whitby
Marirose Roach
Maurice Baynard
Charis Jackson
Lakiesha Creighton
Donna
Wade Mosely – 215-808-4249

Directors Not Present:

Joseph Foster
Crystal Dundas

Others Present:

Louis Mason
Dr. Kimberly Harris
Michelle Thornton

Harambee Interim CAO
Harambee Interim CEO
Harambee CFO/Interim recorder

Closed Session:

None

Introduction of new IT representative – Joel Rodriguez

- Urban Technology Program – Apprentice (3) Staff members to provide tech support and afterschool STEM programming, including LEGO robotics.

CAO

- Teacher Schedules – Reviewed teacher’s schedules and discovered opportunity for more instructional time through adjustments with prep time. Opened up 18 more instructional periods in a day.

Professional Development –

- Dec. 15th w/ Julia Snyder for Eureka Math
- Great Pd Day – Nov 3rd – Star 360 – good program; helps group students and uncover weakness/strength; interim and benchmark testing
- Mandated Reporter Training – held on Oct. 20th
- Dress Code Training
- SPED PD – How to grade students

- Clef Club – started lessons/(15-20) students
- Houghton Mifflin PD on Journey’s curriculum; training and alignment for grades 3-5

Calendar Adjustments – giving back 8 days; reduced PD from 2 days to 1 day per month

CEO Report – Dr. Kimberly Harris

Curriculum – Reviewed and approved proposal for Houghton Mifflin proposal for Journey’s RELA curriculum.

Food Services – accepted resignation of Baba Donald Redman

Wellness Policy – continue to work and refine policy, and will bring to board for any recommendations.

Security – Looking at system to ensure its updated

Air Quality Tested – found mold in the trailers; working with vendor for remediation; planning communication to parents.

Enrollment - 563

Professional Development – Update on overview from professional development team; will be ready to make a recommendation by next month

IT – Technical Support – Added to the team; Partnership w/Drexel; Ticketing System; Website upgrades; Technology in the classroom – internal mini-grants; HASA – Offering robotics, LEGO building; engineering;

Finance/HR – working together to ensure systems and structures are in place; HR – building out staffing to ensure we have the right group of individuals.

Reconsider student uniform policy – include cold weather items – additional research is being done to review the policy.

Blackout Days - reviewing policy to include PD days.

Minutes

VOTING: October 18, 2017 Minutes

Larry Bell – motion to accept the Oct. 18th, 2017 board meeting minutes. 2nd – Maurice Baynard

AYE: 8 NAY: 0 ABSTENTIONS: 0 ABSENT: 2

HPA

Purchased water fountain/bottle filter system - \$900 install fee

Strongly supporting Umoga Kuramu/Unity Feast from Nov. 17th from 11am – 3pm.

Book Fair – setup today.

Financial Report

Updates

Enrollment

Capital Improvements

Audit

Bond Compliance

HR

Staffing Updates

Board Report: none

Action Items: none

Public Concerns: none

Adjourned: 8:22pm

Next meeting December 20, 2017