

HARAMBEE INSTITUTE of SCIENCE & TECHNOLOGY CHARTER SCHOOL

Board of Trustees Public Meeting

Wednesday, November 28, 2018

6:00 p.m-8:00 p.m.

John Skief Hall

Open meeting

Called to order: 6:01 pm

Board Members Present: Maurice Baynard; Renee Whitby; Donna Holmes-Lockett; Charis Jackson; LaKiesha Creighton; C. Wade Mosely; Larry Bell; Joe Foster, Jr.; Marirose Roach; Crystal Dundas (phone)

Other Persons Attending: Michelle Thornton, Gregory Shannon, Dr. Kimberly Harris, CEO

Approval of the Minutes:

July 2018: Motion: Wade, 2nd Larry

October 2018: Motion Larry, 2nd Wade

HPA: Cherrydale fundraiser: 20 students participated. This was our largest fundraiser. The items were costly. The enrollment period was 1 month.
October 1st to 22nd.

Umoja Karamu: 19th Police District a dozen participated. Activity day a month ago set the stage for their performance. A letter sent to the captain. 19th District invited our students to an activity.

Book affair: 8 am-1 pm: Encouraging literacy among our students. Monday was the beginning day. **Question:** Do we measure the number of books that are sold? The books are tracked.

CEO Report:

CEO and the Board President talk once a month. CEO will highlight the events for the prior meeting.

Operational Highlights: 524 students: The goal is 545 students. Overcrowding will compromise the quality of education. We are attempting to the maximize our current space.

Vendors: Fundraising is currently underway. Harambee participated in Giving Tuesday. We are also applying for government grants in December. The marketing for Giving Tuesday will continue.

The policies manual re-write is also underway.

CRDC (Civil Rights Data Collection):

Event Planning and Parent University (Claudia Averette). Parent Engagement across the school communication. She is also helping with all major events. Getting on the Bus Tour (College Event Tour)

Question: "How to assess the productivity of our Vendors?" The next month will help us with review of that production. The members of the Finance Committee should review the fundraising programs.

Calendar: The information that will be arriving.

ESSA (Every Student Succeeds Act): The is an educational classification from the PDE.

Harambee is a CSI (Comprehensive Support Improvement) School. Harambee will receive additional services technical support for our underperforming students.

PSEL: Professional Standards for Educational Leaders: Dr. Kim and Baba Shannon will going through the leadership self-assessment (*360). The text is calling the "Building the Ranks". The national guidelines for educational leadership. Question: Is there a Board Assessment for PSEL?

Committee Forming:

School Improvement:

Comprehensive Team:

Jua (sunshine Committee): Dr. Kim and Mama Fante will operate this program. This team will work with the present educational cultural team. Question: How does the school presently define African-centered Education? The Board participation is duly noted.

Drexel will be donating hardware as they replaced their computers.

HASA: The cost to operate is \$200,000 to continue the program. The Board must consider alternatives to our present federal funding.

Principals Report:

Baba Shannon (4-8) and Mama Andrea (K-3) and the Elevated Achievement Group are assisting our educational staff. Grade Groups are focused on the border of success. The instructional pathway to supports those students. Question: "How long are the Grade group meetings? Once per week 52 minutes long. We are attempting to avoid Mid-course corrections.

We are examining the formative assessments. Benchmarks data was given this week. The benchmarks will reveal the success of the Grade Group Meeting.

The team will determine the needs of our facilitators when delivering the information to our students.

Question: "How is the EAG Team assisting our teachers?" They have been well received by the teachers. The teacher development is from Dec 3rd-7th. December 14th will be working with Science and Social teachers to integrate the Literacy standards collaboratively.

Question: What are big Goals for student performance?: Growth of 10% for all the categories from Below Basic to Advance.

CFO Report:

2018-19 Audit from December 5-7th. The January meeting will be the auditor's presentation.

Question: "A 5-year balloon payment for our loan.

E-rate: The debt has been paid. We have applied for our E-rate for this year.

PSERS: A minor payment of \$3,000. A reconciliation payment of retired and teachers that had left the organization. This has caused the organization to be reflective about our practices.

Question: "What is the present cash on hand" 39 days

Credit Card: Quarterly basis D.r Kim will present her purchasing receipts to the Finance Committee. Limit the reimbursements to the Technology Department. 3 Credit Cards are available to the organization.

Question: Are the purchasing tax exemption available for personal purchases?

Logo Design:

PA Leadership Charter School: Marirose and Donna will report.

Blended Program: Cyber Charter with an Arts Program. The Team met with the CEO, CIO and Marketing Director. A suggest relationship with the Cyber School. The students could take Online classes at Harambee.

Larry, Joe; Wade; Donna and Marirose will be the Ad-Hoc Committee. They are offering teacher training for our staff. They donate laptops to our students.

Question: What are their grades? K-12. What is the performance of their students? They are a leading cyber charter school in Pa. They have a STEM camp in the summertime.

Our president will send the scope of work for the Committee via email.

Board Recruitment: Marirose will resend the documents tonight.

Board Application; Board Service Agreement; Board Recruitment Process;

Mission and Vision Statements for Harambee: January Board Meeting the task would be completed. The review of the Mission and Vision Statement from the summer Leadership Retreat.

Logo:

3 has a consensus.

We suggested student input (#1 and #3) in reference to the Logo design.

Question: Do they offer the trademark process?

Question: What was the reason for eliminating the “Siku ya kuzaliwa” celebration? We want to the recoup the time for student performance. Mama Renee will shadow Mama Fante on Friday.

Larry asked for a report from the summer Leadership Retreat.

Adjournment: Wade; 2nd Larry
Meeting end: 8:00 pm