



## Board of Trustees

Minutes - Oct. 9th, 2013

- Members in attendance
  - ❖ Raymond Bell, President
  - ❖ Monique Griffin, Secretary & Parent Rep
  - ❖ Bahati Benjamin, Parent Rep
  - ❖ Richard Alleyne, Board member
  - ❖ Cyril Burke, Board member
  - ❖ Melanie James, Board member
  - ❖ Chandra Karhu, Teacher Rep.
- Other members in attendance:
  - ❖ Anette Hollis, COO
  - ❖ Leanne Masterjoseph, CAO
  - ❖ Kimberley Peck, HR
  - ❖ Andrea Comer, CDO
  - ❖ Troy Monroe, Academic Director
  - ❖ Heidi Hamilton, Policy
  - ❖ Carol Beebe-Mestel, CFO
  - ❖ Maureen Damaschi, Finance manager
  - ❖ Michele Sharpe, Executive Assistant to CEO
  - ❖ Michael Sharpe, CEO
  - ❖ Joseph Dickerson, Executive Director, Fellow

### Handouts:

- Agenda
- Financial report
- CIA report

- Public comments- None

- Meeting:

- ❖ Mr. Bell calls the meeting to order.

- Review of previous board meetings

- Last meeting the notes should reflect that the resolution between FUSE and Jumoke was brought to the table.
- 3rd page "Pulling Fuse out of the mix" should read "Distinguishing FUSE from Jumoke Academy"
- 2nd page at the very top should clarify what the Discussion of the creation of new grades mean.
  - unclear about 2 new 4th grades and 2 new 8th grades Creating 1 new pre k, 1 new K, 1 new 4th Grow out of JA schools, 4 - 8th Grades, 4- 7th grades, 4- 6th grades, all grades underneath that will be 3 classes.

- President calls for a motion to change the minutes. Secretary motioned, 2nd from Parent representatives. Motion passed. Meeting minutes have been accepted
- **Executive Director Fellow Report**- Status of JA schools
  - In Sept. had an event "Do it Day" with Trinity college. 40 people that came to all 3 campuses. Will be coming back and doing master classes at JAH-HC (Acapella)
  - Fish Fry and car wash raised \$2000.
  - A thank you to Troy Monroe for the professional development plans. It was obvious that a lot of work went into the planning. Many of the teachers were leading their own professional development.
  - All Jumoke Academy schools have gotten off to a positive start
- Department updates should have been on the board meeting agenda
- **CEO**- 875 Asylum Avenue update. We are now the owners of that property. Largest acquisition we have ever done. Came together thanks to CFO and Bank of America. Growth has taken in a lot of real-estate. Still own Scarborough Street, 3 buildings on Asylum, 875 Asylum, and 339 Blue Hills. Increased a lot of our maintenance, up keep, facilities. Based on board for authorization we have purchased 875.
- **FUSE update (CEO)** - distinguish the difference between FUSE and JA. FUSE is an independent corporation from Jumoke Academy. CEO, CFO and business manager used to be a part of Jumoke Academy.
  - JA operates under the Executive Director Fellow, has its own board and staff.
  - FUSE keeps a team (CIA) provide support to all of the schools around curriculum instruction, assessment all over the state. FUSE is a separate organization.
  - MOU which shows the legal relationship between the two entities.
  - Parents have questions about accountability for the financial piece. The back part of the finance is FUSE. The financial staff still works with the Jumoke Academy piece.
  - A financial issue will go to CFO and finance manager, Maureen Damaschi.
- Parents are concerned that it feels like a corporate instead of the family atmosphere.
  - Executive Director Fellow is bringing back that family atmosphere that was there before FUSE was established. He is establishing himself as the "go to" person. Ensuring that communication is going out effectively to parents.
- Board changes based on conversations going back a year. Existing Jumoke Academy board members that would like to transition over to the FUSE Board meeting.
  - Transitioning to the FUSE board is Attorney Richard Alleyne, Chandra Karhu (served on the Jumoke board for many years)
  - Transitioning to Jumoke board- Melanie James, Teacher Representative

- Father Burke is remaining one of the founding board members.

Jumoke Board now consists of the following:

- Raymond Bell, President
- Monique Griffin, Secretary & Parent Representative
- Melanie James, Treasurer
- Father Burke, Community Representative
- James Michel, Community Representative
- Bahati Lett Benjamin, Parent Representative

FUSE Board now consists of the following:

- Chandra Karhu, Acting President & Teacher Representative
- Barbara Thornton, Secretary
- Jeff Digel, Community Representative
- Jean Lafayette, Community Representative
- Richard Alleyne, Community Representative

- **CFO-** Financial report HANDOUT

- Introduction of Maureen Damaschi- Business Manager becomes the Jumoke Academy point person for financials
- Right hand corner is adjustment boxes (10 total)

1. Had to reduce the line item by 89 thousand
  - a. lost 2 senior teachers which contributed to the gap
2. Academic assistant increase in 14 thousand.
  - a. AA went from .5 to a full time at JAH HC
3. support services increased 3863 per hour rate changes and technology assistant
  - a. New nurse is doing great
4. Aftercare increased by 10500 influxes of students from PreK and k.
  - a. Extended day aftercare at least 50% (sliding scale exists to assist parents that cannot afford the program)
5. Increased by \$4183 annual increase
6. Increased by 18000 to cover up to 10 hr/wk of tier II intervention services.
7. Reduced by 36 K due to Sept closing- Bank of America mortgage \$1383000, + term loan \$857000 = 2240, 0 Bank of America rate - Libor + 3.25% loan term - 4 yrs/ 20 year amortization asylum avenue llc promissory note = \$1251631.83 rate = .50 + Bank of America rate term= 5 years/ 25 year. amortization total loans = \$3491613.83
  - a. 3 loans for 875. (2 loans with Bank of America 2 million 240) (1 loan, 1 million 251)

Approved budget 2013-2013 (216,000)

Proposed budget projection (9/10/13) (180,000)

8. Reduced by \$21,000 actual 10/1/13 enrollment of 675 students
  - a. including AF 703 students
  - b. Last year was 575 students
  
9. Reduced by \$77,937 actual funding \$199,632 (Title 1)
  
10. Decreased by \$1,945- actual funding \$30,099 (Title 2)
  - o Projected deficit of \$16,000
  
- **Department updates (CIA- Curriculum Instruction and Assessment)** HANDOUT
  - o 5 components
  
1. Updated structure of the academic department with Jumoke Academy Schools
  - a. Specific to Jumoke Academy schools
  - b. Added a coordinator of professional development & instruction
  - c. Assistant director of scholar support services
  
2. District improvement plans & connections to state/local assessment results
  - a. Academic director- working very hard on setting an instructional agenda. Realized that JA needed a district improvement plan. 2 goals- support instructional mission, but in line with the common core.
  - b. Theory of action- if we do certain things they will impact our scholars
  - c. Each school is working on a school improvement plan based off of the CIA model.
  - d. Indicators of success- how do you follow the student's success? Don't have an official program of following our student's success.
  
3. Professional development summary for Fall 2013
  - a. What we're doing with our instruction. What discussion do we need to have to improve, etc?
  - b. Attribute success to combination of strength of instructional piece that adheres to the curriculum and careful steps to expose scholars to test like experiences. Strong instructional curriculum.
  - c. Common core curriculum will be uploaded to the website so parents are able to view the curriculum. CT Mastery Tests this year is the last year that the state of Ct will participate. Smarter balance assessments will be moved in this year so we can learn as much as we can as early as we can. The only CMT that students must take this spring is Science. The smarter balance is not yet ready to unroll the science component. Important transition because we are looking at the CMTs not the smarter balance.
  - d. Parent concerns about the results in common core in New York. Every district will have concerns.
  - e. Tests will be driven by technology rather than paper based, computer based. There are still basic skills that scholars will need to have.
  - f. Principals form each school about their thinking about responding to the different data assessment.

- g. Professional development- district goals aligned with PDs. Summary reports of the PDs. Conscience effort to get feedback to improve on PDs etc.
- 4. Engaging with Parents around the common core- Nov. 4, 2013 event
  - a. Help parents better understand what the changes look like so they can more effectively be helped. A workshop for parents that will give them an opportunity what a common core classroom looks like, feels like. Planning to have it at JAH-SMaRT. Fliers will be going out. Divide the experience for children in the lower grades and children in the middle school. Closing the gap with parents so they understand what the common core is
- 5. Anticipation of Grant announcement
  - a. A very significant grant. Announcements will be coming by the end of October and we will know the status.
- **MOU fiduciary amendment** - document that governs the relationship between Jumoke and FUSE.
  - 3 paragraphs cover the fiduciary MOU of understanding.
  - Management services- summaries what Jumoke is paying for. Defines the difference services
  - Management fee- set fee that started in 2012.

Motion to accept the resolution

Father Burke- motioned

Karhu second

Unanimous vote

- **Department updates**
  - Operations- Enrollment was reached for 2013 at 675 students includes the additions
    - 28 graduated students that have moved onto Achievement First High School.
    - Total of 703 Students
- **Development**- Largely focusing on raising revenue and support for individual schools. Number of foundations that we are filing reports with for the expansion.
  - Booker T. Washington academy
  - Expand the number of foundations we have relationships with.
    - Shum fund, etc.
  - Possible school in Baton Rouge
  - Last year FUSE gave \$310,000 to Jumoke Academy as monies that were raised and instrumental in opening up JAH-HC.

- **Human Resources**- hiring and vacancies. 24 new employees
  - TED
    - 10 new employees
  - JAH-SMaRT
    - 6 new employees
  - JAH-HC
    - 8 new employees
    - 1-professional development manager  
  - 3 unexpected vacancies have been filled
  - 2 teachers at TED, 1 dean at JAH-HC
  - New hires will be invited to the next board meeting
  - NO vacancies at Jumoke Academy Charter Schools :)
  - Average teacher stays around for 2.5 years, we've been averaging 5 years.
  - Bringing on appli-track which is online recruitment software. Manage recruitment and tracking.

Adjourned 7:45pm