Essie Mae Kiser Foxx Charter School

Board Meeting Minutes

September 16, 2019

Members Present: James Davis, Syed Ahmad, Ruby Steele, Kenneth Muhammad, El., Tina Wallace.

Others Present – James Fisher, Principle

The Meeting was called to order at 6:00pm by Chairperson, Tina Wallace.

Conflict of Interest - No current conflict of interest stated.

Minutes from the previous meeting were read by Tina Wallace in the absence of Latisha Feamster/Administrative Assistant. James Davis moved to accept the minutes as read, the motion was seconded by Kenneth Muhammad, and the motion carried.

PTCO - No Report

Old Business –

* The Board Members were reminded of the $400.00 Member Contribution to be paid within the 2019-2020 School year.
* Charter School Capital Update - James Davis reported that there are documents that need to be submitted to include the Board By-laws and 2 months of rent receipts and an explanation of the new agreement. He agreed to follow-up to provide information. Tentative closing by the end of the month
* Food/Nutrition Program - No update
* EMO Separation – Tina Wallace reported SBE sent the final letter of approval of the termination of the EMO contract on Sept. 5, 2019.
* ADP Status – James Davis reported that the agreement is in the Underwriting Dept. The concern is that we do not have financial records for the previous year. He informed the Board that a financial report is need to reflect that the organization is fiscally able to handle the financial agreement. Efforts to get this information from TASC will continue.
* Tina Wallace reported that the Grant for the Foundations of the Carolinas was submitted on 9/12/19
* Daimler Grant - Tina Wallace reported that this contribution/grant in the amount of $2,500.00 was received Sept. 1, 2019. The Board sent a Thank you letter to Daimler.
* Psychological Services Contract - Tina Wallace reported that 3 providers were contacted for quotes, Winsett, Willis-Page, S&H Adult & Youth Services. Recommended Carol Winsett – Provided written quote for review. James Fisher provided outline of services and support for EC Dept. Ruby Steele moved to proceed with Carol Winsett for Psychological Services, James Davis seconded, The motion carried.
* CCIP Application - Tina Wallace reported that the application is in draft and will be completed and submitted by mid next week.

Principal’s Report - James Fisher provided a report regarding –

* The School Improvement Plan/Analysis of Test Scores – He requested the support of the Board to develop a plan to strategically change the level of progress in academic achievement and performance. Tools need are textbooks, Benchmark assessments (dibels)
* Current Enrollment is 123. A new Student will be enrolled tomorrow.
* 3 Students have withdrawn since the start of school.
* Daily average of attendance is 110.
* 9 vacant seats in Kindergarten and 9 in 5th grade.
* Reports that there are no extreme behaviors at this time. Mr. Alford records and tracks behavioral incidents.
* Teacher/Staff - progress is slow in changing the culture. Greatest challenge is Teachers who are licensed but unprepared to teach. Fisher reports concerns with performance of 3 staff and has started formal observations for accountability. Reports that Kristen Decarlo, 2nd Grade teacher has submitted a resignation for 9/30/19.
* 1 applicant for 2nd grade – Jerdean Knox (previous 3rd grade teacher). He will make a recommendation for hire. Plan is to move her to 3rd grade and Campbell-Bey to 2nd grade.
* Employee Physical Contact Policy was presented – detailed zero tolerance for physical contact with students. Kenneth Muhammad moved to approve the policy, James Davis seconded. Motion was carried.

Financial Report - Ruby Steele provided a financial report. Discussed budget cuts and revisions. Report was received as information.

New Business –

* CSAB Update - Request to present on Oct. 7, 8, 2019. Discussed previous meeting and concern regarding Board’s ability to effectively manage. Discussed recommendation to meet with Darius Little/Little’s Executive Business Consulting Services to assist with enhancing the business infrastructure to reflect prudence. The Board expressed concern regarding the previous meeting and what appears to be inconsistency with CSAB and previous recommendations to terminate the EMO contract based on negligent business practices. The Board agreed to meet with Mr. Little as there seems to be limited options to gain support within what appears to be a bureaucratic whirlwind that has resulted from the Board's effort to act in the best interest of the organization by ending the EMO Agreement.
* Partnership with PLDG for ELISS Grant - Tina Wallace provided information from PLDG regarding their willingness to partner with EMKF as one of the Elementary Schools for the ELISS Grant. Detained information was provided and reviewed. Kenneth Muhammad recused from voting as he is affiliated with PLDG. James Davis moved to accept the agreement with PLDG to partner for the ELISS grant, Syed Ahmad seconded The motion carried.
* Announcement - Meet the Principal is scheduled for September 24, 2019 at EastSquare ArtWorks.
* The Board Chair called for a motion to adjourn. Kenneth Muhammad moved to adjourn and James Davis seconded. The meeting was adjourned at 7:00pm