

# EL-HAJJ MALIK EL-SHABAZZ PUBLIC SCHOOL ACADEMY

## BOARD MEETING MINUTES

**DATE:** November 1, 2016  
**TIME:** 5:30 p.m.  
**PLACE:** 1028 W. Barnes Road, Lansing, MI 48910

MEETING TYPE  Regular     Special     Proposed     Approved

### ROLL CALL

Ms. Cordree McConnell, President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Darryl Pettway, Vice President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Dr. Willie Davis, Jr., Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ms. Lural Baltimore, Treasurer	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Mr. Carnell Walker, Member	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Ms. Leola Taylor, Member	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Mr. Brian Jackson, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Others: Ms. Angela Rodriguez (Shabazz), Ms. Julie Powers, Mr. Charles Moore (Accountant).

### CALL TO ORDER

Ms. McConnell called the meeting to order at 5:40 PM.

### APPROVAL OF AGENDA

Mr. Pettway moved for approval of the agenda with omissions:

- Strike CMU Representative
- Strike Facility Report
- Strike Parent \Teacher\Student Liaison Report
- Strike Attorney Report

The motion was seconded by Mr. Jackson.

The motion passed, 4-0.

### APPROVAL OF MINUTES

Mr. Jackson moved to approve the minutes of October 24, 2016 as presented.

The motion was seconded by Mr. Pettway.

The motion passed, 4-0.

### PUBLIC COMMENT - None

### OLD BUSINESS

- Charter Amendment
  - Charter Amendment #7 – Methods of Pupils Assessment was reviewed\discussed.

Mr. Jackson moved to approve the Contract Amendment #7 subject to review\approval by counsel (Mr. McWilliams).

The motion was seconded by Dr. Davis.

The motion passed, 4-0.

- School Calendar
  - Calendar dates February 10<sup>th</sup> & June 13<sup>th</sup> was changed from partial day to full day as approved by Ingham Intermediate School District.

Mr. Jackson moved to amend the 2016-17 school calendar to allow for full school day on February 10<sup>th</sup> and June 13<sup>th</sup>.

The motion was seconded by Mr. Pettway.

The motion passed, 4-0.

- Approval of Teacher hires
  - Katherine Pretzel –

Mr. Jackson moved to approve the hire of Katherine Pretzel for full-time teacher.

The motion was seconded by Mr. Pettway.

Discussion:

- Currently employed as substitute teacher effective September 10, 2016. Will remain in same classroom upon full-time hiring with prorated pay.
- Background Check is pending
- PCMI referred employee to Shabazz
- Suggested that employee employment be contingent on background check result
- Teacher longevity and stability is concern.

Mr. Jackson withdrew motion for hire of Katherine Pretzel.

The motion was seconded by Mr. Pettway.

The motion passed, 4-0.

Mr. Jackson moved to approve the hire of Katherine Pretzel for hire contingent on results of background check at salary of \$33,289.60.

The motion was seconded by Mr. Pettway.

The motion passed, 4-0.

- Hire of 3<sup>rd</sup> grade Teacher
  - Ms. Rodriguez recommended hire contingent on background check for Ben Molina. Interview, site visit and reference check has been completed.
  - Ms. Rodriguez recommended that Ben Molina be hired on the contingency of clear background check. She shared the he is familiar with academic resources used at Shabazz and the Lansing area.

Mr. Jackson moved to approve the hire of Ben Molina at a salary of \$37,086.21 subject to successful background checks.

The motion was seconded by Mr. Pettway.

Discussion:

Dr. Davis expressed his concern with hiring prior to background check and gaps in employment.

Ms. Rodriguez explained that employee was interviewed during the summer and interview pool is limited due to lack of quality candidates.

The motion passed, 3-1 (Yea: Ms. McConnell, Mr. Pettway, Mr. Jackson) (Nay: Dr. Davis).

- Hire of lunch Aides at \$11 per hour
  - Kimberly Trice
  - Leola Burtley

Mr. Jackson moved to hire Kimberly Trice as lunch aide at \$11 per hour.

The motion was seconded by Mr. Pettway.

The motion passed, 4-0.

Mr. Jackson moved to hire Leola Burtley as lunch aide at \$11 per hour.

The motion was seconded by Mr. Pettway.

The motion passed, 4-0.

- Ms. Rodriguez also mentioned:
  - Mr. Howard - substitute teacher (not certified)
  - Denise Griffin – building substitute
- Stipend Structure – personnel committee has reviewed the stipend structure that will replace add-on paid positions. The structure includes incremental payments that will be based on assigned duties.

Mr. Jackson moved to approve the 2016-17 stipend payment structure as presented.

The motion was seconded by Mr. Pettway.

Discussion:

- All positions have allocated funding that may not actually be implemented.
- Positions and totals are based on last year events and occurrences.
- Stipends are paid from purchase services and supplies are taken from separate line item

The motion passed, 4-0.

- Classroom and Other Repairs
  - 1<sup>st</sup> grade classroom – radiator leak, linoleum and carpet repair.
  - Chipped Step – basement stairway leading to the 1<sup>st</sup> floor
  - Quotes were received
    - Seeking for bids that include workmen’s compensation coverage (required by insurance company in order to avoid additional liability for Shabazz).

Mr. Pettway moved to approve the step repair and water damage to floor not to exceed \$10,000.

The motion was seconded by Dr. Davis.

The motion passed, 4-0.

## CHIEF SCHOOL ADMINISTRATOR REPORT

Ms. Rodriguez shared:

- MDE Audit – will take place on November 10, 2016 (regarding Title dollars)

## CURRICULUM REPORT

Ms. Powers reported the following items:

- Academic Growth Reading and Math NWEA results
  - 6<sup>th</sup> grade math needs improvements based on score of 33%
  - Data boards have been created and placed on ground, first and second levels
  - Percentages represent Spring testing to Fall semester

\*\*Mr. Jackson left at 6:54 pm\*\*

\*\*Mr. Jackson returned at 6:55pm\*\*

- Improvement efforts will be made for all scores in the lower percentiles

## PERSONNEL COMMITTEE

Mr. Pettway - No additional information to report.

## TREASURER’S REPORT - None

## NEW BUSINESS

- Dr. Davis reported information on retreat efforts.
- Upcoming Meetings:
  - The Ad-Hoc meeting has been suspended until further notice.

- Finance/Personnel – November 21, 2016 @ 5:30pm
- Curriculum/Development – November 29, 2016 @ 5:30pm

**\*\*Mr. Jackson left at 7:01pm\*\***

**ADJOURNMENT**

Ms. McConnell adjourned the meeting at 7:01 PM.

I, Dr. Willie Davis, Jr., the duly elected Secretary of EL-Hajj Malik EL-Shabazz Public School Academy Board, hereby certify that this is a true and correct copy of the minutes of the Regular Meeting of the Board of Directors on November 1, 2016.

  
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Dr. Willie Davis Jr., Secretary

Minutes approved December 6, 2016 at the upcoming Board of Directors meeting.

*Elbony Hawkins*

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Elbony Hawkins, Recording Secretary

November 8, 2016  
Date

Next Board Meeting will be held on Tuesday, December 6, 2016 @ 5:30 pm  
at Shabazz Academy 1028 W. Barnes, Lansing, MI 48933-2299