

Board Meeting 9/15/25

Zoom Meeting ID: 874 6332 5544

Zoom Passcode: 807397



Call to Order: Board Chair, Bishop Mark Tolbert

- Bishop Tolbert called to order the monthly Board Meeting at 7:11pm.

Roll Call

- Bishop Mark Tolbert
- Troy Nash
- Clyde Irvin
- Linda Edgely
- Aldon Jones
- Tujuaniana Scott

First Motion: Motion to approve August's minutes.

-Clyde Irvin put forth the motion to approve August's minutes.

-Linda Edgely seconded the motion.

-Motion approved.

Questions about monthly bills

- **Bishop Tolbert** – I saw two security guards at \$8800, is that the same company we have been using for a number of years?
 - **Dr. Mitchell** – It is the same company, Bishop.
- **Bishop Tolbert** – Are we actually utilizing two security guards?
 - **Dr. Mitchell** – Yes sir, Dr. Hayes has given them a schedule. One is always at the door and the other one is rotating through the building and I think they switch up, so we do use both.
 - **Bishop Tolbert** – I would like to see them have a regimented schedule where they are walking around the building, making sure all doors are closed, and that security is intact. We got to make sure we get our money's worth out of security.

Second Motion: Motion to approve monthly bills.

- Linda Edgely put forth the motion to approve monthly bills.
- Tjuana Scott seconded the motion.
- Motion approved.

Superintendent's Report – Dr. Mitchell

- Our ReportWell compliance is not at 100% this month. There is a document that we have to turn in, for our student and staff handbook, and the file that we sent in is too big for ReportWell. We are reaching out to the Commission to see if they will accept us to either mail it in or to send them a portion of it, and that will count for compliance. That should be taken care of by the time we have our next Board meeting.
- For our enrollment numbers this year, 349 students have shown up to school at least once this year. That is about our average. We still have quite a few students that have not shown up this year. Per DESE requirements, we have to wait 15 days before you drop a no show student. Even after that, you can't drop them until we know where they transferred to. Mr. Brentano and Ms. Colston are working on cleaning up the enrollment, but as of now, 349 students are currently enrolled and have shown up.

Questions about the Superintendent's Report

- **Bishop Tolbert** – These students that have not shown up, do we have their records?
 - **Dr. Mitchell** – Yes sir, we do.
- **Clyde Irvin** – How many are on that list of no shows?
 - **Dr. Mitchell** – Approximately 50
- **Clyde Irvin** – Do we have staff or someone that can contact the parents concerning those 50 students?
 - **Dr. Mitchell** – Yes, Dr. Hayes might speak to that when she speaks, but she has her secretarial staff making calls. Some of the individuals haven't answered, possibly due to their phone number having changed and they didn't forward any new information to the school. We are actively trying to find where they are.
- **Blaine Clark** – Does the 349 include those 50 no shows or would that 50 take us to 399?
 - **Dr. Mitchell** – The 50 would take us to 399. We still have other families that are still enrolling.

Principal's Report – Dr. Hayes

- We are having a really good beginning of school this year. Everybody has an "We're all in this together" attitude. We are being the change we want to see and everybody's jumping in and working together.

- We had approved the money to be paid to Lakeshore Learning to bring in and install the new cubbies for the students. Lakeshore is going to come in and install everything themselves, which is really good news for Mr. Edwards and his small team. They are also going to put some event on for our teachers.
- For the MAP data update, they do a preliminary data that DESE sends out and they do it as a snapshot. We have to go in there and download it quickly before they take it back off and we can't access it again. We won't get the real data until October. Like last year, when they released the snapshot, I made a copy of it and pulled it over to an excel document and put the data together. I will send you all that so you can see what the data looks like. We charted out the data to see 3rd and 4th grade English and Math scores, which they went up. We went up in every area this year. The 90% below basic that we had in 5th grade last year went from 90% to 40-45% below basic. In some of the scores we were really close to pre-COVID scores. The two areas that didn't improve, 4th grade English and Math, was because we lost out 4th grade teacher halfway through the year.
- We incorporated something this year with the grandparents. Going to other schools, we found out that we were really missing out by not going directly to grandparents and inviting them directly to events. So we put on a grandparent's event last week or two, and it was a really great turnout.
- I met with our school sponsors, Kiewitt and Mr. Luma, about what our needs were as far as academic this year. They were also asking about SchoolApp KC, and wanted to explain to us how we would be involved when they match with SchoolApp KC if they decide to do that. They were wanting to let us know that whoever the Principal is and the teachers would all be trained on what the program is.
- We also talked about our Evaluate reading scores with Kiewitt. They were really happy with the scores. Kiewitt has sent in two groups of employees to the school to visit reading clubs and have virtual readings with students. They also are going to get a team with our entrepreneur department. We introduced them to our new entrepreneur person, Ms. Breana Brooks, and our new debate teacher, Mr. Garrett Washington. They're going to team with them to take our kids throughout their Kiewitt building so they can talk to them about every career that's possible that they could get into, ranging from HR to mechanics to engineering.

Treasury Report – Mr. Clark

- For the period ending in August 31st, our overall cash position is \$4.2 million. Our CD balance is at \$3.2 million following a transfer last month to move some favorable dollars into the CD accounts. After moving those dollars to the CD account, we are still sitting at \$924,000 in our operating account.
- We are working with Trevor Hughes to set up a money market account. We will call it our liquid emergency account where we could pull those dollars out and not incur any type of penalty. We will probably look to set that up between \$250-\$300,000. We are targeting to get that done by the end of September.
- Looking at our accounts payable, we are sitting at about \$207,000 which is a little bit high. After talking with Mr. Wallace, I think some of those accounts payable hasn't been cleared out. The bill has been paid, but the payable hasn't been cleared which is resulting in the number being a little bit overstated. Once that is cleared up, it will come down to the \$25-\$30,000 range.
- On page 9 is the net income, and the net income for the month of March was \$39,413. The year-to-date we are sitting at \$59,488. That is sitting at a pretty good margin because we had built

the outlook based upon 400-450 students. Once they adjust the enrollment and they adjust our payment based upon the updated enrollment, we will see what that impact is.

- Linda Edgely put forth motion that we accept the financial report.
- Tujuania Scott seconded the motion.
- Motion approved.

Informational Items

- **Operation Breakthrough**

- **Bishop Tolbert** – Do you know if they are going to be chartered this year? Will we lose those numbers for Operation Breakthrough? And does that 349 include numbers for Operation Breakthrough?
 - **Dr. Mitchell** – The 349 does not include Operation Breakthrough. The charter application that Operation Breakthrough has put in is not for 2026-27, it will be for the year after that, so we will not lose those students.
- **Bishop Tolbert** – How many students do we have at Operation Breakthrough?
 - **Dr. Mitchell** – I talked to Mary Esselman on Thursday, and everybody's Operation Breakthrough numbers are extremely low. We are under 10 right now. There are a lot of families that did not go in and accept the offer or have moved other places. Currently, we are at 6 students and 3 are getting ready to sign which would put us between 9-10.
- **Blaine Clark** – Do we know what the driver was of why it's such a reduction?
 - **Dr. Mitchell** – When talking to Ms. Esselman, she said their numbers are down across all the schools that they have. She couldn't pinpoint it to anything specific. A lot of parents just haven't signed their kids up and got them into Pre-k. Ms. Esselman was setting up meetings at various churches and grocery stores and such to try to recruit for all the schools they host. We did have 3 students that we did lose because we don't offer transportation to Operation Breakthrough.
- **Bishop Tolbert** – For the October board meeting, Dr. Mitchell, put on the agenda for Ms. Dawson to give us a report from Emmanuel and Operation Breakthrough

- **Convoy for Hope Event**

- **Bishop Tolbert** - Yeah, there was a Convoy of Hope that Bishop Terry Glenn had over on 34th and Woodland. They contacted me last minute so I just want to applaud you and give you kudos for pulling together that group to man a booth there. How many people did they end up having?

- **Dr. Hayes** - There was over 500 people at the event. It was a lot of people that came through there, it probably was at least a thousand. We were in our booth, so I couldn't see everybody. The staff that I took, because I did ask them at the last minute, I am requesting approval to pay them as if it was like Saturday school.
 - **Bishop Tolbert** - So why don't you write it up and then I'll get with Mr. Clark and the Superintendent and we'll make it happen.
 - **Dr. Hayes** – Okay.
- **Zoom Account**
 - Starting next month, we are changing Zoom accounts. In the past, we have been using Bishop's personal Zoom account. Lee A. Tolbert now has their own Zoom account so we will be switching over to that for the board meetings starting with the October board meeting.
- **Board Docs**
 - We will no longer be using Google Docs to send out the board docs every month. Starting in October, the board docs will be sent directly to the board members. Board members should be receiving those board docs no later than the Monday before the board meeting.

Items for Consideration/Approval

- **Request approval of stipend to be paid to music teacher**
 - **Dr. Mitchell** – Our music teacher, Mr. Arthur Gill, is requesting a stipend to work. He's trying to grow the band and music program, and so he's requesting a stipend to begin to do after school rehearsals and get the band club going to do extra rehearsals to take our music department to the next level. His proposal is included in the board docs. Mr. Gill would have to work with the Principal to ensure accountability in terms of after school rehearsal attendance. The stipend would be modeled like how we pay coaches for after school work.
 - **Bishop Tolbert** – Rather than Mr. Gill put together a proposal, I would rather see the Principal or the Superintendent get together and figure out the things that are necessary and the things that can be done. Mr. Gill messed up at the end when he mentions the athletic program receiving a stipend. That's not how we make decisions. We make decisions based upon what are you bringing to the table.
 - **Dr. Hayes** – I 100% agree with you because when he mentioned it to me, I told him there are a number of parades etc. that go on out there that we could prepare to have a Lee A. Tolbert banner and have our students march in so we can get our name out there. I told him to let us know some things that you're going to do with the band other than just be on a Christmas program or something that would help us, even going to some games.
 - **Bishop Tolbert** – This proposal, as it stands, doesn't hold water because I see a lot of the practicing going on over the years during the school day time. I would prefer to see something come from administration saying, "This is what we need, and if this is the person who can do that then we will talk about the value of that".

- **Dr. Mitchell** – This year we will have something ready for October board once Dr. Hayes and I confer. So we will definitely do that.
- **Request approval for up to \$800 for bulk mail outreach**
 - **Bishop Tolbert** - So I'm thinking about like a five by eight mailer addressed to the current occupant in a mile or two radius of the school. We can just have somebody contact the post office. They have programs and it's much cheaper than the regular mail. We will put all the things that our school does on there, a place to contact and all of that. I think that that's something ah that we could probably do for less than \$500.
 - **Clyde Irvin** - One of our biggest competitions is Brookside and they are getting a lot of the inner city students and the way they've done it and this is FYI, they have word of mouth through the parents and they do incentives with the parents to bring somebody to one of the parent meetings and to invite them to a meet and greet and have refreshments and get them to come and talk about the school. Have the principal there, maybe the Superintendent sometimes, and some of the some of the actual educators there. That really works. We called it referrals.
 - **Bishop Tolbert** – Didn't we used to do something like that one year where we were given some kind of incentive to parents for referrals?
 - **Clyde Irvin** - And it doesn't have to be big. can be a \$10 gift card, \$25 gift card, nothing big.
 - **Bishop Tolbert** - So Dr. Mitchell, with you all's next district meeting, why don't you talk about how something like that could be put together and then bring.
 - **Dr. Mitchell** - Will do. We meet a week from tomorrow.
- Clyde Irvin put forth motion that we approve up to \$800 for the bulk mail outreach.
- Troy Nash seconded the motion.
- Motion approved.

Adjournment

- Troy Nash put forth motion for adjournment.
- Tujuanina Scott seconded the motion.
- Motion approved.

Next Board Meeting: Monday October 20th at 7pm