

Meeting Minutes
REGULAR MEETING OF THE BOARD OF TRUSTEES

May 25, 2017

In accordance with the Open Public Meetings Act, notice of this Regular Meeting of the Hope Academy Charter School Board of Trustees was given on August 25, 2016 to the Asbury Park Press and the Coaster newspapers, the Asbury Park Municipal Hall, and posted at the school. A copy of this notice is available upon request.

I. MEETING CALLED TO ORDER 6:14 PM.

Flag Salute

Roll Call:

present	present	present	present	present	present	present	present	present
Claudia Morgan President	Frankie Winrow Vice President	Sheree Sanders-Jones Board Member	Dennis Carroll Board Member	Kevin Elam Board Member	DaVisha Pratt CSA/ Principal	Donna Torres Board Secretary	Dennis Daniels Dean of Students	Dawn Fossnes Vice Principal

II. MINUTES

The secretary presents the minutes of the Board Meeting of April 27, 2017 as printed and distributed, and recommends them for approval and adoption.

Moved by (1st) and seconded (2nd)		1		2	
	Claudia Morgan	Frankie Winrow	Sheree Sanders-Jones	Dennis Carroll	Kevin Elam
Vote:	yes	yes	yes	yes	yes

III. COMMITTEE REPORTS

- **Executive**—Claudia Morgan, DaVisha Pratt, Donna Torres, and Dennis Daniels as appropriate:
 - **Reminder for meeting on June 14th**
- **Personnel**- Frankie Winrow, Dennis Carroll, DaVisha Pratt, Donna Torres:
 - **Report of May 15th meeting. Committee discussed recommended non-renewals and resignations, and change in positions for 2017-18.**
- **Finance & Building**-Claudia Morgan, DaVisha Pratt, Donna Torres, Sheree Sanders-Jones, Dennis Daniels-as appropriate:
 - **Reminder for meeting on June 8th at 9:30AM**
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Dennis Carroll, Dawn Fossnes, Kristin Zink:
 - **Reminder for meeting on June 6th at 9:30AM**

- **Policy**-Claudia Morgan, Kevin Elam, John Thorp, DaVisha Pratt, Donna Torres:
- **Attendance/Discipline**-Frankie Winrow, Kevin Elam, Dennis Daniels, Kristin Zink, Dawn Fossnes:
 - **Reminder for meeting on June 19th at 9:30**
- **Nominating Committee**-Claudia Morgan, Dennis Carroll, PTO President, DaVisha Pratt, Donna Torres, Dawn Fossnes.

DISCUSSION/INFORMATION ITEMS

1. Community matters: discussed city meeting and attorney opinion regarding use of Ministerial Church building for school use.
2. The contract for the sidewalk repair was awarded to L & L Paving for \$33,400 as discussed at last month's board meeting, to be completed in June. The April resolution was updated to reflect the new vendor and price as instructed by the board.
3. We are reviewing options to have a new sign designed and installed for the front of our building.
4. The firm of Barre and Company CPAs is dividing into two companies, Barre and Company LLC and Meshinsky & Associates LLC. We received a letter, presented to the board, asking the school to respond to which firm we will use for our auditing needs for the years ending 6.30.17 and 6.30.18. See contract for year ending 6.30.17.
5. Mrs. Pratt discussed again the process utilized to revise staff salaries to be more competitive and equitable. The recommendations were discussed in the 2 prior personnel committee meetings and in the closed board meeting of April 27, 2017, and presented during the public board meetings of March and April 2017.

IV. NEW BUSINESS

A. Financial

1. **Resolution 05-17A1:** Approval of Monthly Disbursements- May Bill List and Payroll for April 30th and May 15th.
2. **Resolution 05-17A2:** Approval of Board Secretary's Report for April 2017
3. **Resolution 05-17A3:** Approval of the April 2017 Treasurer's Report

B. Personnel

1. **Resolution 05-17B1:** Approve additional Field Trips for the 2016-17 school year.

2. **Resolution 04-17B2:** Approve additional PD and mileage for the 2016-17 school year as presented
3. **Resolution 05-17B3:** Approve the increase of rate for substitute nurses from \$150 to \$200 daily, from May 8th to June 30th, 2017 due to resignation of full-time nurse. Approve Andrea Bailey as substitute nurse and Jennifer Lawrence as substitute teacher at \$100 per day.
4. **Resolution 05-17B4:** Approve Sara L. Shanahan as 4th/5th Grade teacher for the 2017/18 school year at an annual salary of \$ 47,500 with 10 month contract and full benefits .
5. **Resolution 05-17B5:** Approve all Positions/Salaries as presented to the board for the 2017/18 School year and the renewal of all contracts as presented.
6. **Resolution 05-17B6:** Approve the non-renewal of contracts for Sandra Malvasio, third grade teacher and Donna Comforti, Secretary-4th floor
7. **Resolutions 05-17B7:** Approve and accept the resignation of Ginger DeMent-MS Math Teacher-effective at June 30, 2017.

C. Miscellaneous

1. **Resolution 05-17C1:** Approve security drills for the month of **May** as follows:

DATE	GRADE	DESTINATION	TRIP COST	TRANSPORTATION COMPANY	TRANS COST:
06/07	4 & 5	Leonardo State Marina Date changed due to weather	Paid by a grant from Conserve Wildlife Foundation	First Student	Paid by grant - Conserve Wildlife Found.
06/09	All Grades	Oak Tree Lodge Transportation costs and vendor updated	\$5260.00	First Student Moni Transportation	\$472.00 \$250.00

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME
Hope Academy Charter School	Fire Drill	Entire School (all staff, faculty and students)	Tuesday May 23 th at 8:30 AM
Hope Academy Charter School	Emergency Drill: Lock Down	Entire School (all staff, faculty and students)	Tuesday May 23 th at 8:20 AM

2. **Resolution 05-17C2:** Approve the Green Team Committee to implement Sustainable NJ initiatives for the 2017-18 school year as follows:
 - a. Patt Callahan

- b. Dennis Daniels
- c. Dawn Fossnes
- d. Tonya Hassel
- e. Janesia Joshua
- f. Santori Nicholson
- g. Donna Torres

D. Vendor Contracts

1. **Resolution 04-17D1:** Approve JBA Architectural firm at \$11,750 to assist with the Music room and supply room renovation per the contractual agreement presented to the board.
2. **Resolution 04-17D2:** Approve the Realtime contract for 2017-18 for \$8,890 for software and services as provided to utilize the Student Information System.
3. **Resolution 04-17D-3:** Approve the contract with Meshinsky and Associates, LLC to complete our audit and CAFR Report for year ending 6.30.17 due to the dissolution of previously approved auditing firm for a cost of up to \$11,500.
4. **Resolution 04-17D-4:** Approve the contract as presented with Karson Food Service, Inc. for the 2017-18 school year to provide school nutrition program compliant meals and snacks at the following costs:
 - a. **Breakfast :** \$1.26
 - b. **Lunch:** \$2.48
 - c. **Snack:** .62

E. Policies/Curriculum

1. **Table revisions until time line finalized:** critical board policies-bylaws: 9110, 9112, 9113

Are there any resolutions the board wants to vote on separately or table?

Move to approve and adopt Resolutions: 054-17A1-3; 05-17B1-7, 05-17C1-2, 05-17D1-4

Moved by (1 st) and seconded (2 nd)		1		2	
	Claudia Morgan	Frankie Winrow	Sheree Sanders-Jones	Dennis Carroll	Kevin Elam
Vote:	yes	yes	yes	yes	yes

V. Statements by the Public

VI. Statements by Trustees:

VII. MEETING ADJOURNED at 6:34 PM

Moved by (1st) and seconded (2nd)					
	Claudia Morgan	Frankie Winrow	Sheree Sanders-Jones	Dennis Carroll	Kevin Elam
Vote:	yes	yes	yes	yes	yes