

**Minutes
REGULAR MEETING OF THE BOARD OF TRUSTEES**

September 28, 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 April 28, 2017 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 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

Board Attorney-present: Fred Niemann

The Perez family did not attend (regarding flag salute request)

II. MINUTES

The secretary presents the minutes of the regular Board Meeting of **August 24, 2017 and special Board Meeting of September 1, 2017** as printed and distributed, and recommends them for approval and adoption.

Moved by (1st) and seconded (2nd)	1st		2nd		
	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:
- **Personnel**- Frankie Winrow, Dennis Carroll, DaVisha Pratt, Donna Torres:
- **Finance & Building**-Claudia Morgan, DaVisha Pratt, Donna Torres, Sheree Sanders-Jones, Dennis Daniels-as appropriate:
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Dennis Carroll, Dawn Fossnes, Kristin Zink:
- **Policy**-Claudia Morgan, Kevin Elam, John Thorp, DaVisha Pratt, Donna Torres:
- **Attendance/Discipline**-Frankie Winrow, Kevin Elam, Dennis Daniels, Kristin Zink, Dawn Fossnes:

- **Nominating Committee**-Claudia Morgan, Dennis Carroll, PTO President, DaVisha Pratt, Donna Torres, Dawn Fossnes.

DISCUSSION/INFORMATION ITEMS

1. Fred Niemann, Board attorney, discussed the status of the appeal of 700 Grand Avenue and asked whether the Board wanted to move forward. The Board unanimously decided not to continue with the appeal. The Board was advised of the legal position of any requests for non-participation in the flag salute.
2. The Board supported the use of funds from the rental of the parking lot to provide staff recognition/meeting rewards and events to promote cohesiveness and to provide additional programs/events for students. (\$550 per month)
3. Music Room construction project resumed on September 25th after a temporary stop order placed by the city due to pending permits.
4. As of August 22, 2017, the School Nutrition Program’s Procurement review has been satisfactorily completed and as of July 17, 2017, the Administrative Review has been satisfactorily completed. See letters in the board packet.
5. The Board will approve the resolutions to reserve a portion of the fund balance for building improvements and the issuance of bonuses from this year’s budget.
6. Ms. Pratt discussed the upcoming new Science Curriculum standards being implemented K-8th; noting that standardized testing will occur in grades 5th and 8th. She informed the board about on going work with the staff to integrate math and science into all disciplines, placing an emphasis on engineering.
7. 9/1 minutes: Correction to approved amount for telephone reimbursement from \$12.50 to \$15.00

Executive Session-personnel issue to discuss job performance and employee request

Motion by Ms. Winrow and seconded by Mr. Carroll to go into Executive session for a personnel issue at 7:16 PM.

No public vote resulting from executive session.

Executive Session adjourned at 7:36 PM.

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

IV. NEW BUSINESS

A. Financial

1. **Resolution 09-17A1:** Approval of Monthly Disbursements- September Bill List, and Payrolls for August 31 and September 15.
2. **Resolution 09-17A2:** Approval of unaudited Board Secretary’s Reports for July and August 2017
3. **Resolution 09-17A3:** Approval of the July and August 2017 Treasurer’s Reports
4. **Resolution 09-17A4:** Approval of budgetary transfers for August 2017.
5. **Resolution 09-17A5:** Approval of the the revised detailed budget for **ESSA** and **IDEA-basic and preschool** for the 2017-18 school year as presented.
6. **Resolution 09-17A6:** Approval to create a Fund Balance Reserve of \$500,000 to be designated for the renovation of the 5th floor unfinished space for classrooms and an ADA approved bathroom.

B. Personnel

1. **Resolution 09-17B1:** Approve the **Professional Development** and associated mileage reimbursements as presented.
2. **Resolution 09-17B2:** Accept the approved **Field Trips** for 2017-18 as presented.
3. **Resolution 09-17B3:** Approve the new hire and presented contract for **Felicia Kennedy**, as our **Secretary/Food Services Manager** for a 12 month position at an annual prorated salary of \$46,000 with full benefits, effective October 10, 2017-June 30, 2018.
4. **Resolution 09-17B4:** Approve **Theraline Smith** as substitute teacher and **Phabienne Cimeus**, Social Worker intern from Rutgers University for the 2017-18 school year.
5. **Resolution 09-17B5:** Approve that bonuses be issued totalling \$80,500 at the December 15th payroll as presented to the board determined based on years of service as of 6/30/2017. (New staff as of the 17-18 school year.)
 1. \$1,000 New staff
 2. \$2,000 Years 0-4
 3. \$3,000 Years 5-9
 4. \$4,000 Years 10-14
 5. \$5,000 Years 15 +

C. Miscellaneous-

1. **Resolution 09-17C1:** Approve **Security drills** conducted as follows:

<i>Fire Drill</i>	<i>Entire School (all staff, faculty and students)</i>	<i>9/27/17 @ 10:00am</i>
<i>Emergency Drill: Lockdown</i>	<i>Entire School (all staff, faculty and students)</i>	<i>9/29/17 @ 1:45pm</i>

D. Vendor Contracts

1. **Resolution 09-17D1:** Approve **Dr. Wymer** and **The Asbury Park Pediatric Associates** as our School Physician for the 2017-18 school year pursuant to the presented contract.

2. **Resolutions 09-17D2:** Approve the contract with **Class A Cleaning** to clean the facility per the presented contract at \$100 per night-Monday to Friday from 9/25/17-6/30/18, that may be terminated by either party with 30 days notice.
3. **Resolution 09-17D3:** Approve the shared services agreement presented to the board for transportation as needed from **Central Regional School** district in Bayville, NJ for class trips for the 2017-18 school year and renewable for two additional years with both party agreement.

E. Policies/Curriculum

1. **Resolution 09-17E1:** 2nd read and adoption of Critical Policy 4231.2-**Tuition Reimbursement Policy and Procedures**

Are there any resolutions the board wants to vote on separately or table? No

Move to approve and adopt Resolutions: 09-17A1-6; 09-17B1-5; 09-17C1; 09-17D1-3; 09-17E1

Moved by (1 st) and seconded (2 nd)	1st			2nd	
	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: Ms. Fossnes shared with the Board how well one of our past students is doing and also noted that the 8th grade students were very excited about high school and college prospects.

VII. MEETING ADJOURNED at 8:00 PM

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