

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

October 26, 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 6:05 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

Teacher presentation by Kristin Zink & Kevin Yan – MS Math
Mr. Yan will present the results of the class project at the next board meeting.

Public present:

II. MINUTES

The secretary presents the minutes of the regular Board Meeting of September 28, 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: **Meeting 10/26 AT 5:30pm.**
- **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. Music Room is scheduled for the final inspection during the final week of November. We are ordering the furniture so it will be ready to go.
2. The Board decided to move forward with the procedure to require proof of valid driver’s license and insurance to use a personal car to drive other staff members to school functions. To clarify: if mileage reimbursement is being requested, copies of these documents must be provided to the Business Office. If the staff member waives reimbursement, the SBA can view the documents to verify they are current. If documents are not shown, the staff member may not drive other staff members.

Closed Executive Session-Personnel: resignation of teacher and request for rehire.

Go into Closed Executive session at 6:40 PM. Motion by Ms. Winrow and seconded by

Ms. Sheree
– Jones.

	Claudia Morgan	Frankie Winrow	Sheree Sanders-Jones	Dennis Carroll	Kevin Elam
Vote:	yes	yes	yes	yes	yes

Motions to go into Public Open Session

Motion by Ms. Winrow and seconded by Mr. Carroll at 7:30 PM.

	Claudia Morgan	Frankie Winrow	Sheree Sanders-Jones	Dennis Carroll	Kevin Elam
Vote:	yes	yes	yes	yes	yes

Resolutions resulting from Closed Session:

- a. **Resolution 10-17B7:** Resolution to deny the resignation and the release from contract of **Tynieshia Douglas** with two weeks notice per her resignation letter; and the Board requests 60 days notice to give the school time to find a replacement. The Board approves Ms. Pratt to accept the resignation with 60 days notice from the October 24th date of the resignation letter.

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

- Resolution 10-17B8:** Resolution to deny the request by **Kim Franzo** to be reinstated to the school nurse position during the 2017-18 school year. Ms. Franzo resigned in May 2017.

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

IV. NEW BUSINESS

A. Financial

1. **Resolution 10-17A1:** Approval of Monthly Disbursements- October Bill List, and Payrolls for September 30th and October 15th.
2. **Resolution 10-17A2:** Approval of unaudited Board Secretary’s Report for September 2017.
3. **Resolution 10-17A3:** Approval of the September 2017 Treasurer’s Report
4. **Resolution 10-17A4:** Approval of budgetary transfers for September 2017.

B. Personnel

1. **Resolution 10-17B1:** Approve the **Professional Development** and associated mileage reimbursements as presented.
2. **Resolution 10-17B2:** Accept the approved **Field Trips** for 2017-18 as presented.
3. **Resolution 10-17B3:** Approve the payment of **bonuses** totaling \$80,500 on the **November 15th** payroll rather than the December 15th payroll as previously approved.
4. **Resolution 10-17B4:** Approve **substitute teacher, Eileen Conyers** for the 2017-18.
5. **Resolution 10-17B5: Approve the following programs:**
 1. **Math Club** comprised of Math Stars and Math Blast programs and the detailed budget as presented to the board, including Sara Shanahan at \$29.50/hour for 1.5 hours per session from October through May (29 periods).
 2. **Fun Friday** will begin on November 10th and continue throughout the TLC period each Friday, as a student reward program. The program will cost approximately \$7000 and uses a combination of general funds and carryover grants-CDBG \$1,117 and Borden: \$4,252. Nicole Smith will coordinate the program at \$29.50 per hour and various HACS teachers will participate at \$29.50 per hour.
6. **Resolution 10-17B6:** Approve the program and the receipt of grant funds of \$5,000 from TD Bank after school club –**LEADS** - beginning November 1st, to be led by Cindy Norkus and Tara Tyson at 1.5 hrs. week at \$29.50 per hour (24 periods).

C. Miscellaneous-

1. **Resolution 10-17C1:** Approve **Security drills** conducted as presented

Fire Drill	Entire School (all staff, faculty and students)	10/25/17 @ 9:00am
Emergency Drill: Getdown	K - 5 (recess staff and students)	10/23/17 11:00; 11:30; 12:00; 12:30

D. Vendor Contracts-none

E. Policies/Curriculum

1. **Resolution 10-17E1:** Approve the revision of Appendix H, page 37, of the **Purchasing Manual** to raise the quotation requirement from \$3,000 to \$3,500 based on change in threshold amounts-2CFR-200.
2. **Resolution 10-17E2:** Approve the **Second Step Middle School curriculum** for Character Education for the 2017-18 school year.

Are there any resolutions the board wants to vote on separately or table? 10-17B7 & 8 Voted separately.

Move to approve and adopt Resolutions: 10-17A1-4; 10-17B1-6, 10-17C1, 10-17E1-2

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

V. Statements by the Public

VI. Statements by Trustees:

VII. MEETING ADJOURNED at 7:42 PM

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