

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

November 30, 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 6:10 PM.
Flag Salute**

Roll Call:

Absent	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 presentations by: Anna Washack and Jennifer Lawrence (3rd grade); Arlene Faloba and Candice Ledet (4th)

Mr. Yan sent in the the class projects resulting from the assignment he presented at the prior board meeting.

Public present:

II. MINUTES

The secretary presents the minutes of the regular Board Meeting of **October 26, 2017** as printed and distributed, and recommends them for approval and adoption.

Moved by (1st) and seconded (2nd)			2nd	1st	
	Claudia Morgan	Frankie Winrow	Sheree Sanders-Jones	Dennis Carroll	Kevin Elam
Vote:		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: 10-26 meeting discussed the executive session personnel matters. **Committee meeting set for December 18th at 9:15AM**
- **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: **Report on committee meetings of November 14th, November 29th and 30th to be conducted during closed session by Ms. Winrow.**
- **Nominating Committee**-Claudia Morgan, Dennis Carroll, PTO President, DaVisha Pratt, Donna Torres, Dawn Fossnes.

IV. DISCUSSION/INFORMATION ITEMS

1. **Music Room** is very near completion. It should be ready next week, but the furniture will not be in for 2 – 3 weeks.
2. **Alphabets Preschool** requested to use our 1st floor cafeteria again this year to have their holiday party in preparation for the Asbury Park tree lighting on Saturday, December 2nd from 2:30 to 6:30. Mr. Nicholson will be present during that time and will be compensated directly by Alphabets preschool.

- V. Closed Executive Session**-Personnel performance, student discipline and committee report, address to the board by former employee, policy issue.

Go into Closed Executive session at 6:12 PM. Motion by Ms. Winrow and seconded by Ms. Sanders-Jones.

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

Motions to go into Public Open Session

Motion by Ms. Winrow and seconded by Ms. Sanders-Jones at 7:17PM.

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

Resolutions/ Matters resulting from Closed Session:

- a. **Resolution 11-17B7:** BE IT RESOLVED The Board of Trustees of Hope Academy Charter School, County of Monmouth, State of New Jersey during a public meeting upholds the decision of the Attendance/Discipline Committee prohibiting Naliyah Cummings from attending the 8th grade Washington trip.

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

- b. Matter regarding Kim Franzo and reinstatement will be tabled until the December Board meeting.
- c. Statement by the Board resulting from Closed Session: The Board clarified their position on the issuance of bonuses, requiring that employees be in full compliance of their contracts to receive an approved bonus. The Board will follow up with a policy at the December Board meeting.

VI. NEW BUSINESS

A. Financial:

1. **Resolution 11-17A1:** Approval of Monthly Disbursements- November Bill List, and Payrolls for October 31 and November 15th.
2. **Resolution 11-17A2:** Approval of **Board Secretary’s Report** for October 2017.
3. **Resolution 11-17A3:** Approval of the October 2017 **Treasurer’s Report**

4. **Resolution 11-17A4:** Approval of **budgetary transfers** for October 2017 as presented
5. **Resolution 11-17A5:** Approval of **budgetary increase** of \$210,000 for payment of Music Room Renovation and release of funds in the amount of \$141,075 for November payment per Contractor’s Application for Payment presented to the Board.
6. **Resolution 11-17A6:** Approve the payment of bi-annual **Health Waivers** totaling \$14,808.19 to be paid on **December 15th** per Critical policy: 4144-Health Insurance Policy.
7. **Resolution 11-17A7:** Approve the 2nd **Revised Detailed Budget for ESSA Grant funds** for 2017-18 as presented.

B. Personnel:

1. **Resolution 11-17B1:** Approval of the following **Teacher Mentors** to be paid by the Mentee at an annual cost of \$550: **1. Mentor:** Tynieshia Douglas through November 30th and replaced by Erin Ruscigno, **Mentee:** Nina Jones; **2. Mentor:** Anna Washak, **Mentee:** Jennifer Lawrence.
2. **Resolution 11-17B2** Approval of **stipends** for 2017-18 to be paid half at December 15, 2017 and half at June 30· 2018 as follows:
 1. **Arlene Faloba \$1,500 (additional AM duties)**
 2. **Kristin Zink \$2,000 (as approved with the TLC detailed budget-Supervisor)**
3. **Resolution 11-17B3:** The Board accepts the **resignation of Tynieshia Douglas** as of November 30th as a replacement teacher was hired. Ms. Douglas was given the option to leave on the 30th or continue through December 23rd.
4. **Resolution 11-17B4:** Approves the **hiring of Erin Ruscigno** as MS- ELA teacher, effective December 1st per the terms of the presented contracts: \$3,000 for December (3 days week) and January 1st to June 30th full-time at \$27,705 with prorated benefits. Years of service begin Jan. 1st , 2018. (1/2 year credit for 2017-18 for future longevity bonuses).
5. **Resolution 11-17B5:** The Board approves the **payment of tuition** for Vice Principal of Instruction and Pupil Services, **Dawn Fossnes**, to Liberty University for the Winter Intensive and the Spring terms for a total of \$ 5,670 for the previously approved program of study-EDS.
6. **Resolution 11-17B6:** Approval of the **tuition reimbursement** for Phase I TPT program at Monmouth University Fall semester for **Ashley Fabien** upon successful completion of course at a cost of \$850.

C. Miscellaneous:

1. **Resolution 11-17C1:** Approve **Security drills** conducted as presented

Fire Drill	Entire School (all staff, faculty and students)	11/21/17 @ 1:10pm
Emergency Lockdown Drill	Entire School (all staff, faculty and students)	11/29/17 12:50pm

2. **Resolution 11-17C2:** Approval of the **Annual Charter/Renaissance School Fiscal Questionnaire** for the 2017-18 fiscal year to be submitted to the Charter School Office as presented to the Board.
3. **Resolution 11-17C3:** The Board approves the **Memorandum of Agreement** between Hope Academy Charter School and Asbury Park law enforcement officials as presented.
4. **Resolution 11-17C4:** Approval for an evening program **“Strengthening Families”** to be held at HACS from December 18, 2017 to May24, 2018 (once a week) that teaches parenting skills, provides dinner as well as monetary incentives to the participants that complete the program. The program is being run by Barnabus Health and Rutgers as no cost to the school.

D. Vendor Contracts:

1. **Resolution 11-17D1:** Approval of the proposal submitted by **Inspiroz, a division of ACS International Resources, Inc.** to complete a **Network Evaluation/Needs Assessment** for HACS at a cost of \$4,175 according to the terms presented.
2. **Resolution 11-17D2:** Approval to extend the contract with **Jersey Elevator** through June 30th , 2018 to provide maintenance on our two elevators at a cost of \$596.63 per month as presented.
3. **Resolution 11-17D3:** Approval of **elevator repairs** to be completed by **Jersey Elevator** to satisfy a **violation** by the city of Asbury Park at a cost of \$13,280. The hoist cables and drive sheaves are being replaced on both elevators, contract presented to the board.
4. **Resolution 11-17D4:** Approval of the purchase of 4 **Promethean ActivPanel 5-70”** ActiveConnect G-Series Interactive Boards to be used in Title 1 classrooms at \$3,649 each from Clinton Learning Solutions, to be paid with ESSA Title 1A funds.

E. Policies/Curriculum:none

Are there any resolutions the board wants to vote on separately or table? As noted resulting from closed session.

Move to approve and adopt Resolutions: 11-17A1-7; 11-17B1-6, 11-17C1-4, 11-17D1-4

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

VII. Statements by the Public

VIII. Statements by Trustees: Mr. Carroll noted that Hope was mentioned at a city meeting considering additional parking for town.

IX. MEETING ADJOURNED at 7:35 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