

Minutes

REGULAR MEETING OF THE BOARD OF TRUSTEES

April 26, 2018

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:

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 presentations by: Misty Palombo (K-1) and Erin Ruscigno (MS ELA)

Public present:

II. MINUTES

The secretary presents the minutes of the regular Board Meeting of **March 27, 2018** 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 of 5PM on April 26th to be reported during closed session.**
- **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.

IV. DISCUSSION/INFORMATION ITEMS

1. The School Safety Committee had a meeting on April 18th. Mr. Daniels briefed the board and reported the next meeting will be on **June 11th**.
2. Letter of apology presented to the Board by Nicole Jones.
3. This June concludes the Leaders to Leaders Mentor program for Principal Certification for Dawn Fossnes. The school paid for the program totaling \$2,500 over the two years, the final payment of \$1,000 being paid in May 2018.
4. Inform the Board that the SSDS report, previously reviewed by the Board will be submitted by April 30th, 2018.
5. Discuss the partnership with ANET and Goode Education Group to provide academic, ELL and School environment support beginning in May. Resolutions for the contract agreements to be voted upon.
6. The school will provide a staff appreciation initiative in May not to exceed \$600 utilizing funds from the parking lot rental agreement.
7. The school will host an overnight Middle School girls lock in event on June 1st to 2nd. Included on the Field Trip resolution.

V. NEW BUSINESS

Closed Executive Session-Contract renewal discussion

Go into Closed Executive session at 6:50 PM. Motion by Ms. Winrow and seconded by Mr. Carroll.

	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 7:00 PM.

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

No resolutions resulting from closed session.

Financial:

1. **Resolution 04-18A1:** Approval of Monthly Disbursements- **April Bill List**, and Payrolls for March 29th and April 1eth.
2. **Resolution 04-18A2:** Approval of **Board Secretary’s Report** for March 2018.
3. **Resolution 04-18A3:** Approval of the March 2018 **Treasurer’s Report**
4. **Resolution 04-18A4:** Approval of **budgetary transfers** for March as presented

B. Personnel:

1. **Resolution 04-18B1:** Approval of the **Professional Development** and associated mileage reimbursements as presented.
2. **Resolution 04-18B2:** Approval of school **field trips** as presented to the board.
3. **Resolution 04-18B3:** Approve the **summer tuition** for the approved Liberty University EDS program for **Dawn Fossnes** for two courses for a total of \$3,570. \$1,785 will be paid on May 24th and \$1,785 will be paid in July 2018, both directly to Liberty University. Course information presented to the Board.
4. **Resolution 04-18B4:** Approve the educational program for **EDD in Educational Leadership** for DaVisha Pratt at Rutgers University, beginning in May 2018. The overall 3.5 year program details are presented to the Board. Hope Academy will pay for the tuition, excluding books, student fees, IT costs, mileage, etc. as the budget permits on an annual basis. The first payment of \$2,106 is scheduled to be paid directly to Rutgers University in May.
5. **Resolution 04-19B5:** Approval of Summer hours for 12 month administrative and clerical employees from June 22th through August 24th allowing for Fridays off as their work load permits.
6. **Resolution 04-19B6:** Approve the Summer Surge six week targeted program for grades K through 7th to be paid with Title 1 funds, to be held on 22 days from July 2nd to August 9th from 8:00 to 12:30 for teachers, 8:30-12:30 for students and the Nurse as follows:
 - 8 Teachers at \$32.00 per hour (current teaching staff and Mary Ambrose-current substitute)
 - 1 Nurse at \$38.00 per hour (Michelle Bellusci, Andrea Bailey, Lynn Neiberlien, and Cathy Mahoney, alternately)
 - 1 supervisor at stipend of \$500 (Kristen Zink)
 - Total cost of Title I program: \$29,188

7. **Resolution 04-18B7:** Approve the contract addendum for Michelle Bellusci deferring the start date of permanent employment to May 1st to coincide with approval of School Nurse certification with other contract terms remaining the same.

C. **Miscellaneous:**

1. **Resolution 04-18C1:** Approval of **Security drills** conducted as presented:

<i>Fire Drill</i>	<i>Entire School (all staff, faculty and students)</i>	Thursday 4/26/18 ; 10:10am	
<i>Emergency Drill: Lockdown</i>	<i>Entire School (all staff, faculty and students)</i>	Wednesday 4/25/18; 11:05am	

2. **Resolution 04-18C2:** Approval of the 2018-19 Board of Trustees meeting dates as presented.

D. **Vendor Contracts:**

1. **Resolution 04-18D1:** Approve the **Audit Engagement Letter** with Meshinsky & Associates LLC for audit services not to exceed \$11,850 and tax preparation services not to exceed \$1,540 for the 2018-19 school year as presented to the Board of Trustees.
2. **Resolution 04-18D2:** Award the contract for **Commercial Food Vendor** Services to Karson Foods, Inc. for the 2018-19 school year for the services presented in the contract and the following prices per meal:
 - Breakfast: \$1.26
 - Lunch: \$2.48
 - Snack: .62

(no price increase)
3. **Resolution 04-18D3:** Approve the proposal from **Goode Education Group** to provide ELL Title III support for \$4,200 and Title II support to administrators for \$4,000 through June 30th as outlined in the presented proposals.
4. **Resolution 04-18D4:** Approve the proposal from **ANET** for \$6,000 for Title III support as outlined in the proposal presented to the Board.
Resolution 04-18D5: Approve the SBA/QPA, Donna Torres, to award a contract for the upgrading of our video surveillance system including installation, warrantee and training not to exceed \$7,400. The contract will be presented to the Board at the next Board meeting.

E. **Policies/Curriculum: none**

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

Move to approve and adopt Resolutions: 04-18A1-4; 04-18B1-7; 04-18C1-2; 04-18D1-5

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

VI. Statements by the Public

VI. Statements by Trustees:

VII. MEETING ADJOURNED AT 7:01 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