

REGULAR MEETING OF THE BOARD OF TRUSTEES

Minutes



**October 25, 2023
6:00PM**

In accordance with the Open Public Meetings Act, notice of this Meeting of the Hope Academy Charter School Board of Trustees was given to the Asbury Park Municipal Hall on April 5, 2023, the Asbury Park Press on April 10, 2023, the Coaster on April 13, 2023 and posted at the school. A copy of this notice is available upon request.

I. MEETING CALLED TO ORDER 6:05 PM.

Flag Salute

Public present: Yessica Rivera (IP), Linda Mambelli (R), Nyema Roddy (IP)

Roll Call: The Board of Trustees meet hybrid @ Hope Academy Charter School and via live stream WebEx, available to the public via our school website.

P (R)	P (IP)	P (R)	A	A	P (R)	P (IP)	P (IP)	P (IP)
Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member	DaVisha Pratt Superintendent/ CSA	Felicia Kennedy SBA/Board Secretary

The Board adopts the agenda of October 25, 2023: Motions and votes

Moved by (1 st) and seconded (2 nd)		1 st	2 nd				
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y	Y			Y	Y

II. MINUTES

The secretary presents the minutes of the regular Board Meeting of **September 27, 2023**, as distributed and recommends them for approval and adoption.

Moved by (1 st) and seconded (2 nd)			1 st				2 nd
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y	Y			Y	Y

III. COMMITTEE REPORTS

- **Executive**—Claudia Morgan, Kanesha Jones, DaVisha Pratt, Felicia Kennedy
- **Personnel**- Jakora Holman, Kanesha Jones, DaVisha Pratt, Felicia Kennedy
- **Finance & Building**-Claudia Morgan, DaVisha Pratt, Linda Mambelli, Sheree Sanders-Jones, Felicia Kennedy, Estelle Cadet – **Mtg on 10/23/23 @ 9am. Report from S. Sanders-Jones**
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Kristin Zink, Jasmine Marshall-Butler, Nyema Roddy **Mtg. on 10/25/23 @ 5:30pm. Report from Jasmine Marshall-Butler**
- **Policy**-Claudia Morgan, Jakora Holman, John Thorp, DaVisha Pratt, Felicia Kennedy
- **Attendance/Discipline**- Kevin Elam, Shanna Armour, Kristin Zink, Nyema Roddy
- **Nominating Committee**-Claudia Morgan, Angela Martinez, Kevin Elam, DaVisha Pratt, Felicia Kennedy

IV. NEW BUSINESS:

A. DISCUSSION/INFORMATION ITEMS

1. Anti-Bullying Awareness Week of Respect; October 3rd, Anti-Violence Awareness – Week of October 16th, School Spirit Week of October 23-27th.
 - Anti-Bullying Bill of Right 2022-23 Report by Nyema Roddy, Culture & Climate Supervisor
2. Asbury Park School District’s Proof of Residency Update

Closed Executive Session: To discuss:

- Temporary School Bus Driver

Moved by (1 st) and seconded (2 nd)		1 st	2 nd				
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y	Y			Y	Y

Go into a Closed Executive session at 6:46 PM.

Moved by (1 st) and seconded (2 nd)		2 nd	1 st				
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y	Y			Y	Y

Go into Open Public session at 7:05 PM.

Resolution(s) resulting from executive session, voted separately.

Resolution 10-23B3: BE IT RESOLVED The Board of Trustees of Hope Academy Charter School, County of Monmouth, State of New Jersey during a public meeting approves Al Mayro of Modell to be the temporary school bus driver of record.

Move to approve and adopt Resolution resulting from Closed session: 10-23B3

Moved by (1 st) and seconded (2 nd)			1 st				2 nd
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y	Y			Y	Y

V. RESOLUTIONS:

A. Financial:

1. **Resolution 10-23A1:** Approves the **Monthly Disbursements for October and Payrolls for Sept. 29th & Oct. 15th** as presented.
<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:00d2f997-1bb1-336c-959a-02d9da2396b7>
<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:73f5e330-ba53-30d9-8239-5b5ca5c29b1f>
<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:3cb2d291-9350-3f2e-bc87-147b1f2f5257>
<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:8103fb2f-e188-384f-840a-20874395f96b>
2. **Resolution 10-23A2:** Approves the **Unaudited Board Secretary Report for August 2023 & September 2023** as presented.
3. **Resolution 10-23A3:** Approves the **Treasurer’s Report for August 2023 & September 2023** as presented.
4. **Resolution 10-23A4:** Approves the **Budgetary Transfers for August 2023 & September 2023** as presented.
5. **Resolution 10-23A5:** Approves the **Budgetary Transfer from the Fund Balance to the Capital Outlay (Building Improvement line#80) acct# 12-000-400-721-000-00 in the amount of \$633,153.58** as presented.
6. **Resolution 10-23A6:** Approves the **School Business Administrator to approve payment of bills between Board Meetings** in accordance with N.J.A.C. 18A:19-4.1 for the 2023-24 SY. Resolution to be presented for approval in the month of June for each upcoming school year.
7. **Resolution 10-23A7:** Approves the **HSA contribution for the 2023-24SY in the amount of \$1,000.** per employee participating in year 2 or more of the HSA benefit program. Amount to be reviewed annually to determine budget bearing. (General Fund)

8. **Resolution 10-23A8:** Approves the following **purchases to support our homeless families**. To be paid out in November, December, March & April while listed as homeless. (Grant Funds)

- Grocery Store Gift Cards @ \$100 p/child
- Gas Gift Cards @ \$50 p/ child

B. Personnel

1. **Resolution 10-23B1:** Approves the **additional substitute teachers, substitute nurses, substitute secretary and substitute cafeteria/custodial aides** for the 2023-24 SY.

Name	Position	Rate
Arlene Faloba	Teacher	\$200. p/day
Juliette Serrano	Staff Support/Sub Secretary	\$25. p/hr

2. **Resolution 10-23B2:** Approves the following **payroll stipends** to be paid on **Oct. 31st & Nov. 15th**, as presented. (General & Grant Fund)

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:e5cbf367-c349-3ee4-a86e-f39f9541996e>

C. Miscellaneous:

1. **Resolution 10-23C1:** Approves the **monthly security drills** as presented.

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:3298d4a5-e208-3e90-aa6e-cacb200472c8>

2. **Resolution 10-23C2:** Approves the School Grade under the **HIB Anti-bullying Bill of Rights Act for 2022-23** by October 31, 2023.

3. **Resolution 10-23C3:** Approval of the **Field Trips** for the **2023-24SY** as presented.

4. **Resolution 10-23C4:** Approves the **Nutrition Committee** for the **2023-2024SY** as follows:

- a. Felicia Kennedy: SBA
- b. Yessica Rivera: Business Office Secretary
- c. Rocio Reano: Parent
- d. Aline Braga, School LPN
- e. Jennifer Klein: Registered Dietician/Nutritionist RWJ Barnabas
- f. Jamie Rizzo, ESL Teacher
- g. John Thorp / Rasa Hayes: PE Teachers

D. Vendor Contracts:

1. **Resolution 10-23D1:** Approves the contract for **Donna Torres as the Finance Consultant to provide Professional Development** from September 2023 - December 2023 at an hourly rate of \$125.00, **not to exceed \$2500.** (General Fund)
2. **Resolution 10-23D2:** Approves the **revised** payment for **recruitment support services** (such as face painters) at the rate of \$15/hour for students and from **\$50 to \$75/hour for staff**, to be paid out of CSP grant not to exceed \$5,000 for the year. (Grant Funds)
3. **Resolution 10-23D3:** Approves the **Hybridge Learning Group** contract for (BCBA) evaluation, and supervision; (ABA) therapist instruction for one special education student at the following rates: \$142 per hour for BCBA program coordination and supervision. \$55 per hour for ABA instruction. Progress to be reevaluated at the end of December. (General Fund)

E. Policies/Curriculum:

1. **Resolution 10-23E1:** Approval and re-adoption of the following policies:

Policy #	Policy Name	NJSBA Date Updated	HACS Board Adopted	HACS Board Re-Adopted
4152/4252	Vacation Policy for 12 Month Employees			10/25/2023
5131	Conduct and Discipline Policy	Nov. 2021		10/25/2023
5131.1	Harassment, Intimidation and Bullying (HIB) Policy	Sept. 2023		10/25/2023
5131.5 P 5131.5 LR	Vandalism	Sept. 2023		10/25/2023
6142.2 P 6142.2 LR	ESL Bilingual	Sept. 2023		10/25/2023

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

Move to approve and adopt Resolutions: 10-23A1-A8; 10-23B1-B2; 10-23C1-C4; 10-23D1-D3; 10-23E1

Moved by (1st) and seconded (2nd)		2nd	1st				
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y	Y			Y	Y

I. PUBLIC COMMENTS: None

Motions to open the public comment session:

Moved by (1st) and seconded (2nd)							
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:							

Motions to close the public comment session:

Moved by (1st) and seconded (2nd)							
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:							

VII. BOARD COMMENTS: None

VIII. MEETING ADJOURNED AT 7:10 PM

Moved by (1 st) and seconded (2 nd)		1 st					2 nd
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y	Y			Y	Y