

REGULAR MEETING OF THE BOARD OF TRUSTEES

Minutes



**October 26, 2022
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 on July 23, 2022 to the Asbury Park Press, July 28, 2022 to the Coaster and the Asbury Park Municipal Hall, and posted at the school. A copy of this notice is available upon request.

I. MEETING CALLED TO ORDER 6:04 PM.

Flag Salute

Public present: Y. Rivera (IP)

Roll Call: The Board of Trustees met hybrid @ Hope Academy Charter School and via live stream WebEx, available to the public via our school website. (IP) = Inperson / (R) = Remote

P- (R)	P- (IP)	A	A	A	P- (R)	P- (R)	P- (IP)	P- (IP)
Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kaneshia 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 26, 2022: 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

II. MINUTES

The secretary presents the minutes of the Board Meeting on **September 28, 2022**, 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

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. Scheduled 10/4/2022 @ 11:30am) Estelle Cadet reported the proposal for di cara rubino architects. The timeline and costs associated in preparation of the contracts necessary to begin work on the 5th fl renovation.**
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Kristin Zink, Jasmine Marshall-Butler, Nyema Roddy **(Mtg. Scheduled 10/25/2022 @ 1:30pm) Jasmine Marshall-Butler gave brief report of the school’s current curriculum and the potential revisions forthcoming.**
- **Policy**-Claudia Morgan, Jakora Holman, John Thorp, DaVisha Pratt, Felicia Kennedy **(Plan date for Nov. Mtg. pending Policy 4144 review)**
- **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 October 3rd/ Anti-Violence Awareness – Week of October 17th
2. Plan for nursing coverage

Closed Executive Session: N/A

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:							

Go into a Closed Executive session at PM.

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:							

Go into Open Public session at PM.

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

Move to approve and adopt Resolution resulting from Closed session: 10-22____

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:							

V. RESOLUTIONS:

A. Financial:

1. **Resolution 10-22A1:** Approval of **Monthly Disbursements for October and Payrolls for Sept. 30th & Oct. 15th** as presented.
2. **Resolution 10-22A2:** Approval of **Unaudited Board Secretary Report for Year To Date August 2022** as presented.
3. **Resolution 10-22A3:** Approval of **Treasurer’s Report for July and August 2022** as presented.
4. **Resolution 10-22A4:** Approval of the **budgetary transfers for July 2022** as presented.
5. **Resolution 10-22A5:** Approval of 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 2022-23 School Year.
6. **Resolution 10-22A6:** Approval of the proposal from **di cara rubino architects** for the estimated construction cost to be approximately \$650,000. - \$800,000. Depending on the final scope of renovation and mechanical HVAC design for the 5th fl. Project. In addition to di cara rubino’s service fee proposal as follows:
 - a. **Schematic Design\$12,500.**
 - b. **Design Development.....\$8,000.**
 - c. **Construction Documents.....\$24,000.**
 - d. **Bidding / Negotiation.....\$3,000.**
 - e. **Contract Administration.....\$12,500.**

B. Personnel

1. **Resolution 10-22B1:** Approval of the hiring for the following **new staff** starting the 2022-23 School Year.

Name	Position	Salary
Theresa Bowers	4 th Grade Teacher	\$ 52,500

2. **Resolution 10-22B2:** Approval of **professional development and mileage** as presented.

C. Miscellaneous:

1. **Resolution 10-22C1:** Approval of **monthly security drills** as presented

Campus 1		
Fire Drill: Grades 1-4 will exit the building using the main entrance 5-8 will exit the building using the side door. Campus 2: K exit building using main door and side exit door.	Entire School (all staff, faculty, and students)	10/21/22 @ 9:00am
Emergency Drill: (Lockdown) Staff lock themselves and students inside the classrooms and hide, from view.	Entire School (all staff, faculty, and students)	10/24/22 @ 1:50pm

Campus 2		
Fire Drill: Grades 1-4 will exit the building using the main entrance 5-8 will exit the building using the side door. Campus 2: K exit building using main door and side exit door.	Entire School (all staff, faculty, and students)	10/21/22 @ 8:30am
Emergency Drill: (Lockdown) Staff lock themselves and students inside the classrooms and hide, from view.	Entire School (all staff, faculty, and students)	10/24/22 @ 2:00pm

2. **Resolution 10-22C2:** Approval of the School Grade under the **Anti-bullying Bill of Rights Act for 2021-22** by October 31, 2022.
3. **Resolution 10-22C3:** Approval of the **Nutrition Committee** for the 2022-2023 school year as follows:
 - a. Felicia Kennedy: SBA
 - b. Cynthia Jackson: Food Services Support
 - c. Yessica Rivera: Bilingual School Secretary
 - d. Rocio Reano: Parent
 - e. Jennifer Klein: Registered Dietician/Nutritionist RWJ Barnabas
 - f. Cindy Norkus: MS Special Education Teacher
 - g. John Thorp / Rasa Hayes: PE Teachers

D. Vendor Contracts:

1. **Resolution 10-22D1:** The Board approval of **Konscious Youth Development and Service (KYDS)** as a vendor for 2022-2023 to partner with Hope Academy for TLC, Staff Professional Development, and Parent Meetings at an amount not to exceed \$31,400.
2. **Resolution 10-22D2:** The Board approval of the proposal for **Mr. D & Friends** as a vendor for the months of October through December to partner with Hope Academy by provide ongoing school culture and climate support through morning/community gatherings, student lunch groups and holiday visits at an amount not to exceed \$2000.00.
3. **Resolution 10-22D3:** The Board approval of **Kimberly Franzo, MSN, Certified School Nurse** to be the **school nurse of record** from Oct. 27, 2022 – June 30, 2023, to be paid in monthly increments of \$1250.00. Not to exceed \$10,000.
4. **Resolution 10-22D4:** The Board approval of **Hook'd on Promotions** to provide social media management and marketing for student recruitment. To be paid a one-time fee of \$450 after services are rendered.

E. Policies/Curriculum: None

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

Move to approve and adopt Resolutions: 10-22A1-A6; 10-22B1-B2; 10-22C1–C3; 10-22D1-D4

Moved by (1st) and seconded (2nd)		1ST					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:	Y	Y				Y	Y

VI. 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:							

Comments by Board: None

MEETING ADJOURNED AT 6:38 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