

REGULAR MEETING OF THE BOARD OF TRUSTEES

Minutes



**November 16, 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 6:04PM.

Flag Salute

Public present: Y. Rivera (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 (R)	P (IP)	P (R) @ 6:20pm	P (R)	P (R) @ 6:10pm	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 November 16, 2022: Motions and votes

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		Y

II. MINUTES

The secretary presents the minutes of the Board Meeting on **October 26, 2022**, as distributed, and recommends them for approval and adoption.

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		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
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Kristin Zink, Jasmine Marshall-Butler, Nyema Roddy
- **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. CSA Report - Vocabulary Parade
2. 5th FI Renovation Project Update – Engineering team from French & Parrello Associates came in on 11/10/22 for a site visit to take measurements and survey the existing conditions for the renovation.
3. Board Members mandated trainings and committees

Closed Executive 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:							

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 the Open Public session at PM.

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

Move to approve and adopt Resolution resulting from Closed session: 11-22_____

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 11-22A1:** Approval of **Monthly Disbursements for October and Payrolls for Oct. 31st & Nov. 15th** as presented.
2. **Resolution 11-22A2:** Approval of **Unaudited Board Secretary Report for September 2022** as presented.
3. **Resolution 11-22A3:** Approval of **Treasurer’s Report for September 2022** as presented.
4. **Resolution 11-22A4:** Approval of the **budgetary transfers Year to Date October 2022** as presented.
5. **Resolution 11-22A5:** Approval of the payment of bi-annual **Health Waivers totaling \$20,312.24** for employees that elected to forgo the health care coverage, payable on December 15th payroll.
6. **Resolution 11-22A6:** Approval of the **2021-22 ESEA, IDEA AND CARES final expenditure reports, acceptance of funds, carryover, and write-offs.**
7. **Resolution 11-22A7:** Approval of the **“Fiscal 22 Grant Recap Report,”** including receipt of funds and budgets carried to 2022-23.
8. **Resolution 11-22A8:** Approval of the acceptance the funds from the state of NJ for **Charter and Renaissance School Project Emergent and Capital Maintenance funds for 2022-23 totaling \$39,715.**

B. Personnel

1. **Resolution 11-22B1:** Approval of the hiring for the following **new staff** starting the 2022-23 School Year.

Name	Position	Salary
Gillian Bazel	Kindergarten Teacher	\$51,750
Adelaida Lopez	Secretary	\$42,500

2. **Resolution 11-22B2:** Approval of **professional development and mileage** as presented.
3. **Resolution 11-22B3:** Approval of the **stipend for Barbara Lloyd** for additional responsibilities for CST needs in the amount of **\$500** to be paid out on May 31, 2023.
4. **Resolution 11-22B4:** Approval the following **payroll stipends** to be paid on **December 15th and December 30th** as presented:
5. **Resolution 11-22B5:** Approval of the **extension** for the **temporary substitute contract for Barbara Klein** through to **November 15, 2022**.
6. **Resolution 11-22B6:** Approval of the **Temporary Long-Term substitute teacher / P/T marketing & recruitment support contract for Barbara Klein** from **November 16, 2022 – June 16, 2023**.

C. Miscellaneous:

1. **Resolution 11-22C1:** Approval of **monthly security drills** as presented.
2. **Resolution 11-22C2:** Approval of the **annual renewal of registration** for the **System for Award Management (SAM)** to ensure continued eligibility for federal awards and grants.

D. Vendor Contracts: None

E. Policies/Curriculum:

1. **Resolution 11-22E1:** The Board approval of the following adjustment to the **incentive/vacation pay critical policy 4151.1, 4251.1 for 2022-23 school year contingent upon budget**, due to COVID-19 and difficulty finding substitutes.
 - a. Incentive Sick Pay:

	Current policy (per day)	New rate for 2022-2023
Certificated Staff		
Full-time	\$100	\$200
Supervisors	\$150	\$300
Part-time (under 25 hrs/week)	\$50	\$150
Non-Certificated Staff		
Full-time	\$75	\$175
Part-time (under 25 hrs/week)	\$25	\$125
CSA/SBA	\$200	\$400

b. Vacation Pay: Increase vacation pay for up to 10 unused days, previously 5.

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

Move to approve and adopt Resolutions: 11-22A1-A8; 11-22B1-B6; 11-22C1-C2; 11-22E1

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	Y	Y

VI. Public Comments:

Motions to open the public comment session:

Moved by (1 st) and seconded (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:							
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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:

MEETING ADJOURNED AT 6:33PM

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	Y	Y