

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

,

**Minutes**



**February 22, 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 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, L. Mambelli, P. Howell, J. Kuc, M. Ottaviano, S. Hargrove & A. Russell**

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 (R)	A	P (R)	P (R) @ 6:07pm	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 February 22, 2023: Motions and votes**

Moved by (1 <sup>st</sup> ) and seconded (2 <sup>nd</sup> )		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
<b>Vote:</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>		<b>Y</b>	<b>Y</b>	<b>Y</b>

**II. MINUTES**

The secretary presents the minutes of the Board Meeting on **January 25, 2023**, as distributed, and recommends them for approval and adoption.

Moved by (1 <sup>st</sup> ) and seconded (2 <sup>nd</sup> )			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
<b>Vote:</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>		<b>Y</b>		<b>Y</b>

**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 2/16/23 @ 11:30am Report from E. Cadet**
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Kristin Zink, Jasmine Marshall-Butler, Nyema Roddy
- **Policy**-Claudia Morgan, Jakora Holman, DaVisha Pratt, Felicia Kennedy **Mtg on 2/17/23 @ 1pm Report from C. Morgan**
- **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 – 2023-24 School Calendar
2. Year 2 of three-year Board Approved Salary Guide (2024-2025)
3. Facilities Update
4. CSP Update (Budget, Strategic Planning)

**B. TEACHER PRESENTATIONS**

- Pallas Howell
- Jessica Kuc
- Shannon Hargrove
- Maria Ottaviano
- Amanda Russell

**Closed Executive Session:** To discuss critical policy.

**Go into a Closed Executive session at 6:43PM**

Moved by (1 <sup>st</sup> ) and seconded (2 <sup>nd</sup> )		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
<b>Vote:</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>		<b>Y</b>	<b>Y</b>	<b>Y</b>

**Go into the Open Public session at 6:58PM**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>		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
<b>Vote:</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>			<b>Y</b>	

**Note: Board Member Kanesha Jones absent from vote to return to open public meeting.**

**Member returned to public meeting @ 7pm**

**Noe: Board Member Estelle Cadet left meeting @ 6:50pm**

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

**Move to approve and adopt Resolution resulting from Closed session: 2-23\_\_\_\_\_**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>							
	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
<b>Vote:</b>							

**V. RESOLUTIONS:**

**A. Financial:**

1. **Resolution 02-23A1:** Approval of **Monthly Disbursements for January and payrolls for January 31st and February 15th** as presented.
2. **Resolution 02-23A2:** Approval of **Unaudited Board Secretary Report for January 2023** as presented.
3. **Resolution 02-23A3:** Approval of **Treasurer's Report for January 2023** as presented.
4. **Resolution 02-23A4:** Approval of **Budgetary Transfers for January 2023** as presented.
5. **Resolution 02-23A5:** Approval of **various purchased services in preparation of the 5<sup>th</sup> fl renovation location** prior to the start of the project **not to exceed \$30,000.**

#### **B. Personnel**

1. **Resolution 02-23B1:** The Board approves the **professional development and mileage** as presented.

#### **C. Miscellaneous:**

1. **Resolution 02-23C1:** Approval of **monthly security drills** as presented.
2. **Resolution 02-23C2:** The Board approval of the **school calendar for the 2023-24 fiscal school year.**
3. **Resolution 02-23C3:** Approval to submit an application for the **Mary Borden grant**, deadline March 15th, to be used for the creation of an afterschool K-2nd program and the Math program, if awarded.
4. **Resolution 02-23C4:** Approval of the submission of the **Annual Charter/Renaissance School Fiscal Questionnaire** to the NJDOE Office of Charter and Renaissance Schools.

#### **D. Vendor Contracts:**

1. **Resolution 02-23D1:** Approval to engage **PKF O'Connor Davies LLP** to **calculate and amend tax returns for the ERC credit for 2020** at a cost **not to exceed \$15,000** to be paid out of the general fund. The estimated ERC credit is ~\$150,000-\$200,000.

- 2. **Resolution 02-23D2:** Approval for **Inspired Instruction, LLC** to provide PD for classroom teachers focused on NJSLA testing; (2) full day coaching and (3) ½ day workshops for the amount of **\$8900.00**.

**E. Policies/Curriculum: First Read on critical policy: 4152/4252**

- 1. **Resolution 2-23E1:** Approval and re-adoption of the following policies:

<b>Policy #</b>	<b>Policy Name</b>	<b>NJSBA Date Update</b>	<b>HACS Board Adopted</b>	<b>HACS Board Re-Adopted</b>
3542.2	School Meal Program Arrears			2/22/2023

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

**Move to approve and adopt Resolutions: 02-23A1-A5, 02-23B1, 02-23C1-C4, 02-23D1-D2, and 02-23E1**

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

**V. Public Comments:**

**Motions to open the public comment session:**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>							
	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
<b>Vote:</b>							

**Motions to close the public comment session:**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>							
	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
<b>Vote:</b>							

**Comments by Board:**

**MEETING ADJOURNED AT 7:00PM**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>	<b>2nd</b>				<b>1st</b>		
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	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
<b>Vote:</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>		<b>Y</b>	<b>Y</b>	