

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

Minutes



**March 29, 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 6:03PM.**

**Flag Salute**

**Public present:** Y. Rivera, L. Mambelli, N. Smith, D. Soriano, T. Tyson, J. Thorp, R. Hayes, Mr. P. Lattibourdere (Board Attorney)

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)	P (R) @ 6:12pm	P (IP)		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 March 29, 2023: Motions and votes**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>		<b>1<sup>st</sup></b>	<b>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>	<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 **February 22, 2023**, as distributed, and recommends them for approval and adoption.

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>		<b>2<sup>nd</sup></b>	<b>1st</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>	<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 **Mtg. 3/27/23 @8:30am. Mrs. Jones to report**
- **Finance & Building**-Claudia Morgan, DaVisha Pratt, Linda Mambelli, Sheree Sanders-Jones, Felicia Kennedy, Estelle Cadet **Mtg. 3/28/23 @ 12pm. Mrs. Sanders-Jones to report.**
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Kristin Zink, Jasmine Marshall-Butler, Nyema Roddy

- **Policy**-Claudia Morgan, Jakora Holman, 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. CSA Report – 2023-24 School Calendar, CSP update, State Testing, and Saturday Parents Academy.
2. 2021-22 ACFR Update
3. Budget Presentation 2023-24 SY – Ms. Kennedy, School Business Administrator
4. Facilities update – Mr. P. Lattiboudere, Board Attorney

**B. TEACHER PRESENTATIONS:**

- Nicole Smith
- Dawn Soriano
- Tara Tyson
- John Thorp
- Rasa Hayes

**Closed Executive 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	Kanasha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
<b>Vote:</b>							

**Go into a Closed Executive session at PM.**

<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>							

**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: 3-23\_\_\_\_\_**

<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 03-23A1:** Approval of **Monthly Disbursements for February and payrolls for February 28th and March 15th** as presented.
2. **Resolution 03-23A2:** Approval of **Unaudited Board Secretary Report for February 2023** as presented.
3. **Resolution 03-23A3:** Approval of **Treasurer’s Report for February 2023** as presented.

4. **Resolution 03-23A4:** Approval of **Budgetary Transfers for February 2023** as presented.
5. **Resolution 03-23A5:** Approval of the **2023-24 Hope Academy Charter School Fiscal Budget**, including Operating Budget Template, Cash Flow, and Budget Narrative to be submitted to the DOE by March 31, 2023.
6. **Resolution 03-23A6:** Approval of the results of the **2021-22 financial audit** disclosing no findings, including the ACFR and Auditor's Management Report as **presented by Meshinsky & Associates, LLC**.
7. **Resolution 03-23A7:** Approval of the **electronic submission** of the Annual Comprehensive Financial Report (ACFR), Auditor's Management Report (AMR), and the **Auditor's Peer Review Letter** to ACFR Repository in NJHomerom.

#### **B. Personnel**

1. **Resolution 03-23B1:** Approval of the **professional development and mileage** as presented.
2. **Resolution 03-23B2:** Approval of the **resignation of Mrs. Theresa Bowers**, 4th Grade Teacher effective March 31, 2023.

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

1. **Resolution 03-23C1:** Approval of **monthly security drills** as presented.
2. **Resolution 03-23C2:** Approval of the **Board Meeting dates for the 2023-24 school year** as presented.
3. **Resolution 03-23C3:** Approval of the **Custodial Holiday schedule for the 2023-24 school year** as presented.

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

1. **Resolution 03-23D1:** Approval of the School Business Administrator to prepare and administer the Request for Proposals process to **procure a Food Service Management Company for the 5-year cycle beginning SY 2023-24**.
2. **Resolution 03-23D2:** Approval of the School Business Administrator to prepare and administer the Request for Proposals process to **procure a school bus or van for the SY 2023-24**.

3. **Resolution 03-23D3:** Approval of the School Business Administrator to prepare and administer the Request for Proposals process to **procure a modular library for the SY 2023-24.**
  
4. **Resolution 03-23D4:** Approval of the award for the **E-Rate Proposal from Altice Lightpath for CAT I 300 mbps of Internet Fiber at 500 Grand Ave. (Campus 2)** in the monthly amount of \$1,070 before applying a 90% E-Rate discount for eligible services beginning July 1, 2023 through June 30, 2026.
  
5. **Resolution 03-23D5:** Approval of the proposal for **Mr. Rashaad Pratt (Civil Engineer; EIT),** as a vendor March 2023 - May 2023 to partner with Hope Academy to provide **Afterschool STEM Enrichment/Accelerated learning to students.** Work with students in-person and virtually estimated 30 hours, **not to exceed \$2400.** To be paid in 2 installments (Note: students will earn community services hours as well)

**E. Policies/Curriculum:**

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

**Move to approve and adopt Resolutions: 03-23A1-A6, 03-23B1-B2, 03-23C1-C3, 03-23D1-D5**

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

**V. Public Comments:**

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

