

SPECIAL MEETING OF THE BOARD OF TRUSTEES

Minutes



**August 30, 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 6:06PM.

Flag Salute

Public present: Yessica Rivera (IP), Linda Mambelli (R), Mychal Mills (KYDS) (IP), Rodney Salomon (KYDS) (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 (IP)	P (IP)	P (IP)	P (R)	P (R)	P (R) @ 6:34PM	P (R) @ 6:10PM	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 August 30, 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 Board Meeting on **August 16, 2023**, 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, DaVisha Pratt, Felicia Kennedy
- **Attendance/Discipline**- Kevin Elam, Shanna Armour, Kristin Zink, John Thorp, Nyema Roddy
- **Nominating Committee**-Claudia Morgan, Angela Martinez, Kevin Elam, DaVisha Pratt, Felicia Kennedy

IV. NEW BUSINESS:

A. DISCUSSION/INFORMATION ITEMS:

1. KYDS end of summer program presentation
2. CSA Report – Upcoming CSP visit and Enrollment
3. Board Member Mandated Training

4. Insurance Policy revision to include the School Bus
5. Facilities Update - 5th fl. Renovation
6. ESSER III Budget Amendment Review
7. Update on ERC application - accepted and funds are received totaling \$215,672.58

V. RESOLUTIONS:

A. Financial:

1. **Resolution 08-23A1:** Approves the **Monthly Disbursements for July and August as presented and payrolls** for June 30th, July 15th, July 30th, and August 15th.
<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:f7377b0b-b43b-308e-a255-7e7e83d18c05>
2. **Resolution 08-23A2:** Approves the **Unaudited Board Secretary Report** for June 2023 as presented.
3. **Resolution 08-23A3:** Approves the **Treasurer's Report** for June 2023 as presented.
4. **Resolution 08-23A4:** Approves the **Budgetary Transfers** for June 2023 as presented.
5. **Resolution 08-23A5:** Approves the **application and accepts the funds for the NJ High Impact Tutoring Grant.**
6. **Resolution 08-23A6:** Approves the **Budget for the NJ High Impact Tutoring Grant** as follows:
 - a) Instructional Salaries: \$44,589
 - b) FICA Benefits: \$3,411
7. **Resolution 08-23A7:** Approves the **budget amendment for ESSER III (ARP) Grant** as presented
8. **Resolution 08-23A8:** Approves the **payment of \$50 Amazon gift cards** to each staff participating in recruiting events outside of school hours that meet the following conditions:
 - a) Participate the entire time of the event
 - b) Administrators are not eligible
 - c) Limited to number of staff needed for the event as set by the administrators during recruitment team meetings
 - d) Staff being paid for the event (ex. face painters) are not eligible

9. **Resolution 08-23A9:** Approves submission of a **City of Asbury Park Special Event Application** including a \$500 deposit and \$50 application fee.

B. Personnel:

1. **Resolution 08-23B1:** Approves of the hiring for the following **New Staff** starting the 2023-24 School Year.

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Kiaranina Liwag	Art Teacher	\$49,000

2. **Resolution 08-23B2:** Approves the following **payroll stipends** to be paid on **Sept. 15th & Sept. 30th.** (General & Grant Fund)

<u>EMPLOYEE</u>	<u>PAYOUT DATE</u>	<u>PAYMENT AMOUNT</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>
Kristin Zink	Sept. 15, 2023	\$2000	Administrative work during the summer months	General Fund
DaVisha Pratt	Sept. 15, 2023	\$3000	Additional administrative work during the summer regarding matrix/job description/renewal application	General Fund
Felicia Kennedy	Sept. 15, 2023	\$3000	Additional administrative work during the summer regarding matrix/job description/renewal application	General Fund
Linda Mambelli	Sept. 15, 2023	\$1000	Additional administrative work during the summer regarding matrix/job description/renewal application	General Fund
Maria Ottaviano	Sept. 15, 2023	\$1250	Title IIA technology PD + Realtime schedule support	Title IA
Dawn Soriano	Sept. 30, 2023	\$1375	Assessment analysis / NJSLA PD	ESSER III - Accelerated Learning

3. **Resolution 08-23B3:** Approves **Professional Development and Mileage** as presented.

4. **Resolution 08-23B4:** Approves the following **substitute teachers, substitute nurses, and substitute cafeteria/custodial aides** for the 2023-24 SY.

Name	Position	Rate
Helen Hayes	Cafeteria/Custodial	\$16. p/hr
Andrea Bailey	School Nurse	\$150. p/day
Jessica Quinn	Secretary	\$25. p/hr
Barbara Klein	Teacher	\$100. p/day
Rashaad Pratt	Teacher	\$100. p/day
Cynthia Jackson	Teacher	\$100. p/day

C. Miscellaneous:

1. **Resolution 08-23C1:** Approves the exceeded cost in the amount of \$925 for additional staff training in preparation for the **targeted student virtual tutoring program**, an extension of Summer Surge 2023 beginning July 17, 2023 through August 18, 2023. Original approval on June 28, 2023 was not to exceed a total cost of \$14,000.00. (ESSER III summer learning).
2. **Resolution 08-23C2:** Approves **Hope Academy staff** the allowability for their **children** in grades K-8 **to enroll and attend Hope Academy Charter School.**

D. Vendor Contracts:

1. **Resolution 08-23D1:** Approves the proposal for **Parksure Pro Contracting LLC.** to complete additional painting of campus 2 in preparation for the 2023-24 school year for the amount of \$1,500. (General Funds)
2. **Resolution 08-23D2:** Approves **Kimberly Franzo, MSN, Certified School Nurse** to be the **school nurse of record** for the 2023-24 SY, to be paid in monthly increments of \$1250.00. Not to exceed \$10,000.
3. **Resolution 08-23D3:** Approves the agreement with **Lakehouse Music Academy** to provide music instruction for the 2023-24 school not to exceed \$31,000 for the year. (General Fund)
4. **Resolution 08-23D4:** Approves the following **Support Service Agreements** for the **2023-24 SY to be paid out of IDEA grant (until grant funds are exhausted) and General Fund.**

Dove Therapy	Speech Therapy Services	\$79.p/hr for weekly services and \$315.p/student evaluation
Miriam Skydell & Associates	Occupational Therapy Services	\$130. p/hr for weekly services and \$450. p/student evaluation
Dawn Fowler	Behaviorist	\$50.p/hr. Not to exceed \$5000.

5. **Resolution 08-23D5:** Approves of the proposal for **Hill Archive** to store and manage archived retention records off site at a monthly rate of .25 cents per/box stored, plus a one time fee of \$1710 for the initial box purchase, reboxing, labeling and transportation handling.(General Fund)
6. **Resolution 08-23D6:** Approves the month-to-month proposal for **Drop The Beet Farms** to provide Aquaponic Services for the 202-24 SY. Not to exceed \$2200. (Grant Fund)

E. Policies / Curriculum: None

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

Move to approve and adopt Resolutions: 08-23A1-A9; 08-23B1-B4; 08-23C1-C2; 08-23D1-D6

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	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:

VII. BOARD COMMENTS:

VIII. MEETING ADJOURNED AT 6:52 PM

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