

Meeting Book - Foundation Academies August 30, 2017 Board Meeting

Foundation Academies Board Meeting

I. Opening Items

A. Call The Meeting to Order

Presented By: Mr. Allan Kehrt / Allan Kehrt called a meeting of the board of trustees of Foundation Academy Charter School to order on Wednesday, August 30, 2017, at 6:32 PM in Room G35 (Basement) of 363 West State Street, Trenton, NJ 08618. Present- Mr. Reid McCarthy, Dr. Todd Kent, Ms. Grecia Montero, Ms. A. Mindy Fernandez-Sheinbaum, Ms. Jacqui Griffith, Mr. Patrick Hall, Mr. Allan Kehrt. Absent - Ms. Jessica Gamble

Presented
By: Mr.
Allan Kehrt

B. Pledge Of Allegiance

Presented
by: Mr.
Allan Kehrt

C. Record Attendance and Guests

Staff present: Chris Lessard, Sheria McCrae, Markita Floyd, Graig Weiss, and Barbara Zjawin, in the capacity of secretary to the board.
Public present: None

D. Sunshine Law

The New Jersey Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Foundation Academy Charter School Board of Trustees has caused notice of this meeting to be publicized by having the date, time and place thereof posted in the Trenton Times and Trentonian newspapers. Formal action may take place at this meeting.

Presented
by: Mr.
Allan Kehrt

E. Brief Updates, Progress on Strategic Goals

Graig
Weiss and
Allan Kehrt

1. Identify best practices and strategies to improve the talent recruitment and retention at Foundation Academies .
2. Increase understanding of risks and best practices for functioning with limited government funding.
3. Develop Board Members into ambassadors by enhancing Board recruitment, increasing Board philanthropy, and attracting influencers to our mission.

a. Discussion of Potential New Board Members

- i. Jacqueline Asplundh
- ii. Keith Hone
- iii. Paris McLean
- iv. Steve Silverman

F. Mission Moment

G. Public Participation

II. Committee Reports

A. Academics, Culture, and Talent Committee

Todd Kent

B. Development Committee

C. Finance and Facilities Committee

1. Finance Packet

a. 2017-08-28 Finance Committee Agenda.pdf

III. Consent Agenda Items

A. Approve Minutes

1. July 26, 2017 FABOT minutes
2. August 18, 2017 FABOT minutes

B. Accept Donations as presented and attached

Accept, with sincerest gratitude, the following donations as presented and attached.

1. Shirley Turner, \$33.33 for facilities, credit card (8/21/17)
2. Anne Mindy Fernandez-Sheinbaum, \$200.00 for facilities, credit card (8/17/2017)
3. Preston Sargent, \$350.00, credit card (8/10/2017)
4. Harriette Brainard, \$10.00, credit card (8/10/2017)
5. Anonymous, \$15,000, check (8/9/2017)
6. Todd Kent, \$25.00, credit card, (8/1/2017)
7. Jessica Gamble, \$10.00, credit card (8/1/17)
8. Elizabeth Muoio, \$33.33 for lunch for volunteers, check (7/31/17)
9. Reed Gusciora, \$33.33 for lunch for volunteers, check (7/26/2017)
10. Brett Shiel, \$30.00 for facilities, credit card (7/25/2017)
11. Support for Playground Build
 - a. \$100.00 Giant Foodstores
 - b. \$100.00 Giant gift card from Oxford Communications
12. August 2017 Donations and Grants.xlsx

C. Approve Staff Hires

Approve all new hires assuming successful completion of criminal and background clearances, as presented and attached:

Vote

Lolade
Onashile

1. 2017-18 Salaried Positions

- a. Annette Howard as Novice Teacher
- b. Dawn Wolfson as Career Teacher
- c. Sylvia Kay as Career Teacher
- d. Ashley Becker as Paraprofessional
- e. Jennifer Klass as Paraprofessional
- f. Rachelle Holmes as Custodian
- g. Shalik Stills as Custodian
- h. August 30 - FABOT FINAL.docx

2. 2017-18 Non-Salaried Positions

- a. Tahir Henry as Part-Time Facilities Associate
- b. Bailie Gregory as Part-Time Teacher

3. 2017-18 Stipends

- a. Shanta Street for Home Instruction
- b. Kimberly Heil for Home Instruction
- c. Lorrie Weaver for Home Instruction
- d. Ashley Navalany for Home Instruction
- e. Rose Time for Home Instruction
- f. Bonnie Phillips for Home Instruction
- g. Corrinde John for Home Instruction
- h. Kathleen Griffo for Home Instruction
- i. Monina Martin for Home Instruction
- j. Valeen Vaccaro for Home Instruction
- k. Christian Torino as Middle School Athletic Coordinator
- l. Emmanuel Koffi as Head Middle School Soccer Coach
- m. Cintella Spotwood as Head Middle School Boys Basketball Coach
- n. Melissa Embly-Ryba as Head High School Cheerleading Coach

- o. Kevin Ovalle as Co-Head High School Boys Soccer Coach
- p. Amir Fralin as Co-Head High School Boys Soccer Coach
- q. Vianney Anzures as Co-Head High School Girls Soccer Coach
- r. Andrew DeLuise as Co-Head High School Girls Soccer Coach
- s. Alexis Zmijeski as Fundraising Coordinator

D. Accept Resignations

1. Accept the resignation of Crystal Martin, Learning Disabilities Teacher Consultant, effective September 26, 2017.
 - a. Crystal Martin - Resignation.pdf
2. Accept the resignation of Christina Watson, Career Teacher, effective September 22, 2017.
 - a. Christina Watson - Resignation.pdf
3. Accept the resignation of Ashley Rodriguez, Career Teacher, effective October 9, 2017.
 - a. Ashley Rodriguez - Resignation.pdf

E. Accept Termination

1. Accept the termination of Jennely Ayala, Part-Time Custodian, effective August 31, 2017.

F. Approve the requested change in hours and salary of employment for Matthew Francis, Leader of Student Culture, from 7:30am- 4:30pm and \$61,089 to 7:45am-4:30pm and \$59,373, effective September 1, 2017.

G. Approve the one-time performance bonus in the amount of \$550 for for Kimberly Heil, Novice Teacher, effective September 1, 2017.

H. Approve the title and salary adjustment for Carlos Castro, from Temporary Maintenance Worker and \$25 per hour to Part-Time Maintenance Worker and \$35 per hour, not to exceed 25 hours per week, effective September 1, 2017.

I. Approve the salary adjustment for Amalia Batista, Custodian, from \$22,565 to \$25,565, effective September 1, 2017

J. Approve the leave period for Ahmed Ali-Awadallah, Career Teacher, effective August 8, 2017 until

October 2, 2017.

- K. Approve the temporary hour change for Milton Jones, Part-Time Custodian, from 25 hours per week to 33 hours per week, effective August 31, 2017.
- L. Approve the term and salary change for Siani Crowell, Home Office Intern from 11 months and \$13 per hour to 12 months and \$15 per hour, not to exceed 25 hours per week, effective September 1, 2017.
- M. Approve the following staff salaries paid through federal grant Vote Tara Pepe
Approve staff salaries being paid through federal grant as presented and attached.
1. Staff Receiving a Portion of Salary Through Grant 17-18.docx
- N. Approve Staff Travel for Professional Development Vote Tara Pepe
Approve the following staff travel for professional development:
1. August PD Requests.pdf
2. 1. John Salvetta to attend the College Board Forum 2017 in New York City on October 25, 2017 through October 27, 2017 for a total cost not to exceed \$1,662.71 plus the cost of ground transportation per Board policy.
3. 2. Markita Floyd to attend "The Art of Coaching Teams" in Jersey City, NJ on November 7, 2017 to November 9, 2017 for a total cost not to exceed \$1,100.00 plus the cost of ground transportation per Board policy.
- O. Accept Board Secretary Report Vote Christopher Lessard
Approve the July Board Secretary Report as presented and attached.
1. Board Sec Report_7.31.17.pdf
- P. Accept Board Treasurer Report Vote Christopher Lessard
Approve the July Board Treasurer Report as presented and attached.
1. July Treasureres Report.pdf
- Q. Accept Budget Adjustments and Transfer Date 7/31/17 Vote Christopher Lessard
Approve the budget adjustments with a transfer date of July 31, 2017 as presented and attached.
1. Budget Adj 7.31.17.pdf
- R. Approve Certification of Accounts Vote Christopher Lessard
Certification of Accounts
Pursuant to N.J.A.C. 6A:23A-16.1 0 (c) 3, I certify that as of July 31, 2017 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

Christopher Lessard

August 30, 2017
Date

Board Certification of Accounts
RESOLVED After review of the Secretary's and Treasurer's reports for July 31, 2017 and based upon consultation with and representations of the appropriate district officials (Secretary, Treasurer and Chief Executive Officer), the Board of Trustees of Foundation Academy Charter School pursuant to N.J.A.C. 6A:23A-16.10(c)4 has ascertained to the best of our knowledge and ability, with the information provided, that no major account (Current Expense, Capital Outlay) has been over-expended and that sufficient funds are available to meet the Charter School's financial obligations for the remainder of the fiscal year, and hereby certifies the Charter School's financial plan (the budget) as approved is being followed as revealed in the financial reports.

S. Approve Bill List

Vote

Tara Pepe

Approve the July 27, 2017 to August 30, 2017 bills list in the amount of \$1,346,909.63 as presented and attached.

1. August Check Register.pdf

T. Approve Gross Payrolls

Vote

Tara Pepe

Approve the gross payrolls for July 31, 2017 in the amount of \$170,238.43, for August 15, 2017 in the amount of \$413,964.95 and for August 16, 2017 in the amount of \$3,060.39 as presented and attached.

1. 7.31.17 Payroll Report.pdf
2. 8.15.17 Payroll Report.pdf
3. 8.16.17 Payroll Report.pdf

U. Approve participation in the National Joint Powers Alliance Purchasing Cooperative

Vote

Christopher Lessard

BOARD RESOLUTION

Authorizing
Participation in the National Joint Powers Alliance Purchasing Cooperative

WHEREAS, the Foundation Academy Charter School, COUNTY OF Mercer, STATE OF NEW JERSEY ("Board") has elected to join the National Purchasing Cooperative (the "Cooperative") operating as "National Joint Powers Alliance", a program created for the benefit of school districts and other governmental entities nationwide; and

WHEREAS, the Board is authorized to enter into the National Purchasing Cooperative by executing the National Purchasing Cooperative Organizational Inter-local Agreement (which is incorporated herein by reference) pursuant to New Jersey P.L. 2011, c.139 (N.J.S.A. 52:34-6.2(b)(3)); and

WHEREAS, the Board desires to participate and join with other governmental entities in the discharge of their respective public and governmental purposes, objectives, needs, programs, functions and services relative to purchasing;

NOW, THEREFORE, BE IT RESOLVED, that Foundation Academy Charter School, COUNTY OF Mercer, STATE OF NEW JERSEY, hereby authorizes the Purchasing Agent to execute the National Purchasing Cooperative Organizational Inter-local Agreement.

BE IT FURTHER RESOLVED, that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument.

1. BOARD RESOLUTION-NJPA.doc

<p>V. Approve submission of an amendment to the IDEA application Approve the submission of an amendment to the FY18 IDEA application</p>	<p>Vote</p>	<p>Tara Pepe</p>
<p>W. Approve submission of the FY18 ESEA Application, refusing Title III and Title III Immigrant funds Approve the submission of the Fiscal Year 2018 ESEA application, along with the refusal of Title III and Title III Immigrant funds, and accept the grant award of these funds upon subsequent approval of the application.</p>	<p>Vote</p>	<p>Tara Pepe</p>
<p>X. Approve Field Trips Approve the following field trips:</p> <ol style="list-style-type: none"> 1. 1. The High School will sponsor a field trip to the Princeton-Blairstown Center on September 12, 2017 to September 13, 2017 for approximately 150 students. 2. 2. The High School will sponsor a field trip to Mt. Tammany on September 23, 2017 for approximately 50 students. 	<p>Vote</p>	<p>Tara Pepe</p>
<p>Y. Approve field trip venue contract Approve the contract with the Princeton-Blairstown Center to serve as the venue for a high school overnight field trip for a total not to exceed \$6,160.00 as presented and attached.</p> <ol style="list-style-type: none"> 1. PBC Contract.pdf 	<p>Vote</p>	<p>Tara Pepe</p>
<p>Z. Approve prom venue contract Approve the contract with The Boathouse at Mercer Lake to serve as the venue for the high school Prom as presented and attached.</p> <ol style="list-style-type: none"> 1. Prom Contract.pdf 	<p>Vote</p>	<p>Tara Pepe</p>
<p>AA. Approve LDT-C service provider contract Approve the contract with Odalis DeLaTorre of Creative Learning Services, LLC to provide as needed LDT-C services as presented and attached.</p> <ol style="list-style-type: none"> 1. LDT-C Contract.pdf 	<p>Vote</p>	<p>Tara Pepe</p>
<p>AB. Approve staffing agency service contract Approve the contract with General Healthcare Resources, LLC to provide as needed staffing services as presented and attached.</p> <ol style="list-style-type: none"> 1. Foundation Academies - GHR 2017-2018.pdf 	<p>Vote</p>	<p>Tara Pepe</p>
<p>AC. Appoint Naimah Tucker as Homelessness Liaison</p>	<p>Vote</p>	
<p>AD. Approve Fall Sports Schedules Approve the fall sports schedules for middle school and high school as presented and attached.</p> <ol style="list-style-type: none"> 1. High School Fall 2017 Soccer Schedule.pdf 2. Middle School Fall 2017 Soccer Schedule.docx 	<p>Vote</p>	<p>Tara Pepe</p>
<p>AE. Approve Rick Bus Company transportation contracts Approve the following transportation contract:</p> <p>FASRA2018-03 with Rick Bus Company for sports practice transportation for a total cost not to exceed \$8,184.00 as presented and attached</p>	<p>Vote</p>	<p>Tara Pepe</p>

1. FASRA2018-03 Board Approval.docx

AF. Approve the solicitation of transportation bids

Vote

Tara Pepe

Approve the solicitation of transportation bids for field trips for the 2017-18 school year.

AG. Accept the resignation of April Gonzalez, Career Teacher, effective October 7, 2017

1. April Gonzalez - Resignation.pdf

2. FOUND-001 Resolution accepting Resignation (00768131-2x7DCB6) - Gonzalez.doc

AH. Approve First Student transportation contract

Vote

Tara Pepe

Approve the following transportation contract:

FASRA2018-04 with First Student, Inc. for sports and field trip transportation for a total cost not to exceed \$6,961.40 as presented and attached.

1. FASRA2018-04 Board Approval.docx

AI. Approve A-1 Limousine transportation contract

Vote

Tara Pepe

Approve the following transportation contract:

FASRA2018-05 with A-1 Limousine for sports and field trip transportation for a total cost not to exceed \$8,683.61 as presented and attached.

1. FASRA2018-05 Board Approval.docx

IV. Resolved/Motion/Roll Call Vote

Grecia Montero made a motion to RESOLVED that the Board of Trustees accept the recommendation to the Chief Executive Officer to approve the above-identified consent agenda items numbered 083017-V.A. through 083017-V.AI. Reid McCarthy seconded the motion. The board voted unanimously to approve the motion.

V. Executive Session

None held.

VI. Appendices

VII. Closing Items

Reid McCarthy made a motion to Adjourn Meeting. Grecia Montero seconded the motion. The board VOTED unanimously to approve the motion. There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:29 PM. Respectfully Submitted, B. Zjawin