

# Meeting Book - Foundation Academies June 27, 2018 Board Meeting

## Foundation Academies Board Meeting

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### I. Opening Items

#### A. Call The Meeting to Order

Todd Kent called a meeting of the board of trustees of Foundation Academy Charter School to order on Wednesday, June 27, 2018 at 6:34 PM in Room G35 (Basement) of 363 West State Street, Trenton, NJ 08618. Present - Allan Kehrt, Todd Kent, Grecia Montero (exited at 6:32 PM), Paris McLean, Jacqui Griffith, Patrick Hall, Stephen Silverman. Absent - Jessica Gamble.

Presented  
by: Mr.  
Allan Kehrt

#### B. Pledge Of Allegiance

Presented  
by: Mr.  
Allan Kehrt

#### C. Record Attendance and Guests

Staff present: Graig Weiss, Barbara Zjawin, Chris Lessard, and Rachael Binz, in the capacity of secretary to the board. Public present:

#### D. Sunshine Law

In accordance with the New Jersey Open Public Meetings Act, notice of this meeting of the Foundation Academy Charter School Board of Trustees has been given 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. Mission Moment

1. [Finesse](#)

#### F. Public Participation

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### II. Committee Reports

#### A. Academics, Culture, and Talent Committee

Todd Kent

#### B. Development Committee

Jacqui  
Griffith

#### C. Finance and Facilities Committee

Stephen  
Silverman

##### 1. Finance Packet

- a. 2018-06-25 Finance Committee Agenda.pdf

2. Outdoor Renderings - 363 W. State St.

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### III. Consent Agenda Items

#### A. Approve Minutes

1. May 23, 2018 Board Meeting Minutes

#### B. Accept Donations as presented and attached

1. Todd Kent, \$50.00, Credit Card (6/20/2018)
2. Patrick Hall, \$10.00, Credit Card (6/12/2018)

3. Anonymous, \$500.00 for Laura and Louis Widman Literacy Award, Check, (5/24/2018)
4. Paul and Anne Disdier, \$500.00, Check (5/25/2018)
5. Wells Fargo Foundation Educational Matching Gifts Program (Alexander Zbinden), \$480.00, Check (5/29/2018)
6. Laura and Stephen Heil, \$250.00 for National Honor Society, Check (6/4/2018)
7. Scott Heil, \$120.00 for National Honor Society (6/21/2018)
8. Joanna Herrera, \$60.00 for Service Learning (11/2/2017)
9. Meghan Colarusso, \$52.50 for Service Learning (11/20/2017)
10. Adrian Colarusso, \$120.00 for Service Learning (1/4/2018)
11. Joanna Herrera, \$120.00 for Service Learning (1/31/2018)
12. June Donations and Grants.xlsx

C. Approve Staff Hires

Vote

Lolade  
Onashile

1. Dana Conklin as Novice Teacher
2. Samantha Millard as Career Teacher
3. Robert Burns as Career Teacher
4. Kirstin Kearns as Talent Associate
5. Nicholas Fucello as Novice Teacher
6. Adam Kowalski as Novice Teacher
7. Shadura Lee as Career Teacher
8. Joezer Antoine as Leader of Student Culture
9. June Talent Items

D. Approve 2018 - 2019 Stipends

Vote

Lolade  
Onashile

1. Sara Landau as Roster Chair
2. Valeen Vaccaro as Summer Assistant
3. Sara Landau as School Testing Coordinator
4. Kali Beth Erstein as School Testing Coordinator

5. Melissa Embly-Ryba as High School Cheerleading Head Coach
6. Andrew DeLuise as Co-Head High School Girls Soccer Coach
7. Vianney Anzures as Co-Head High School Girls Soccer Coach
8. Melvin Weldon as High School Boys Basketball Head Coach
9. Ryan Kiple as Strings Coach
10. Elisabeth Pope as Project-based Writer
11. Shea Lightfoot as Middle School Summer Coordinator

E. Approve training days for the following staff at the rate of \$100 per day	Vote	Lolade Onashile
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1. Samantha Millard
2. Robert Burns
3. Kirstin Kearns
4. Nicholas Fucello
5. Adam Kowalski
6. Shadura Lee
7. Joezer Antoine

F. Accept the resignations from the following staff as presented and attached:	Vote	Lolade Onashile
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1. Accept the resignation of Vanessa Ovalle, Teacher, effective June 30, 2018.
  - a. Resignation Letter - V. Ovalle.docx
2. Accept the resignation of Patricia Petritus-Lasater, Teacher, effective June 30, 2018.
  - a. P. Lasater - Resignation.pdf
3. Accept the resignation of Tonya Clark, Teacher, effective June 30, 2018.
  - a. T. Clark - Resignation.pdf
4. Accept the resignation of Kevin Ovalle, Teacher and Athletic Director, effective June 30, 2018.
  - a. K. Ovalle - resignation.pdf
5. Accept the resignation of Oluwafemi Odunlami, Teacher Fellow, effective June 30, 2018.

<b>G. Approve Staff Travel for Professional Development</b> Approve the following staff travel for professional development:	<b>Vote</b>	<b>Tara Pepe</b>
<ol style="list-style-type: none"><li>1. Natasia Shuford to participate in the "Understanding Trauma: Reaching and Teaching Children with Trauma" webinar for a total cost not to exceed \$75.00 as presented and attached.</li><li>2. Shea Lightfoot to attend The Ron Clark Academy Experience in Atlanta, GA from July 19, 2018 to July 20, 2018 for a total cost not to exceed \$1,739.00, plus the cost of ground transportation per Board policy.</li><li>3. Misbah Mahmood to attend the Responsive Classroom Course for Elementary Educators in New York, NY on July 24, 2018 through July 27, 2018 for a total cost not to exceed \$1,604.00, plus the cost of ground transportation per Board policy.</li><li>4. Shea Lightfoot to attend the Uncommon Schools Dean of Students workshop in Newark, NJ on July 26, 2018 through July 27, 2018 for a total cost not to exceed \$1,000.00, plus the cost of ground transportation per Board policy.</li><li>5. Jonathan Hofmann to attend the ALICE Instructor Certification Course in Colonia, NJ on August 21, 2018 through August 22, 2018 for a total cost not to exceed \$595.00, plus the cost of ground transportation per Board policy.</li><li>6. June PD Requests.pdf</li></ol>		
<b>H. Accept Board Secretary Report</b> Approve the May Board Secretary Report as presented and attached.	<b>Vote</b>	<b>Christopher Lessard</b>
<ol style="list-style-type: none"><li>1. Board Sec Report 2018-05.pdf</li></ol>		
<b>I. Accept Board Treasurer Report</b> Approve the May Board Treasurer Report as presented and attached.	<b>Vote</b>	<b>Christopher Lessard</b>
<ol style="list-style-type: none"><li>1. Treasurers Rept 2018-05.pdf</li></ol>		
<b>J. Accept Budget Adjustments and Transfer Date 5/31/18</b> Approve the budget adjustments with a transfer date of May 31, 2018 as presented and attached.	<b>Vote</b>	<b>Christopher Lessard</b>
<ol style="list-style-type: none"><li>1. Budget ADJ 2018-05.pdf</li></ol>		
<b>K. Approve Certification of Accounts</b> Certification of Accounts Pursuant to N.J.A.C. 6A:23A-16.1 0 (c) 3, I certify that as of May 31, 2018 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.	<b>Vote</b>	<b>Christopher Lessard</b>

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Christopher Lessard

June 27, 2018

Date

Board Certification of Accounts

RESOLVED After review of the Secretary's and Treasurer's reports for May 31, 2018 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-16.1 0 (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.

**L. Approve Bill List**

Vote

Tara Pepe

Approve the May 31, 2018 through June 27, 2018 bills list in the amount of \$1,073,808.98 as presented and attached.

1. June Check Register.pdf

**M. Approve Gross Payrolls**

Vote

Tara Pepe

Approve the gross payrolls for May 31, 2018 in the amount of \$378,748.93 and for June 15, 2018 in the amount of \$385,918.63 as presented and attached.

1. 5-31-18 Payroll Report.pdf
2. 6-15-18 Payroll Report.pdf

**N. Approve FSMC Revised Contract**

Vote

Tara Pepe

BE IT RESOLVED THAT THE BOARD OF TRUSTEES of Foundation Academy Charter School upon recommendation of the Business Administrator approves the renewal of the Food Service Management Company contract with Maschio Food Service for managing the food service program for the 2018-2019 school year: - Management fee for FY 2019: \$20,600.00 -Profit guarantee of \$30,000.00

**O. Approve AmeriHealth renewal rates**

Vote

Tara Pepe

Approve the rate renewal with AmeriHealth for employee benefits as presented and attached.

1. 2018 Foundation renewal package @ 6% comp SIGNED.pdf

**P. Approve Professional Medical Staffing contract**

Vote

Tara Pepe

Approve the contract with Professional Medical Staffing. LLC to provide substitute nursing services as needed for the 2018-19 school year as presented and attached.

1. Foundation Academy contract.pdf

**Q. Approve the 10 Rutgers Place Purchase and Sales Agreement**

Vote

Graig Weiss

RESOLUTION OF FOUNDATION ACADEMY CHARTER SCHOOL, INC. AUTHORIZING THE PURCHASE OF A PORTION OF THE PROPERTY LOCATED AT 10 RUTGERS PLACE AND THE EXECUTION AND DELIVERY OF A PURCHASE AGREEMENT AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Foundation Academy Charter School, Inc., a New Jersey non-profit corporation ("Foundation") owns and operates the school facility located at 363 West State Street, Trenton, New Jersey 08618 (the "School"); and

WHEREAS, Plevy & Plevy Real Estate Holdings, LLC, a New Jersey limited liability company ("Seller"), owns that certain property located

adjacent to the School, known as a portion of 10 Rutgers Place, Trenton, New Jersey, Block 2401, Lots 5 and 5.01 on the tax maps of the City of Trenton (the "Property"); and

WHEREAS, Foundation has determined that it would be beneficial to acquire the Property for use in support of its operations at the School in connection with the construction of an athletic field and the relocation of the student pick up and drop off area; and

WHEREAS, Seller desires to sell the Property to Foundation for a purchase price of One Hundred Fifty Thousand Dollars (\$150,000) (the "Purchase Price"); and

WHEREAS, Foundation and Seller desire to enter into the Purchase and Sale Agreement, substantially in the form attached hereto as Exhibit A, setting forth the terms and conditions for such sale (the "Purchase Agreement"); and

NOW THEREFORE, BE IT RESOLVED BY FOUNDATION ACADEMY CHARTER SCHOOL, INC. as follows:

Section 1. The above recitals are incorporated herein by reference.

Section 2. Foundation hereby approves and authorizes the acquisition of the Property for the Purchase Price and further authorizes the all investigative and environmental assessment work and the preparation of the Property for the contemplated use as open, play, athletic and/or transportation space for the School.

Section 3. Foundation hereby approves the Purchase Agreement, substantially in the form attached hereto as Exhibit A and authorizes the execution and delivery of such Purchase Agreement. Each of the Chief Executive Officer, Board President or School Business Administrator (each an "Authorized Officer") of Foundation are each hereby authorized to execute and deliver the Purchase Agreement and any and all documents necessary to convey the Property to Foundation, and such Authorized Officer's signature is to be conclusive evidence of such approval.

Section 4. Each Authorized Officer is hereby further authorized to take such other actions or to execute such documents, instruments, affidavits, agreements or certificates as may be deemed necessary or desirable to acquire the Property, all in furtherance of authorizations set forth in this Resolution.

Section 5. Any actions taken prior to the date hereof with respect to the acquisition of the Property or the execution and delivery of the Purchase Agreement are hereby ratified and affirmed in all respects.

Section 6. This resolution shall take effect immediately.

1. FACS - Purchase and Sale Agreement (10 Rutgers Place).docx
2. Outdoor Renderings\_Including 2 Lots.pdf

**R. Approve the appointment of Weiner Law Group as Board counsel**

Vote

Tara Pepe

WHEREAS, Stefani Schwartz, Esq. serves as counsel to Foundation Academy Charter School; and

WHEREAS, Foundation Academy Charter School wishes to continue that representation seamlessly and without disruption; and

WHEREAS, commencing on or about June 18, 2018, Stefani Schwartz, Esq. will no longer practice with the Schwartz Edelstein Law Group but will instead practice with the Weiner Law Group, 629 Parsippany Rd, Parsippany, NJ 07054; now therefore

BE IT RESOLVED THAT, effective immediately the prior resolution appointing the Schwartz Edelstein Law Group as counsel is hereby amended to substitute the name of the Weiner Law Group. All other aspects of the Resolution will remain in full force and effect, and the Weiner Law Group will submit the required disclosure forms.

**S. Approve Report of Awarded Contracts**

Vote

Tara Pepe

Pursuant to PL 2015, Chapter 47, the Foundation Academy Charter School Board of Trustees intends to renew, award or permit to expire the attached contracts previously awarded by the Board of Trustees. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in

1. Annual Board Contract Approval Summary 2018.pdf

**T. Approve the submission of the IDEA Application**

Vote

Tara Pepe

Approve the submission of the IDEA application for Fiscal Year 2019, and accept the grant award of the funds upon subsequent approval of the FY 2019 IDEA application.

**U. Approve the submission of the ESEA application for the Fiscal Year 2019, and accept the grant award of these funds upon the subsequent approval of the FY 2019 ESEA Application.**

**V. Approve the Submission of the ESEA Annual School Plan.**

1. asp-cover-report30023 (2).pdf

**W. Confirm HIB Findings**

Vote

Barbara  
Zjawin

Affirm the findings of HIB investigations 122029\_FAI\_05302018 and 121772\_FAI\_05222018 as FOUNDED FOR ALL.

1. HibIncident (3).PDF

**X. Approve a change of test administration dates to May 29-30 of 2019 for the NJSLA-S in 5th and 8th grade.**

**Y. Approve a delayed start for untested high school students on October 17, 2018 to support PSAT administration.**

**Z. Approve a delayed start for untested high school students on May 20-21, 2019 to support NJSLA-S administration.**

**AA. Approve the addition of an iReady testing window from June 3-7, 2019 for all students**

**AB. Approve half days of school for high school students during the End of Year Project Presentation week from June 10-14, 2019.**

**AC. Approve the addition of a special day for Senior Signing Day for High School students, Carnival for Primary students, and Field Day for Intermediate and Middle School Students on June 7, 2019.**

**AD. Approve title and salary adjustments for the following staff as presented and attached:**

1. Correction: Correct the title for Brenda Martinelli from Novice Teacher to Career Teacher, effective August 3, 2017.
2. Correction: Correct the stipend amount and title for Kinny Del Priore, from \$188 per diem and Summer Academy Coordinator to \$225 per diem and Summer Academy Coordinator K-12, effective July 2, 2018.

3. Approve the stipend removal for Matthew Francis, Summer Academy Coordinator, effective June 28, 2018.
4. Correction: Correct the stipend amount of Kimberly Heil, Career-Based Internship Coordinator, from \$314 per diem to a total amount of \$2,960, effective July 2, 2018.

AE. Approve Summer Academy as an "LEA designed instructional learning module" to remediate Algebra I skills.

AF. Approve the first reading of Policy 5131.1: Harassment, Intimidation, and Bullying, as presented and attached.

1. 5131.1 Harassment Intimidation and Bullying (1).doc

AG. Approve the appointment of Borden Perlman as Risk Management Consultant/Broker for Foundation Academy Charter School	Vote	Tara Pepe
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AH. Approve facility use request Approve the request of the Boys and Girls Club of Mercer County to use the high school gym for basketball camp on July 2, 2018 and July 3, 2018 as presented and attached.	Vote	Tara Pepe
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1. Facility Use Request.pdf

AI. Re-establish coursework completed through Educere as an Option II program, and accept the final Chemistry grades and coursework from students 2852013 and 4372014 to fulfill credits towards high school graduation.

AJ. Acknowledge the total number of incidents reported in the Student Safety Data System for Fiscal Year 2018 Reporting Period 1 as presented and attached.

1. SSDS.docx

AK. Approve the appointment of Lorraine Sroka as School Safety Specialist

#### IV. Resolved/Motion/Roll Call Vote

Allan Kehrt 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 062718-III.A. through 062718-III.AK. Jacqui Griffith seconded the motion. The board voted unanimously to approve the motion.

#### V. Executive Session

#### VI. Appendices

#### VII. Closing Items

Allan Kehrt made a motion to Adjourn Meeting. Stephen Silverman 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 6:53  
PM. Respectfully Submitted, R. Binz