

Meeting Book - Foundation Academy September 26, 2018 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, September 29, 2018 at 6:07 PM in Room G36 (Basement) of 363 West State Street, Trenton, NJ 08618. Present-Todd Kent, Paris McLean, Jacqui Griffith, Patrick Hall, Allan Kehrt, Stephen Silverman. Absent - Grecia Montero.

Presented
by: Mr.
Allan Kehrt

B. Pledge Of Allegiance

Presented
by: Mr.
Allan Kehrt

C. Record Attendance and Guests

Graig Weiss, Kathleen Reilly Streicher, Melissa Campbell, Natasia Shuford, Leigh Ann Torcivia, Jennifer White, Jonathan Hofmann, Sheria McRae, and Rachael Binz, in the capacity of secretary to the board.

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. Brief Updates, Progress on 2018 - 2021 Strategies for Enhancing Board Impact

Kathleen
Reilly
Streicher

1. Strategies for Enhancing FABOT Impact

2. Fundraise * Connect * Advocate

a. Upcoming Events

i. Leadership Council Meeting after morning FABOT meeting

FABOT meeting begins at 7:45 AM. Council meeting immediately follows.

3. FABOT Status Discussion

Compliance, Training, Recruitment

F. Mission Moment

1. Three Perfect Scores on PARCC ELA Test

G. Public Participation

II. Discussion Items

A. Kathleen – Leadership Council Discussion

1. Leadership Council Discussion

2. 9.26.18 Fundraising Update.pdf

B. Natasia – Primary School, 2017-18 in Review and Looking Ahead

1. Board Presentation2018-19.pptx

C. Nick – Intermediate School, 2017-18 in Review and Looking Ahead

1. 9.26 Board Presentation.pptx

III. Committee Reports

A. Academics, Culture, and Talent Committee

Todd Kent

1. PARCC Performance Level Summary 2018.pdf
2. PARCC Performance Level Summary 2018- 3rd.pdf
3. PARCC Disaggregated Groups 2018.pdf
4. PARCC Disaggregated Groups- Number of Testers.pdf
5. PARCC Disaggregated Groups- Grade Level Breakdown.pdf

B. Finance and Facilities Committee

Stephen Silverman

1. Finance Packet

- a. 2018-09-24 Finance Committee Agenda.pdf
2. High School Project Progress Photos

IV. Consent Agenda Items

A. Approve Minutes

1. August 29, 2018 Board Meeting Minutes

B. Accept Donations as presented and attached

1. Patrick Hall, \$10.00, Credit Card (9/15/2018)
2. Todd Kent, \$50.00, Credit Card (8/20/2018)
3. September Donations and Grants

C. Accept the resignations from the following staff as presented and attached:

1. Accept the resignation of Nikiya Reid, Senior School Secretary, effective October 4, 2018.

D. Approve Staff Hires

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

Vote

Lolade Onashile

1. 2018-19 Salaried Positions

- a. Dasha Thomas as Paraprofessional
- b. Franklin Ferrara as Career Teacher
- c. Ky-Shah Smith as School Secretary

d. Teresa Mendenhall as School Secretary

2. 2018-19 Stipends

a. Christian Torino as MS Head Basketball Coach

3. September Talent Items

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

1. Correction: Approve the stipend removal of Talaya Woodall, Head Middle School Basketball Coach, effective September 1, 2018.
2. Correction: Approve the stipend removal of Talaya Woodall, Head Middle School Basketball Coach, effective September 1, 2018.
3. Correction: Approve the stipend removal of Devin Fergusson, Co-Head Middle School Cheerleading Coach, effective September 1, 2018.
4. Correction: Approve the stipend title and amount change of Emma Hansen from Co-Head Middle School Cheerleading Coach and \$520 to Head Middle School Cheerleading Coach and \$1,040, effective September 1, 2018.
5. Correction: Approve the stipend amount change or Melissa Embly-Ryba, Athletic Home Game Soccer Nurse, from \$750 to \$1,200 (\$100 per home soccer game), effective September 1, 2018.
6. Correction: Approve the salary change of Robert Burns, Career Teacher, from \$55,124 to \$60,124 effective, September 1, 2018.

F. Approve staff salaries paid through federal grant

Approve staff salaries being paid through federal grant as presented and attached.

Vote

Tara Pepe

1. Added Staff Receiving a Portion of Salary Through Grant 18-19.docx

G. Approve Staff Travel for Professional Development

Approve the following staff travel for professional development:

Vote

Tara Pepe

1. September Staff PD Requests.pdf
2. Damien Castagne to attend the Slack Frontiers Conference in New York City on October 4, 2018 for a total cost not to exceed \$199.99, plus the cost of ground transportation per Board policy.
3. Holly Sparks to attend the NCTM Regional Conference in Hartford, CT on October 4, 2018 to October 6, 2018 for a total cost not to exceed

\$840.50, plus the cost of ground transportation per Board policy.

4. Kimberly Heil to attend the "OSHA 10" training in Mays Landing, NJ on October 10, 2018 and October 11, 2018 for a total cost not to exceed \$258.00, plus the cost of ground transportation per Board policy.
5. Christina Mangus to attend the NJSCA Conference in Edison, NJ on October 11, 2018 and October 12, 2018 for a total cost not to exceed \$174.00, plus the cost of ground transportation per Board policy.
6. Kimberly Heil to attend the "Designing and Implementing Student Training Program" in Mays Landing, NJ on October 15, 2018 to October 17, 2018 for a total cost not to exceed \$375.00, plus the cost of ground transportation per Board policy.
7. Kimberly Heil to participate in the SLE Wage Training online course for a total cost not to exceed \$125.00.
8. John Salvetta to attend the HESAA Financial Aid Training Workshop at Stockton University in Galloway Township, NJ on October 18, 2018 for a total cost not to exceed \$0, plus the cost of ground transportation per Board policy.
9. Natasia Shuford and Davorea Thomas to attend the Autism NJ conference in Atlantic City, NJ on October 18, 2018 for a total cost not to exceed \$550.00, plus the cost of ground transportation per Board policy.
10. Jillian Brown, Dana Conklin, Loren McAlinden, Tashanna Prewitt and Jaclyn Pryor to attend the Autism NJ conference on October 18, 2018 and October 19, 2018 for a total cost not to exceed \$2,500.00, plus the cost of ground transportation per Board policy.
11. Natasia Shuford to attend the ASCD Conference on Educational Leadership in Nashville, TN on November 2, 2018 through November 4, 2018 for a total cost not to exceed \$1,799.50, plus the cost of ground transportation per Board policy.

H. Approve Staff Travel Paid by Grant

Approve the following staff travel funded by the John Spears' Alumni Relations Grant:

Vote

Tara Pepe

1. John Salvetta to conduct an alumni visit in Jacksonville, North Carolina on November 18,

2018 to November 20, 2018 for a total cost not to exceed \$313.50, plus the cost of ground transportation per Board policy.

I. Accept Board Secretary Report Vote Christopher Lessard
Approve the August Board Secretary Report as presented and attached.

1. Board Sec Report 2018-08.pdf

J. Accept Board Treasurer Report Vote Christopher Lessard
Approve the August Board Treasurer Report as presented and attached.

1. August Treasurers Rept 2018.pdf

K. Accept Budget Adjustments and Transfer Date 8/31/18 Vote Christopher Lessard
Approve the budget adjustments with a transfer date of August 31, 2018 as presented and attached.

1. Budget ADJ 08-31-18.pdf

L. 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 August 31, 2018 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

Christopher Lessard

September 26, 2018
Date

Board Certification of Accounts
RESOLVED After review of the Secretary's and Treasurer's reports for August 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.

M. Approve Bill List Vote Tara Pepe
Approve the August 30, 2018 to September 26, 2018 bills list in the amount of \$1,416,605.10 as presented and attached.

1. September Check Register.pdf

N. Approve Gross Payrolls Vote Tara Pepe
Approve the gross payrolls for August 31, 2018 in the amount of \$404,588.84 and for September 14, 2018 in the amount of \$408,671.04 as presented and attached.

1. 8.31.18 Payroll Report.pdf

2. 9.14.18 Payroll Report.pdf

O. Approve NJSIG ERIC-North Indemnity and Trust Agreement Vote Tara Pepe
Approve the NJSIG ERIC-North Indemnity and Trust Agreement as presented and attached.

1. NJSIG Indemnity and Trust and Agreement and Resolution to Join

P. Approve field trips

Vote

Tara Pepe

Approve the following student field trips:

1. The High School will sponsor a college tour trip to Rowan University on October 5, 2018 for approximately 50 students.
2. The High School Outdoor Adventure Club will sponsor an overnight camping trip on October 6, 2018 to October 7, 2018 for members of the OAC.
3. The High School will sponsor a civic service learning trip to Passage Theatre on October 11, 2018 for approximately 100 students.
4. The Primary School will sponsor field trips to Johnson's Farm in Medford, NJ on October 23, 2018 and October 31, 2018 for approximately 100 students each day.

Q. Approve fundraising activities

Vote

Tara Pepe

Approve the following student fundraising activities:

1. September Fundraising Requests.pdf
2. The High School Class of 2019 will collect \$35 per senior to be used to offset the cost for caps, gowns and tassels.
3. The High School Class of 2019 will sell t-shirts. All proceeds will be used to offset the cost of the Senior End of Year Trip and the Senior Prom.
4. The High School Student Government will sponsor Dress Down Fridays on 11/2/18, 1/11/19, 2/1/19, 3/8/19, 4/5/19, 5/10/19, 6/7/19 and 6/14/19. Proceeds will be used to fund various SGO activities planned throughout the year.

R. Approve professional services contract

Vote

Tara Pepe

Approve the professional services contract with Whitestone Associates, Inc. to conduct supplemental Phase II Site Investigation activities for 10 Rutgers Place for an amount not to exceed \$5,465.00 as presented and attached.

1. Whitestone Contract.pdf

S. Approve Speech and Occupational Therapy Contracts

Vote

Tara Pepe

Approve the contracts with Innovative Therapy Group, LLC to provide speech and occupational therapy services to students as needed per the students' individualized educational plans (IEPs) as presented and attached.

1. 2018-2019 OT Service Agreement SIGNED.pdf
2. 2018-2019 Speech Service Agreement(SIGNED).pdf

T. Approve the first reading of Policy 3542.2: School Meal Program Arrears

1. 3542 2 School Meal Program Arrears DRAFT.doc

U. Approve staffing agency contract

Vote

Tara Pepe

Approve the use of OfficeTeam, a staffing agency, to provide temporary staffing solutions for Foundation Academy Charter School as needed, per the attached terms and conditions.

1. OT sample TC.PDF

V. Approve the Teacher and Leader evaluation tools as presented and attached.

1. Leader Evaluation.pdf
2. Teacher Evaluation 18-19.pdf

V. Resolved/Motion/Roll Call Vote

Patrick Hall 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 092618-IV.A. through 092618-IV.V. Stephen Silverman seconded the motion. The board voted unanimously to approve the motion.

VI. Executive Session

None was held.

VII. Appendices

VIII. Closing Items

Paris McLean made a motion to Adjourn Meeting. Jacqui Griffith 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 8:04 PM.
Respectfully Submitted, R. Binz