

Meeting Book - Foundation Academy December 19, 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, December 19, 2018 at 6:05 PM in Room G36 (Basement) of 363 West State Street, Trenton, NJ 08618. Present- Allen Kehrt, Grecia Montero, Paris McLean, Todd Kent, Jacqui Griffith. Absent - Stephen Silverman

Presented
by: Mr.
Allan Kehrt

B. Pledge Of Allegiance

Presented
by: Mr.
Allan Kehrt

C. Record Attendance and Guests

Staff present: Graig Weiss, Jonathan Hofmann, Sheria McRae, Lolade Onashile, Chris Lessard, and Rachael Binz, in the capacity of secretary to the board. Public present: None

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

Allan Kehrt

1. Strategies for Enhancing FABOT Impact

2. Fundraise * Connect * Advocate

a. Upcoming Events

FCA concert tomorrow night at the Mayo Concert Hall at TCNJ. Doors open at 6:00 PM. Performance begins at 6:30 PM. Student panel and reception after the concert.

3. FABOT Status Discussion

Compliance, Training, Recruitment

Several members will be registered for training in January. All members will need to complete annual financial disclosures.

F. Presentations

1. CEO Presentation

2. Home Office Presentation

G. Public Participation

II. Committee Reports

A. Development Committee

Jacqui
Griffith

1. Fundraising Update

B. Finance and Facilities Committee

Stephen
Silverman

1. Finance Packet

- a. 2018-12-17 Finance Committee Agenda.pdf
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III. Executive Session

WHEREAS, the Open Public Meetings Act authorizes a public body to meet in closed session under certain limited circumstances; and WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such closed session; now, therefore BE IT RESOLVED, by the Foundation Academies Board of Trustees, that it does hereby determine that it is necessary to meet in closed session prior to the adjournment of this meeting to discuss personnel matters. BE IT ALSO RESOLVED, that the matters discussed will be made public when the need for such confidentiality no longer exists. The Board may reconvene in public session at the conclusion of the closed session. Action may be taken by the Board when Open Session resumes.

Motion: Jacqui Griffith Second: Grecia Montero

Start Time: 7:36 PM End Time: 7:46 PM

IV. Consent Agenda Items

A. Approve Minutes

1. November 28, 2018 meeting minutes

B. 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 Non-Salaried Positions

- a. Stephanie McMullen as Maternity Leave Replacement

2. 2018-19 Stipends

- a. Courtney Boone as Middle School Basketball Coach

3. December Talent Items

C. Renew the employment contracts of the following salaried staff as presented and attached, effective January 2, 2019.

1. Natasia Shuford as Principal
2. Nicholas Courtney as Principal
3. Sheria McRae as Chief Academic Officer

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

1. Accept the resignation of Joanna Bartholomew, Teacher Fellow, effective January 23, 2019.

- a. JB resignation letter.docx

E. Approve annual earned sick leave cycle Vote Tara Pepe
Pursuant to the Paid Sick Leave Act guidelines, approve the designation of the annual earned sick leave benefit year as commencing July 1 and concluding on June 30 to coincide with the fiscal year of the school.

F. Approve student teachers Vote Tara Pepe
Approve Candice Herken from Rider University; and Kylie Fine, Michael Morack and Larissa Woods from The College of New Jersey; to serve as student teachers at Foundation Academy in the Spring of 2019 as presented and attached.

1. C Herken.pdf
2. K Fine.pdf
3. M Morack.pdf
4. L Woods.pdf

G. Approve Staff Travel for Professional Development Vote Tara Pepe
Approve the following staff travel for professional development:

1. December Staff PD Requests.pdf
2. Nicholas Courtney to attend "Legal One: Responding to Kids in Crisis" in Monroe Township, NJ on January 23, 2019 for a total cost not to exceed \$0.00, plus the cost of ground transportation per Board policy.
3. Elisabeth Pope to attend "Strategies! Strategies! Strategies! Strengthen your Writing Instruction" in Cherry Hill, NJ on January 29, 2019 for a total cost not to exceed \$269.00, plus the cost of ground transportation per Board policy.
4. Ginnelle Sroka to attend the NASSP LEAD Conference in Arlington, VA on February 1, 2019 to February 3, 2019 for a total cost not to exceed \$559.46, plus the cost of ground transportation per Board policy.
5. Nicole Bradshaw to attend the Next Generation Science Standards Training in New Brunswick, NJ on February 13, 2019 and February 14, 2019 for a total cost not to exceed \$645.00, plus the cost of ground transportation per Board policy.
6. Carla Hill-Brady to attend the 5 Day NAPPI Train-the-Trainer Standard Certification Course in Clearwater, FL on February 24, 2019 to March 1, 2019 for a total cost not to exceed \$2,925.00, plus the cost of ground transportation per Board policy.

H. Accept Board Secretary Report Vote Christopher Lessard
Approve the November Board Secretary Report as presented and attached.

1. Board Sec Report 2018-11-30.pdf

<p>I. Accept Board Treasurer Report Approve the November Board Treasurer Report as presented and attached.</p> <p>1. Nov Treasurers Rept 2018.pdf</p>	<p>Vote</p>	<p>Christopher Lessard</p>
<p>J. Accept Budget Adjustments and Transfer Date 11/30/18 Approve the budget adjustments dated November 30, 2018 as presented and attached.</p> <p>1. Budget ADJ 11-30-18.pdf</p>	<p>Vote</p>	<p>Christopher Lessard</p>
<p>K. Approve Certification of Accounts Certification of Accounts Pursuant to N.J.A.C. 6A:23A-16.1 0 (c) 3, I certify that as of November 30, 2018 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.</p> <hr/> <p>Christopher Lessard</p> <p>December 19, 2018 Date</p> <p>Board Certification of Accounts RESOLVED After review of the Secretary's and Treasurer's reports for November 30, 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.</p>	<p>Vote</p>	<p>Christopher Lessard</p>
<p>L. Approve Bill List Approve the November 29, 2018 to December 19, 2018 bills list in the amount of \$1,298,050.10 as presented and attached.</p> <p>1. December Check Register.pdf</p>	<p>Vote</p>	<p>Tara Pepe</p>
<p>M. Approve Gross Payrolls Approve the gross payrolls for November 30, 2018 in the amount of \$414,141.09 and for December 14, 2018 in the amount of \$411,134.83 as presented and attached.</p> <p>1. 11.30.18 Payroll Reports.pdf</p> <p>2. 12.14.18 Payroll Reports.pdf</p>	<p>Vote</p>	<p>Tara Pepe</p>
<p>N. Reappoint the Public Agency Compliance Officer Reappoint Johanna Soto as the Foundation Academy Charter School Public Agency Compliance Officer for 2019</p>	<p>Vote</p>	<p>Tara Pepe</p>
<p>O. Approve field trips Approve student field trips as presented and attached.</p> <p>1. January-February Field Trips.docx</p>	<p>Vote</p>	<p>Tara Pepe</p>
<p>P. Approve concert venue contract Approve the contract with The College of New Jersey to serve as the venue for the Middle School Winter Instrumental Concert on January 24, 2019 as presented and attached.</p> <p>1. Middle School Winter Concert Contract.pdf</p>	<p>Vote</p>	<p>Tara Pepe</p>

Q. Approve Out of District Placement

Approve the placement of student 3993073025 at Garfield Park Academy for the 2018-19 school year. Foundation Academy Charter School will continue to maintain case management of the student and Trenton Public School District will be responsible for paying all tuition costs associated with the student placement.

R. Approve out of District Placement

Approve the placement of student 2750251807 at Garfield Park Academy for the 2018-19 school year. Foundation Academy Charter School will continue to maintain case management of the student and Trenton Public School District will be responsible for paying all tuition costs associated with the student placement.

S. Approve the maternity leave extension for the following staff as presented and attached:

- 1. Approve the maternity leave extension for Devin Fergusson, Teacher, starting December 20, 2018 and ending June 30, 2019.

T. Confirm HIB Findings

Affirm the result of HIB investigation 196131_FAC_12132018 as FOUNDED.

- 1. HIB Report

Vote

Barbara Zjawin

U. Approve staffing agency contract

Approve the contract with EDU Healthcare to provide staffing services as needed, as presented and attached.

- 1. Foundation Academy Contract.pdf

Vote

Tara Pepe

V. Approve the extended paid maternity leave for Catherine Bannister, Teacher.

V. 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 121818-III.A. through 121818-III.U. Patrick Hall seconded the motion. The board voted unanimously to approve the motion.

VI. Resolved/Motion/Role 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 121818-VI.A. Paris McLean seconded the motion. The board voted unanimously to approve the motion.

VII. Closing Items

Grecia Montero 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 7:48 PM. Respectfully Submitted, R. Binz