

Meeting Book - Foundation Academies May 23, 2018 Board Meeting

Foundation Academies Board Meeting

I. Opening Items

A. Call The Meeting to Order

Presented By: Dr. Todd Kent / Todd Kent called a meeting of the board of trustees of Foundation Academy Charter School to order on Wednesday, May 23, 2018 at 5:36 PM in Room G35 (Basement) of 363 West State Street, Trenton, NJ 08618. Present- Dr. Todd Kent, Ms. Grecia Montero, Mr. Paris McLean, Ms. Jacqui Griffith, Mr. Stephen Silverman. Absent - Mr. Patrick Hall, Mr. Allan Kehrt.

Presented
by: Mr.
Allan Kehrt

B. Pledge Of Allegiance

Presented
by: Mr.
Allan Kehrt

C. Record Attendance and Guests

Staff present: Graig Weiss, 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. Public Participation

II. Committee Reports

A. Academics, Culture, and Talent Committee

Todd Kent

B. Development Committee

Jacqui
Griffith
Stephen
Silverman

C. Finance and Facilities Committee

1. Finance Packet

a. 2018-05-21 Finance Committee Agenda.pdf

b. Map

III. Consent Agenda Items

A. Approve Minutes

1. May 15, 2018 Board Meeting Minutes

2. April 25, 2018 Board Meeting Minutes

B. Accept Donations as presented and attached

1. Todd Kent, \$50.00, Credit Card (5/20/2018)

2. Patrick Hall, \$10.00, Credit Card (5/15/2018)

3. Frank and Bobbie Marlowe, \$100.00, Check

(5/3/2018)

4. Paul J. Gerard and Mary E. Furey, \$250.00, Check (4/26/2018)
5. Wells Fargo Community Support Campaign, \$480.00, Check (4/26/2018)
6. First Book, in-kind donation of 60 new hardcover books (5/17/2018)
7. May donations and grants.xlsx

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

1. Accept the resignation of Venetia Birchmore, Instructional Dean, effective June 30, 2018.

a. V. Birchmore - Resignation.pdf

D. Approve Staff Hires

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

1. Amanda McConaghy as Career Teacher
2. Patrice Garrison as School Social Worker
3. Monica Klimek as Novice Teacher
4. May 23, 2018 Talent Items

Vote

Lolade
Onashile

E. Approve training days for the following staff at the rate of \$100 per day

1. Amanda McConaghy
2. Patrice Garrison
3. Monica Klimek

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

1. Correction: Correct the salary change for Catherine Bannister, Career Teacher, from \$62,730 to \$63,730, effective August 2, 2018.
2. Correction: Correct the salary change for Moriah Mendicino, Career Teacher, from \$56,500 to \$60,000, effective August 2, 2018.
3. Correction: Correct the salary change for Jessica Tatelbaum, Career Teacher, from \$64,800 to \$65,800, effective August 2, 2018.
4. Correction: Correct the title for David A. Barrera from Custodial Manager to Custodial Manager and Bus Driver, effective July 1, 2018.

G. Renew the employment contracts of the following SALARIED staff as presented and attached:

1. Eugene Underwood as Part-time Director of Communications

H. Renew the employment contracts of the following NON-SALARIED staff as presented and attached:

1. Siani Crowell as Home Office Intern

I. Approve 2017-2018 Stipends

1. Barbara Zjawin as District Anti-Bullying Coordinator

J. Approve 2018-19 Stipends

1. Nicole Amen-Ra as Summer Academy Teacher
2. Audrey Polites as School Testing Coordinator
3. Audrey Polites as Grade Level Chair
4. Danielle Janus as Grade Level Chair
5. Corin Rushing-Francis as School Summer Coordinator
6. Kali Beth Erstein as Grade Level Chair
7. Kinny Del Priore as Grade Level Chair
8. Monica Figuero-Marrero as Grade Level Chair
9. Ansha Clement as Grade Level Chair
10. Kimberly Heil as Grade Level Chair
11. Vianney Anzures Grade Level Chair
12. Shea Lightfoot as School Summer Coordinator
13. Barbara Zjawin as District Anti-Bullying Coordinator
14. Cintella Spotwood as Home Office Intern
15. Monina Martin as Summer Academy Teacher

K. Approve student teachers

Approve Candice Herken and Sophia Troche from Rider University to serve as student teachers for the 2019-20 school year as presented and attached.

1. Candice Herken.pdf
2. Sophia Torche.pdf

Vote

Tara Pepe

L. Approve Staff Travel for Professional Development

Approve the following staff travel for professional development:

1. May Staff PD Requests.pdf

Vote

Tara Pepe

2. Kathryn Zervos to attend the NJ TESOL Conference for ESL Professionals in New Brunswick, NJ on May 30, 2018 to June 1, 2018 for a total cost not to exceed \$354.00, plus the cost of ground transportation per Board policy.
3. Melissa Embly-Ryba to attend the NASN Annual Conference in Baltimore, MD on July 1, 2018 and July 3, 2018 for a total cost not to exceed \$410.00, plus the cost of ground transportation per Board policy.
4. Nicole Cassell to participate in an online course, "Teaching Reading to Struggling Students", from July 9, 2018 through July 29, 2018 for a total cost not to exceed \$595.00.
5. Sheria McRae to attend The 2 Day RCA Experience in Atlanta, GA on July 19, 2018 and July 20, 2018 for a total cost not to exceed \$1,100, plus the cost of ground transportation per Board policy.
6. Eric Bullock to attend "Responsive Classroom Course for Elementary School" 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.

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| <p>M. Accept Board Secretary Report
 Approve the April Board Secretary Report as presented and attached.</p> <p>1. Board Sec Report 2018-04 .pdf</p> | <p>Vote</p> | <p>Christopher Lessard</p> |
| <p>N. Accept Board Treasurer Report
 Approve the April Treasurer Report as presented and attached.</p> <p>1. April Treasurers Rept 2018.pdf</p> | <p>Vote</p> | <p>Christopher Lessard</p> |
| <p>O. Accept Budget Adjustments and Transfer Date 4/30/18
 Approve the budget adjustments with a transfer date of April 30, 2018 as presented and attached.</p> <p>1. Budget ADJ 2018-04-30.pdf</p> | <p>Vote</p> | <p>Christopher Lessard</p> |
| <p>P. Approve Certification of Accounts
 Certification of Accounts
 Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of April 30, 2018 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.</p> | <p>Vote</p> | <p>Christopher Lessard</p> |

Christopher Lessard

May 23, 2018
 Date

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

Q. Approve Bill List

Approve the April 26, 2018 through May 23, 2018 bills list in the amount of \$1,253,204.03 as presented and attached.

Vote

Tara Pepe

1. May Check Register.pdf

R. Approve Gross Payrolls

Approve the gross payrolls for April 30, 2018 in the amount of \$383,408.67, and for May 15, 2018 in the amount of \$377,016.95 as presented and attached.

Vote

Tara Pepe

1. 4.30.18 Payroll Report.pdf
2. 5.15.18 Payroll Report.pdf

S. Approve field trips

Approve the following student field trips:

Vote

Tara Pepe

1. The Intermediate School will sponsor a field trip to The Fun Plex on June 7, 2018 for approximately 80 students.
2. The Intermediate School will sponsor a field trip to the Popcorn Park Zoo and Jenkinson's Boardwalk on June 11, 2018 for approximately 80 students.
3. The Primary School will sponsor a field trip to the Philadelphia Zoo on June 12, 2018 for approximately 80 students.
4. The Primary School will sponsor a field trip to the Camden Aquarium on June 13, 2018 for approximately 80 students.
5. The Primary School will sponsor a field trip to the Land of Make Believe on June 14, 2018 for approximately 80 students.
6. The Intermediate School will sponsor a field trip to Hershey Park on June 15, 2018 for approximately 80 students.
7. The Middle School will sponsor a field trip to Six Flags Great Adventure on June 18, 2018 for approximately 100 students.
8. The Middle School will sponsor a field trip to Six Flags Great Adventure on June 19, 2018 for approximately 100 students.
9. The High School will hold Graduation at The

College of New Jersey on June 20, 2018.

T. Approve concert venue contract

Vote

Tara Pepe

Approve the contract with The College of New Jersey to serve as the venue for the Grade 5-8 Spring Instrumental Concert on June 14, 2018 for a total cost not to exceed \$6,385.00 as presented and attached.

1. 191778-2 Foundation Academies (6-14-18).pdf

U. Approve summer program contract

Vote

Tara Pepe

Approve the contract with The Learning Point, LLC to provide a Title I summer program for high school students for a total cost not to exceed \$11,250.00 as presented and attached.

1. Learning Point FCA Summer 2018 Agreement.pdf

V. Approve calendar adjustments to include 3 hour delays for grades 9, 10, and 12 on June 4, 2018 and June 5, 2018 to accommodate State Science exam testing.

W. Approve a calendar adjustment from 188 days of instruction to 187 days of instruction due to snow days.

X. Approve resolution to purchase adjoining property

RESOLUTION OF FOUNDATION ACADEMY CHARTER SCHOOL A NJ NONPROFIT CORPORATION AUTHORIZING THE PURCHASE OF PROPERTY ADJACENT TO SCHOOL PROPERTY AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Foundation Academy Charter School A NJ Nonprofit Corporation ("Foundation") owns property located at 363 W. State Street and 373-375 W. State Street in Trenton, NJ (together, the "School Property") for use in its operation of Foundation Primary, Intermediate and Middle Schools, each, a public charter school (together, the "School"); and

WHEREAS, Foundation has determined that it would be economically advantageous and beneficial to acquire the land and building on property adjacent to the School Property for uses in support of its operation of the School, including open space, recreational or athletic uses (the "Parcel"); and

WHEREAS, Foundation desires to acquire the Parcel for a purchase price not to exceed TWO HUNDRED THOUSAND DOLLARS (\$200,000) (the "Max Purchase Price"); and

WHEREAS, Foundation and the seller of the Parcel expect and intend to enter into a purchase and sale agreement setting forth the terms and conditions for the purchase and sale of the Parcel after mutual agreement of the Purchase Price; and

NOW THEREFORE, BE IT HEREBY RESOLVED BY FOUNDATION ACADEMY CHARTER SCHOOL A NJ NONPROFIT CORPORATION as follows:

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

Section 2. Foundation hereby approves and authorizes the acquisition of the Parcel for a price not to exceed the Max Purchase Price.

Section 3. The Chief Executive Officer of Foundation is hereby authorized to negotiate and determine the purchase price to be paid by Foundation for the Parcel, in an amount not to exceed the Max Purchase Price, and to execute and deliver such documents as may be necessary or desirable to evidence the agreement of such purchase price, the Chief Executive Officer's signature is to be conclusive evidence of such approval.

Section 4. The Chief Executive Officer is hereby authorize to prepare and negotiate the terms of a Purchase and Sale Agreement for the Parcel, the execution of which by Foundation shall be subject to the review and approval of the Board.

Section 5. Any actions taken prior to the date hereof with respect to the acquisition of the Parcel or the determination of the purchase price thereof are hereby ratified and affirmed in all respects.

Section 6. This Resolution shall take effect immediately.

IV. Resolved/Motion/Roll Call Vote

Jacqui Griffith 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 052318-III.A. through 052318-III.X. Stephen Silverman seconded the motion. The board voted unanimously to approve the motion.

V. Executive Session

VI. Appendices

VII. Closing Items

Grecia Montero made a motion to Adjourn Meeting. Paris McLean 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 5:57 PM. Respectfully Submitted, R. Binz