

# Meeting Book - Foundation Academy May 29, 2019 Board Meeting

## Foundation Academies Board Meeting

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### 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, May 29, 2019 at 6:01 PM in Room G36 (Basement) of 363 West State Street, Trenton, NJ 08618. Present-Todd Kent, Allan Kehrt, Grecia Montero, Paris McLean, Jacqui Griffith, Patrick Hall, 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, Chris Lessard, Natasia Shuford, 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

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### II. Committee Reports

#### A. Finance and Facilities Committee

Stephen  
Silverman

##### 1. Finance Packet

- a. 2019-05-20 Finance Committee Agenda (2).pdf
- b. April Treasurers Rept 2019 (2).pdf
- c. Finance Report Guide FACS (BSR-Treas-Dash).pdf

##### 2. Development Committee

The Development Committee will transfer its fundraising efforts to The Friends of Foundation Academy, Inc.

- a. Fundraising Snapshot

Jacqui  
Griffith

##### 3. Strategic Planning Committee

Discussion about The Abacus Group's process for developing an expansion plan.

- a. Board Gap Analysis
- b. Risk Assessment Report Card

Paris  
McLean

##### 4. Facilities update

Jonathan Hofmann gave facilities updates on the following projects at 363 West State Street:  
HVAC upgrades  
Outdoor playground/parking lot changes  
Gym floor -- potential replacement

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### III. Board Calendar Discussion

#### A. FABOT Priorities Calendar

The board discussed its priorities for the upcoming school year.

Graig  
Weiss

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### IV. Consent Agenda Items

#### A. Approve Minutes

1. April 17 2019 FABOT meeting minutes.pdf
2. May 15, 2019 FABOT meeting minutes.pdf

#### B. Accept Resignations

1. Accept the resignation of Nicole Amen-Ra, Teacher, effective June 30, 2019.
  - a. N. Amen-Ra - Resignation.pdf
2. Accept the resignation of Andrew DeLuise, Teacher, effective June 30, 2019.
  - a. A. DeLuise - Resignation.pdf

#### C. Accept donations

1. Wells Fargo Foundation Educational Matching Gifts (Alexander Zbinden), \$600.00 (check), 5/13/19

#### D. Approve Staff Hires

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

Vote

Lolade  
Onashile

1. May 29, 2019 Talent Items
2. Jennifer Schmehl as Career Teacher
3. Kashana Ricketts as Teacher Fellow
4. Felicia Sexsmith as Career Teacher

#### E. Approve 2019-2020 stipends

1. Cintella Spotwood as Home Office Intern
2. Leola Spotwood as Middle School Basketball Coach
3. Leola Spotwood as Middle School Soccer Coach
4. Matthew Francis as Summer Coordinator
5. Dominique Zappola as Grade Level Chair
6. Jessica Tatelbaum as Grade Level Chair
7. Kinny Del Priore as Grade Level Chair
8. Christopher Henry as Grade Level Chair

9. Isabel Goss as Summer Coordinator
10. Danielle Janus as Grade Level Chair
11. Kali Erstein as Grade Level Chair

**F. Approve Training Days**

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

1. Jennifer Schmehl
2. Kashana Ricketts
3. Felicia Sexsmith

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

1. Correction: Approve the salary change for Kinny Del Priore, Career Teacher and Team Leader, from \$71,925 to \$73,043, effective July 1, 2019.
2. Correction: Approve the title change for Danny Ly from Career Teacher to Teacher Fellow, effective May 13, 2019.

**H. Approve Staff Travel for Professional Development**

Vote

Tara Pepe

Approve the following staff travel for professional development:

1. May Staff PD Requests.pdf
2. Samantha Millard to attend "Crucial Conversations" in Virginia Beach, VA on June 4, 2019 through June 5, 2019 for a total cost not to exceed \$2,764.90, plus the cost of ground transportation per Board policy.
3. Erica Forrester to attend "Greenhouse Open 2019" in New York City on June 12, 2019 to June 13, 2019 for a total cost not to exceed \$597.00, plus the cost of ground transportation per Board policy.
4. Kimberly Heil to attend the Diversity Institute in Pennington, NJ on June 16, 2019 through June 20, 2019 for a total cost not to exceed \$1,000.00, plus the cost of ground transportation per Board policy.
5. Jill Spiegel to attend the Advanced Placement Summer Institute at Cabrini University in Radnor, PA on July 8, 2019 to July 11, 2019 for a total cost not to exceed \$1,075.00, plus the cost of ground transportation per Board policy.

**I. Accept Board Secretary Report**

Vote

Christopher Lessard

Approve the April Board Secretary Report as presented and attached.

1. Board Sec Report\_2019-04-30.pdf

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

1. April Treasurers Rept 2019 (2).pdf

**K. Accept Budget Adjustments and Transfer Date 4/30/19** Vote Christopher Lessard  
Approve the budget adjustments with a transfer date of April 30, 2019 as presented and attached.

1. Budget Adj\_4.30.19.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 April 30, 2019 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

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Christopher Lessard

May 29, 2019  
Date

Board Certification of Accounts  
RESOLVED After review of the Secretary's and Treasurer's reports for April 30, 2019 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 April 18, 2019 to May 29, 2019 bills list in the amount of \$1,313,865.92 as presented and attached.

1. May Check Register.pdf

**N. Approve Gross Payrolls** Vote Tara Pepe  
Approve the gross payrolls for April 30, 2019 in the amount of \$384,620.76 and for May 15, 2019 in the amount of \$386,474.37 as presented and attached.

1. 4.30.19 Payroll Report.pdf

2. 5.15.19 Payroll Report.pdf

**O. Award FSMC Contract** Vote Christopher Lessard  
Approve a Food Service Management Company Contract with Maschio's Food Service for managing the food service program for the 2019-2020 school year. Management Fee for FY2020: \$25,000.00 with a profit guarantee of \$30,000.00

**P. Approve Professional Medical Staffing contract** Vote Tara Pepe  
Approve the contract with Professional Medical Staffing, LLC to provide substitute nurse services as needed for the 2019-20 school year as presented and attached.

1. Professional Medical Staffing contract.pdf

**Q. Approve summer program contract** Vote Tara Pepe  
Approve the contract with The Learning Point to provide a summer

tutoring program at the high school for a total cost not to exceed \$15,000.00, as presented and attached.

1. Learning Point FCA Summer 2019 Agreement.pdf

**R. Approve field trips**

Approve the June student field trips as presented and attached.

**Vote**

**Tara Pepe**

1. June Field Trips.docx

**S. Adopt policy 5145.7: Gender Identity and Expression**

1. 5145.7 GENDER IDENTITY AND EXPRESSION DRAFT.doc

**T. Approve Comprehensive Equity Plan**

Approve the proposed Comprehensive Equity Plan and authorize the Affirmative Action Team to submit the Comprehensive Equity Plan, implement the plan over a three-year period of time, submit an annual Statement of Assurance of its implementation and progress, and complete the District Performance Review in the NJQSAC.

1. 2019-22 Comprehensive Equity Plan

**U. Approve concert venue contract**

Approve the contract with The College of New Jersey to serve as the venue for the middle school spring instrumental concert on June 14, 2019 for a total cost not to exceed \$4,248.08

**Vote**

**Tara Pepe**

1. 198506 Foundation Academies MS Concert.pdf

**V. Approve student principal**

Approve Dana Breen from The College of New Jersey to serve as a student principal intern during the months of June and July as presented and attached.

**Vote**

**Tara Pepe**

1. Mr Dana M Breen Teaching Resume MAR19.docx

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**V. 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 052919-IV.A. through 052919-IV.V. Stephen Silverman seconded the motion. The board voted unanimously to approve the motion.

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**VI. Closing Items**

Stephen Silverman 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 6:28PM. Respectfully Submitted, R. Binz