

# Meeting Book - Foundation Academy October 30, 2019 Board Meeting

## Foundation Academies Board Meeting

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### I. Opening Items

#### A. Call The Meeting to Order

Presented By: Ms. Jacqui Griffith / Jacqui Griffith called a meeting of the board of trustees of Foundation Academy Charter School to order on Wednesday, October 30, 2019 at 8:30 AM in Room G36 (Basement) of 363 West State Street, Trenton, NJ 08618. Present-Todd Kent, Grecia Montero, Jacqui Griffith, Patrick Hall, Allan Kehrt, Stephen Silverman. Absent - Lauren Ira.

Presented  
by: Ms  
Jacqui  
Griffith

#### B. Pledge Of Allegiance

Presented  
by: Ms.  
Jacqui  
Griffith

#### C. Record Attendance and Guests

Staff present: Jonathan Hofmann, Graig Weiss, Jonathan Hofmann, Lolade Onashile, 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: Ms.  
Jacqui  
Griffith

#### E. Mission Moment

An Intermediate school chorus performance was held prior to the meeting.

#### F. Public Participation

None.

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### II. Committee Reports

#### A. Finance and Facilities Committee

The committee discussed the possibility of paying off the mortgage for 363 W. State St. and delaying the remainder of the 363 outdoor project.

Allan Kehrt  
and  
Stephen  
Silverman

##### 1. Finance Packet

- a. 2019-10-28 Finance Committee Agenda.pdf

#### B. Strategic Planning Committee

The committee is seeking to provide a stipend to Kathleen Reilly Streicher for writing the strategic plan.

Jacqui  
Griffith

#### C. The Friends of Foundation Academy, Inc. Liason Report

The board is being asked to contribute to the staff holiday party.

Jacqui  
Griffith

1. 10.25 Fundraising Report .pdf

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### III. Consent Agenda Items

#### A. Approve Minutes

1. September 25 2019 FABOT meeting minutes.pdf

**B. Accept the resignations of the following staff as presented and attached:**

1. Accept the resignation of Suliman Brown, Teacher, effective October 25, 2019.
  - a. S. Brown - Resignation.pdf
2. Accept the resignation of Shanta Green, Teacher, effective November 22, 2019.
  - a. S. Green - resignation.pdf
3. Accept the resignation of Elisabeth Pope, Team Leader, effective December 13, 2019.
  - a. E. Pope - resignation.pdf
4. Accept the resignation of Alexis Montgomery, Teacher, effective November 22, 2019.
  - a. A. Montgomery - resignation.pdf

**C. Approve Staff Hires**

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

**Vote**

**Lolade  
Onashile**

1. 2019-20 Salaried Positions
  - a. Angela Johnson-Joyner as Middle School Campus Leader
  - b. Nicole Perez as Nurse
  - c. Edwin Benavides as Teacher Fellow
  - d. Tanieca Buchanan as Teacher Fellow
2. October talent items
3. 2019-20 Non-Salaried Positions
  - a. Alexander Davies as Grade Level Chair
  - b. Crystal Carson as Grade Level Chair
  - c. Emma Hansen as Middle School Head Cheerleading Coach

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

1. Correction: Approve the title and salary change of Danny Ly, from Teacher Fellow and \$61,000 to Career Teacher and \$66,000, effective October 1, 2019.

**E. Approve the maternity leave extension from the following staff as presented and attached:**

1. Approve the maternity leave extension of Catherine Castro, Teacher, starting November 25, 2019 and returning June 8, 2020.

a. C. Castro - Maternity Leave.pdf

- F. Approve the Family First Award in the amount of \$1,000 each for the following staff members effective November 8, 2019:

1. Jaclyn Pryor, School Social Worker
2. John Salvetta, College and Career Advisor
3. Isabel Goss, Leader of Student Culture
4. Jasmine Otero, Paraprofessional
5. Eric Bullock, Leader of Student Culture

- G. Approve Staff Travel for Professional Development

Vote

Tara Pepe

Approve the following staff travel for professional development:

1. October PD Requests.pdf
2. Lolade Onashile to attend "OFFOR: Hire Like a Boss" in New York City on November 6, 2019 for a total cost not to exceed \$1,500.00, plus the cost of ground transportation per Board policy.
3. Laura Bloom to attend the AP Calculus workshop in Colts Neck, NJ on November 8, 2019 for a total cost not to exceed \$285.00, plus the cost of ground transportation per Board policy.
4. Matthew Francis, Shea Lightfoot, Corin Rushing-Francis and Rudolph Williams to attend Resilient Schools in Action in Maryland on November 8-10, 2019 for a total cost not to exceed \$4,868, plus the cost of ground transportation per Board policy.
5. Nicole Bradshaw and Danny Ly to attend "Powerful Practice Strategies for Reaching I Don't Care Students" in Cherry Hill, NJ on November 19, 2019 for a total cost not to exceed \$558.00, plus the cost of ground transportation per Board policy.
6. Chris Torino to attend the Middle School Athletic Director's Winter Meeting on November 22, 2019 for a total cost not to exceed \$0.00, plus the cost of ground transportation per Board policy.
7. Ginnelle Sroka to attend the NCTE Conference in Baltimore, MD on November 22, 2019 to November 24, 2019 for a total cost not to exceed \$729.00, plus the cost of ground transportation per Board policy.

8. Kelsey Carey and Jessica Tatelbaum to attend the Restorative Discipline Conference in Cherry Hill, NJ on December 3, 2019 and December 4, 2019 for a total cost not to exceed \$958.00, plus the cost of ground transportation per Board policy.

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

1. Board Sec Reports 2019-09-30.pdf

**I. Accept Board Treasurer Report** Vote Christopher Lessard  
Approve the September Board Treasurer Report as presented and attached.

1. Sept Treasurers Rept 2019.pdf

**J. Accept Budget Adjustments and Transfer Date 9/30/19** Vote Christopher Lessard  
Approve the budget adjustments with a transfer date of September 30, 2019 as presented and attached.

1. Budget Adj\_9-30-19.pdf

**K. 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 September 30, 2019 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

\_\_\_\_\_  
Christopher Lessard

October 30, 2019  
Date

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

**L. Approve Bill List** Vote Tara Pepe  
Approve the September 26, 2019 to October 30, 2019 bills list in the amount of \$1,817,634.70 as presented and attached.

1. October Check Register.pdf

**M. Approve Gross Payrolls** Vote Tara Pepe  
Approve the gross payrolls for September 30, 2019 in the amount of \$415,908.94 and for October 15, 2019 in the amount of \$415,164.29 as presented and attached.

1. 9.30.19 Payroll Report.pdf

2. 10.15.19 Payroll Report.pdf

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|--|-------------|------------------------|
| <p><b>N. Approve the submission of an amendment to the IDEA grant</b><br/>         Approve the submission of an amendment to the FY20 IDEA grant application to allocate FY19 carryover funds.</p>   | <p>Vote</p> | <p>Tara Pepe</p>       |
| <p><b>O. Approve field trips</b><br/>         Approve the November student field trips as presented and attached.</p> <p>1. November Field Trips.docx</p>  | <p>Vote</p> | <p>Tara Pepe</p>       |
| <p><b>P. Approve bus contract</b><br/>         Approve the following transportation contract:<br/>         FASRA2020-01 with A-1 Limousine to provide coach bus transportation for the senior end of year trip to Virginia and Maryland on June 9, 2020 through June 11, 2020 for a total cost not to exceed \$4,626.20 as presented and attached.</p> <p>1. FASRA2020-01 Board Approval_A_1_senior trip.docx</p>  | <p>Vote</p> | <p>Tara Pepe</p>       |
| <p><b>Q. Approve prom venue contract</b><br/>         Approve the contract with Mercer Boathouse LLC to serve as the venue for the high school prom on May 14, 2020 as presented and attached.</p> <p>1. Mercer Boathouse Contract.pdf</p>   | <p>Vote</p> | <p>Tara Pepe</p>       |
| <p><b>R. Approve concert venue contract</b><br/>         Approve the contract with TCNJ to serve as the venue for the middle school winter instrumental concert on January 16, 2020 as presented and attached.</p> <p>1. TCNJ LICENSE AGREEMENT - per client.pdf</p>   | <p>Vote</p> | <p>Tara Pepe</p>       |
| <p><b>S. Approve contracts paid with John Spears Funds</b><br/>         Approve the following contracts to be paid with donated funds from John Spears for the purpose of staff appreciation:</p> <p>1. Contract with Heirloom Events to serve as the venue for the staff holiday party as presented and attached.</p> <p>a. Heirloom Foundation Academy 121319.pdf</p> <p>2. Contract with Michael Sullivan to serve as the DJ at the staff holiday party as presented and attached.</p> <p>a. DJSully_Disc_Jockey_Agreement Bonk_FACS 12 13 19 Holiday Party.pdf</p> | <p>Vote</p> | <p>Tara Pepe</p>       |
| <p><b>T. Approve the first reading of the following policies:</b></p> <p>1. 1250 Visitors</p> <p>2. 3541.33 Transportation Safety</p> <p>3. 6145.1, 6145.2 Intramural, Interscholastic Competition</p>   |             | <p>Jon<br/>Hofmann</p> |
| <p><b>U. Adopt the following policies:</b></p> <p>1. 3570 School Records and Reports</p> <p>2. 4231, 4231.1 Staff Development Inservice Education, Visitation, Conferences</p> <p>3. 5120 Assessment of Individual Needs</p>   |             |                        |

4. 9250 - Expenses and Reimbursements

**V. Confirm HIB Findings**

**Vote**

**Barbara  
Zjawin**

**1. Incident 204244\_FAC\_10242019 as Founded.**

a. InvestigationSummary\_204244\_FAC\_10242019.pdf

**2. Incident 203897\_FCA\_10162019 as Unfounded - Inconclusive.**

a. InvestigationSummary\_203897\_FCA\_10162019.pdf

**W. Approve a calendar correction for all K-8 students to have full days of instruction on November 4, 2019 and March 30, 2020.**

**X. Review the submission of the School Safety Data System 2018-19 Report**

1. SSDS.pdf

**Y. Approve the Submission of the 2019 HIB Grades Report.**

1. Rubric.pdf

2. HIB Grades Report Draft 2018-19.pdf

**Z. Approve out-of-district placement contracts**

Approve the out of district placement contracts for students 3993073025, 8612403880, and 2750251807 at Garfield Park Academy for the 2019-20 school year. Foundation Academy Charter School will continue to maintain case management of the students and Trenton Public School District will be responsible for paying all tuition costs associated with the students' placement.

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**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 103019-III.A. through 103019-III.Z. Todd Kent seconded the motion. The board voted unanimously to approve the motion.

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**V. Closing Items**

Grecia Montero made a motion to Adjourn Meeting. Allan Kehrt 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 9:00 PM.  
Respectfully Submitted, R. Binz