

Meeting Book - Foundation Academy June 26, 2019 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, June 26, 2019 at 6:00 PM in Room G36 (Basement) of 363 West State Street, Trenton, NJ 08618. Present- Todd Kent, Grecia Montero, Paris McLean, Jacqui Griffith, Allan Kehrt, Stephen Silverman. Absent - Patrick Hall.

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, Kathleen Reilly Streicher, 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. Fundraising/Development Presentation and Goals for 2019-20

Kathleen Reilly Streicher updated the board on fundraising efforts and the status of the Class of 2019 matching campaign.

Kathleen

1. 6.5.19 Fundraising Update and 2019-20 Goals.pptx

F. Shift of Friends Board's Focus

As the High school construction comes to completion, The Friends of Foundation Academy, Inc. will shift its focus from facilities to fundraising.

Graig and
Kathleen

G. Public Participation

II. Committee Reports

A. Academics, Culture, and Talent Committee

The ACT Committee has set its dates for next year's meetings.

Todd Kent

B. Finance and Facilities Committee

Jonathan Hofmann updated the board on the HVAC project and upcoming parking lot expansion and new playground.

Stephen
Silverman

1. Finance Packet

- a. 2019-06-24 Finance Committee Agenda.pdf

C. Strategic Planning Committee

The Abacus Group's preliminary report on growth feasibility is expected to be ready in early July.

Paris
McLean

D. Executive Committee

1. FABOT Emergency CEO Succession Plan_2019 20_first read.pdf

2. 2019 20 FABOT Priorities as of June 25 2019.pdf

III. Consent Agenda Items

A. Approve Minutes

1. May 29, 2019 meeting minutes

B. Accept Donations as presented and attached

1. Chowdhury and Bhatia Household, \$2,000.00, 6/3/2019 (check)
2. Zbinden Household, \$250.00 for Scholarship Fund Class of 2019, 6/6/2019 (check)
3. June donations and grants.xlsx

C. Approve Staff Hires

Vote

Lolade
Onashile

1. 2019-20 Salaried Positions

- a. Jacquelyn Brady as Career Teacher
- b. Venetia Birchmore as Principal-In-Residence
- c. Summiya Abdul-Quddus as Career Teacher
- d. Andrew Sousa as Teacher Fellow
- e. Ellen Youssif-Armstrong as Career Readiness and Internship Advisor
- f. Tiayrah Lacy as Teacher Fellow
- g. June talent items

2. 2019-20 Stipends

- a. Kali Erstein as School Testing Coordinator
- b. Audrey Polites as School Testing Coordinator
- c. Lorraine Sroka as School Testing Coordinator
- d. Ashley Stone as High School Head Cheerleading Coach
- e. Alexander Davies as Summer Academy Teacher
- f. Catherine Castro as Summer Academy Teacher
- g. Elizabeth Toth as High School Head Volleyball Coach

- h. Ryan Kiple as Summer Coordinator
- i. Ryan Kiple as Grade Level Chair
- j. Erin Dougherty as Substitute Summer Academy Teacher
- k. Courtney Boone as Summer Intern

3. 2019-20 Non-Salaried Positions

- a. Tahir Henry as Part-Time Facilities Associate

D. Approve Training Days

Approve training days for the following staff at the rate of \$100.00 per day

- 1. Jacquelyn Brady
- 2. Summiya Abdul-Quddus
- 3. Andrew Sousa
- 4. Tiayrah Lacy

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

- 1. Accept the resignation of Michelle Cobb, Teacher, effective June 30, 2019.
 - a. M. Cobb - Resignation.pdf
- 2. Accept the resignation of Francis Hiller Jr., Teacher, effective June 30, 2019.
 - a. F. Hiller - Resignation.pdf
- 3. Accept the resignation of Carla Hill-Brady, Dean of Students, effective June 30, 2019.
 - a. C. Hill-Brady - Resignation.pdf

F. Approve staff salaries paid through federal grant

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

- 1. Summer Academy Staff Receiving a Portion of Salary Through Grant 19-20.docx

Vote

Tara Pepe

G. Approve Staff Travel for Professional Development

Approve the following staff travel for professional development:

- 1. Matthew Francis to attend "Leader in Me" Training on July 24, 2019 to July 25, 2019 in the Bronx, NY for a total cost not to exceed \$295.00, plus the cost of ground transportation per Board policy.
- 2. Tajh Laster to attend "State of Black Learning" on August 14, 2019 to August 16, 2019 in Pittsburgh, PA for a total cost not to exceed \$665.00, plus

Vote

Tara Pepe

the cost of ground transportation per Board policy.

3. Kali Beth Erstein to attend "Middle School Teachers for Financial Fitness for Life" at Stockton University on July 23, 2019 for a total cost not to exceed \$0.00, plus the cost of ground transportation per Board policy.

4. June PD Requests.pdf

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

1. BSR_5.31.19.pdf

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

J. Accept Budget Adjustments and Transfer Date 5/31/19 Vote Christopher Lessard
Approve the budget adjustments with a transfer date of May 31, 2019 as presented and attached.

1. Budget Adj_5.31.19.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 May 31, 2019 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

Christopher Lessard

June 26, 2019
Date

Board Certification of Accounts
RESOLVED After review of the Secretary's and Treasurer's reports for May 31, 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 May 30, 2019 to June 26, 2019 bills list in the amount of \$1,153,644.59, and the July 1, 2019 bills list in the amount of \$127,518.68 as presented and attached.

1. June Check Register.pdf
2. July 1st Check Register.pdf

M. Approve Gross Payrolls Vote Tara Pepe
Approve the gross payroll for May 31, 2019 in the amount of \$401,124.34 and for June 14, 2019 in the amount of \$398,761.49 as presented and attached.

1. 5.31.19 Payroll Report.pdf

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| N. Approve Report of Awarded Contracts
Pursuant to PL 2015, Chapter 47, the Foundation Academy Charter School Board of Trustees intends to renew, award or permit to expire the attached contracts previously awarded by the Board of Trustees. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et. seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR, Part 200.317 et Seq.

1. Annual Board Contract Approval Summary 2019.pdf | Vote | Tara Pepe |
| O. Approve submission of the FY20 ESEA application
Approve the submission of the ESEA Application for Fiscal Year 2020 and accept the grant award of these funds upon the subsequent approval of the FY 2020 ESEA Application. | Vote | Tara Pepe |
| P. Approve submission of the FY20 IDEA application
Approve the submission of the IDEA Application for Fiscal Year 2020 and accept the grant award of these funds upon subsequent approval of the FY 2020 IDEA Application. | Vote | Tara Pepe |
| Q. Approve corrected out-of-district placement contracts.
Approve the corrected out of district placement contracts for students 3993073025, 8612403880, and 2750251807 at Garfield Park Academy for the 2018-19 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. | | |
| R. Approve the corrected 2019-20 Staff Calendar

1. 2019-20 Staff Calendar (1).pdf | | |
| S. Approve the first reading of the Emergency Succession Plan of the Chief Executive Officer

1. FABOT Emergency CEO Succession Plan_2019 20_first read.pdf | | |
| T. Approve title and salary adjustments for the following staff as presented and attached:

1. Correction: Approve the title and term change of Ryan Kiple, from Career Teacher and 12 months to Career Teacher and Team Leader and 11 months, effective July 1, 2019.

2. Correction: Approve the start date of Lorrie Weaver, Summer Academy Coordinator, from July 5, 2019 to July 3, 2019, effective June 26, 2019.

3. Correction: Approve the start date of Kelsey Carey, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.

4. Correction: Approve the start date of Monica Hawk, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.

5. Correction: Approve the start date of Ashley Stone, Summer Academy Teacher, from July 5, | | |

2019 to July 3, 2019, effective June 26, 2019.

6. Correction: Approve the start date of Christopher Henry, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
7. Correction: Approve the start date of Cynthia Ruszczyk, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
8. Correction: Approve the start date of Ginnelle Sroka, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
9. Correction: Approve the start date of Michelle Cobb, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
10. Correction: Approve the start date of Monina Martin, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
11. Correction: Approve the start date of Chonda Samuel, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
12. Correction: Approve the start date of Quincey Schenck, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
13. Correction: Approve the start date of Folasade Jacobs, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.
14. Correction: Approve the start date of Nora Buttacavole, Summer Academy Teacher, from July 5, 2019 to July 3, 2019, effective June 26, 2019.

U. Approve membership in the New Jersey State Interscholastic Athletic League

Approve membership in the New Jersey State Interscholastic Athletic League as presented and attached.

1. 15-16 Public Resolution Card.pdf

V. Confirm HIB Findings

Incident 202486_FAP_06182019 as UNFOUNDED.

1. InvestigationSummary_202486_FAP_06182019.pdf

Vote

Barbara Zjawin

W. Approve gym floor contract

Approve the contract with Commercial Interiors Direct Inc. to remove and abate the State Street gym floor and install a new gym floor using the ESCNJ cooperative pricing for a total not to exceed \$310,484.17 as presented and attached.

1. Commercial Interiors Direct Contract.pdf

Vote

Tara Pepe

IV. Resolved/Motion/Roll Call Vote

Stephen Silverman 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 062619-III.A. through 062619-III.W. Jacqui Griffith seconded the motion. The board voted unanimously to approve the motion.

V. Executive Session

VI. Closing Items

Paris McLean made a motion to Adjourn Meeting. Stephen Silverman 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 6:56 PM. Respectfully Submitted, R. Binz

Next meeting reminders:

Please bring a laptop or other device you typically use to access BoardEffect. We will have a brief training and overview of new features. We ask that you ensure you are able to log in to BoardEffect ahead of the meeting. Thanks!