

Meeting Book - Foundation Academy November 20, 2019 Board Meeting

Foundation Academies Board Meeting

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, november 20, at 6:00 pm in room G36 of west state street Trenton NJ. Present- Todd Kent, Jacqui Griffith, Patrick Hall, Stephen Silverman and Allan Kehrt. Absent Lauren Ira, Grecia Montero.

Presented
by: Ms
Jacqui
Griffith

B. Pledge Of Allegiance

Presented
by: Ms.
Jacqui
Griffith

C. Record Attendance and Guests

Staff present: Graig Weiss, Melissa Campbell, Valeen Vaccaro, Colleen Didonato, Chris Lessard, Lolade Onashile , and Rachael Binz, in the capacity of secretary to the board. Public present: Kimme Carlos

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. Public Participation

F. Mission Moment

1. State of School Presentations

a. High School

Foundation Collegiate is focusing on building relationships between staff and students and implementing restorative practices.

Melissa
Campbell

i. Foundation Collegiate Academy Presentation

b. Middle School

Valeen Vaccaro shared the middle school's vision and growth projections by cohort.

Valeen
Vaccaro

G. Upcoming Events

1. FCA Winter Concert

The FCA winter concert will be held on Thursday, December 19th at Princeton University's Richardson Hall.

2. Middle School Winter Concert

The Middle School winter concert will be held at 6:00 PM on Thursday, January 16th in Kendall Hall at The College of New Jersey.

3. Intermediate School winter Concert

The Intermediate School Winter Concert will be held Wednesday December 18, 2019 at 5:30 PM at Villa Victoria Academy in Ewing, NJ.

II. Presentations and Committee Reports

A. Academics, Culture, and Talent Committee

Todd Kent reported on current openings and new hires as well as the Talent Team's upcoming change in recruitment management software.

Todd Kent

B. The Friends of Foundation Academy, Inc. Liason Report

Jacqui Griffith is looking forward to upcoming events led by The Friends of Foundation Academy, Inc.

Jacqui Griffith

1. 11.6 Fundraising Report .pptx

C. Finance and Facilities Committee

The school is reevaluating its plan for green space at the K-8 facility and continuing to look at HVAC options for that space.

Allan Kehrt

1. Finance Packet

- a. 2019-11-18 Finance Committee Agenda.pdf

D. Strategic Planning Committee

Kathleen Reilly Streicher will receive a stipend to write the school's new strategic plan. She will begin work on this project in December.

Jacqui Griffith

E. Trustees Committee

The Trustees Committee will select potential board candidates from Leadership Counsel. Stephen Silverman volunteered to be part of this effort.

Jacqui Griffith/Rachael Binz

F. Recognizing Urban Traumas

Kimme Carlos gave a presentation on the importance of recognizing and supporting urban youth who have experienced trauma.

Kimme Carlos

1. Recognizing Youth Trauma.pptx
2. Finding Your ACE Score.pdf
3. YTdef.pdf

III. Consent Agenda Items

A. Approve Minutes

Approve the October 30, 2019 board meeting minutes.

1. October 30 2019 FABOT meeting minutes.pdf

B. 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. Claire Brittin as School Nurse
- b. William Irick as Custodian
- c. Jessica James as Talent Recruitment Associate
- d. Kristy Cooper as Novice Teacher
- e. November Talent Items

2. 2019-20 Non-Salaried Positions

- a. Kathleen Reilly as Strategic Plan Coordinator
- b. Nicole Bradshaw as Head High School Cheerleading Coach

C. Accept Resignations

1. Accept the resignation of Kirstin Kearns, Talent Recruiter, effective November 8, 2019.

a. K. Kearns - resignation.pdf

2. Accept the resignation of Jonathan Hofmann, Chief Operating Officer, effective November 8, 2019.

a. J. Hofmann - resignation.pdf

3. Accept the resignation of Felicia Sexsmith, Teacher, effective December 20, 2019.

a. F. Sexsmith - resignation.pdf

4. Accept the resignation of Rachel Coty, Teacher, effective December 20, 2019.

a. R. Coty - Resignation.pdf

5. Accept the revised resignation date of Alexis Montgomery, Teacher Fellow, effective November 15, 2019.

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

1. Approve the maternity leave extension of Sasha Delgado, Senior School Secretary, starting January 2, 2020 and returning June 18, 2020.

a. S. Delgado - maternity letter.pdf

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

1. **Correction: Approve the title and salary change of Denise Bemby.**

Approve the title and salary change of Denise Bemby, from Teacher Fellow and \$47,709 to Novice Teacher and \$52,709, effective November 1, 2019.

2. **Correction: Approve the stipend title and amount adjustment of Ashley Stone.**

Correction: Approve the stipend title and amount adjustment of Ashley Stone from High School Cheerleading and Volleyball Co-Coach and \$3,000 to High School Volleyball Co-Coach and \$2,000, effective August 5, 2019 and ending in accordance to the volleyball season.

3. **Correction: Approve the stipend title and amount adjustment of Elizabeth Toth.**

Correction: Approve the stipend title and amount adjustment of

Elizabeth Toth from High School Cheerleading and Volleyball Co-Coach and \$3,000 to High School Volleyball Co-Coach and \$2,000, effective August 5, 2019 and ending in accordance to the volleyball season.

F. Approve Staff Travel for Professional Development **Vote** **Tara Pepe**

Approve the following staff travel for professional development:

1. November Staff PD Requests.pdf
2. Emma Hansen and Lorrie Weaver to attend "Trauma at the Core" in Ewing, NJ on December 6, 2019 for a total cost not to exceed \$198, plus the cost of ground transportation per Board policy.
3. Dasha Thomas to attend "Comprehensive IMSE Orton-Gillingham Training" in Harrisonville, NJ on December 9, 2019 through December 13, 2019 for a total cost not to exceed \$1,175.00, plus the cost of ground transportation per Board policy.
4. Isabel Goss to attend Social Emotional Character Development in New Brunswick, NJ on January 8, 2020 for a total cost not to exceed \$0.00, plus the cost of ground transportation per Board policy.
5. Isabel Goss to attend Why We Bully: Talking About Race in New Brunswick, NJ on January 14, 2020 for a total cost not to exceed \$0.00, plus the cost of ground transportation per Board policy.
6. Elizabeth Toth to attend "Reducing Recurring Classroom Behavior Problems" in Cherry Hill, NJ on January 28, 2020 for a total cost not to exceed \$279.00, plus the cost of ground transportation per Board policy.
7. Elizabeth Toth and Thomas Wicklund to attend "Making Best Use of Google Classroom" in Cherry Hill, NJ on January 29, 2020 for a total cost not to exceed \$279.00, plus the cost of ground transportation per Board policy.

G. Approve staff professional development travel in excess of \$5,000.00 **Vote** **Tara Pepe**

Approve the following staff professional development travel in excess of \$5,000.00: Natasia Cooper, Patrice Garrison, Christina Mangus and Jaclyn Pryor to attend the National Conference for Creating Trauma-Sensitive Schools in Atlanta, GA on February 16, 2020 through February 18, 2020 for a total cost not to exceed \$8,264.00.

1. Staff Travel Requests.pdf

H. Accept Board Secretary Report **Vote** **Christopher Lessard**

Approve the October Board Secretary Report as presented and attached.

1. Board Sec Report 2019-10-31.pdf

I. Accept Board Treasurer Report

Approve the October Board Treasurer Report as presented and attached.

Vote

Christopher Lessard

1. Oct Treasurers Rept 2019.pdf

J. Accept Budget Adjustments and Transfer Date 10/31/19

Approve the budget adjustments with a transfer date of October 31, 2019 as presented and attached.

Vote

Christopher Lessard

1. Budget Adj_10.31.19.pdf

K. Approve Certification of Accounts

Certification of Accounts

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October 31, 2019 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

Vote

Christopher Lessard

Christopher Lessard

November 20, 2019

Date

Board Certification of Accounts

RESOLVED After review of the Secretary's and Treasurer's reports for October 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-16.10 (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

Approve the October 31, 2019 to November 20, 2019 bills list in the amount of \$1,386,630.49 as presented and attached.

Vote

Tara Pepe

1. November Check Register.pdf

M. Approve Ronald Brady Scholarship Fund bills list

Approve the Ronald Brady Scholarship Fund bills list for November totaling \$2,613.67 as presented and attached.

Vote

Tara Pepe

1. Ronald Brady Scholarship Fund Check Register_November.pdf

N. Approve Gross Payrolls

Approve the gross payroll for October 31, 2019 in the amount of \$418,939.12 and for November 15, 2019 in the amount of \$414,114.75 as presented and attached.

Vote

Tara Pepe

1. 10.31.19 Payroll Report.pdf

2. 11.15.19 Payroll Report.pdf

O. Approve collection of student fees

Approve the collection of cap and gown fees from Senior students to cover the cost of caps and gowns for graduation as presented and attached.

Vote

Tara Pepe

1. CapAndGownFee_Approval Form 2019.pdf

P. Approve student field trips

Approve the December student field trips as presented and attached.

Vote

Tara Pepe

1. December Field Trips.docx

Q. Approve field trip hotel contracts

Vote

Tara Pepe

Approve the following end of year trip hotel contracts:

1. Contract with the Drifting Sands Hotel for the overnight Junior end of year trip as presented and attached
 - a. Junior EOY Trip Hotel Contract.pdf
2. Contract with the Country Inn and Suites hotel for the overnight Senior end of year trip as presented and attached
 - a. Senior EOY Trip Hotel Contract.pdf

R. Approve onsite professional development provider contracts

Vote

Tara Pepe

Approve the following onsite professional development contracts to be paid with Title I funds:

1. Contract with Ducks and Lions: Trauma Sensitive Resources to provide onsite professional development on January 30, 2020 and February 10, 2020 as presented and attached
 - a. Ducks and Lions Contract.pdf
2. Contract with Sporleder Consulting to provide onsite professional development on May 22, 2020 as presented and attached
 - a. Sporleder Consulting Contract.pdf

S. Approve winter sports schedules

Vote

Tara Pepe

Approve the high school and middle school winter sports schedules as presented and attached.

1. 2019-2020 High School Basketball Schedule.docx
2. 2019-2020 Middle School Basketball Schedule.docx

T. Adopt the following policies:

1. 1250 Visitors
2. 3541.33 Transportation Safety
3. 6145.1, 6145.2 Intramural, Interscholastic Competition

U. Approve the appointment of Kimme Carlos to the Foundation Academy Board of Trustees effective November 21, 2019.

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 112019-IV.A. through 112019-IV.U. Patrick Hall seconded the motion. The board voted unanimously to approve the motion.

V. 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.

Patrick Hall made a motion to enter executive session. Allan Kehrt seconded the motion. The board voted unanimously to approve the motion.

Start time - 7:51PM
End time - 8:20 PM

VI. Closing Items

The meeting adjourned at 8:23 PM by a unanimous vote of members present.