

Meeting Book - Foundation Academy June 24, 2020 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, June 24, 2020 at 6:07 PM via Google Meet. Present- Todd Kent, Grecia Montero, Jacqui Griffith, Stacy Denton, Kimme Carlos, Allan Kehrt, Stephen Silverman, Patrick Hall (Joined at 6:18 PM). Absent - None

Presented
by: Ms
Jacqui
Griffith

B. Pledge Of Allegiance

Presented
by: Ms.
Jacqui
Griffith

1. American flag

C. Record Attendance and Guests

Staff present: Graig Weiss, Venetia Birchmore, Natasia Cooper, Lolade Onashile, Melissa Campbell, Chris Lessard, Angela Joyner, and Rachael Binz, in the capacity of secretary to the board. Public present: Charlotte Littles (departed after Mission Moment)

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 a link to the virtual meeting space posted on the school website. Formal action may take place at this meeting.

Presented
by: Ms.
Jacqui
Griffith

E. Mission Moment

Your tireless support and dedication as Secretary and Treasurer of the Foundation Academy Board of Trustees helped us reach and impact more than 1,000 youth in Trenton each year. This dedication to our children, community, and family is a commendable beacon of hope. Thank you.

Charlotte Littles thanked Patrick Hall for his service to our students.

1. [Aaiden L.](#)
2. Thank you gift - PH.docx

F. Public Participation

None.

II. Committee Reports

A. Academics, Culture, and Talent Committee

The ACT committee has set its agenda for the upcoming school year. Remote instruction will be used for Summer Academy.

Todd Kent

B. Friends Advancement Committee

The Friends group added two members as of July 1. They will complete their first annual report this fall.

Jacqui
Griffith

1. Advancement Committee 6_24_20.pdf
2. Appeal - Alumni Support.pdf

C. Finance and Facilities Committee

Potential budget cuts were discussed, but the school is in a reasonable financial position.

Allan Kehrt
& Stephen
Silverman

1. Finance Packet

- a. 2020-06-22 Finance Committee Agenda.pdf

D. Strategic Planning Committee

The strategic plan will be finalized soon.

Jacqui
Griffith

III. Consent Agenda Items

A. Approve Minutes

- 1. May 27, 2020 Meeting Minutes

B. Accept Donations as presented and attached

- 1. Roma Bank Community Foundation, \$5000.00 for Healthy Minds, Healthy Bodies Grant, check (3/12/2020)
- 2. General Electric/S. Kanovsky, \$295.20, check (5/1/20)
- 3. Wells Fargo Community Support Campaign/A. Zbinden, 600.00, check (4/29/20)

C. Approve Staff Hires

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

Vote

Lolade
Onashile

1. 2020-21 Salaried Positions

- a. Lismarie Acevedo as School Social Worker
- b. Julia Baran as Talent Associate
- c. Amanda Fenderson as Novice Teacher
- d. Shaniece Hammond as Career Teacher and Instructional Dean

2. 2020-21 Non-Salaried Positions

- a. Kelsey Petty as Grade Level Chair
- b. Alexander Davies as Grade Level Chair
- c. Vianney Anzures as Grade Level Chair
- d. Nicole Bradshaw as Grade Level Chair
- e. Tajh Laster as Middle School Athletic Site Manager
- f. Christian Torino as Middle School Athletic Coordinator
- g. Patrice Garrison as School Summer Social

Work Coordinator

- h. Stacey Washington as Summer Enrollment Coordinator
- i. Cintella Spotwood as Data Intern
- j. Krystal Cohen as Grant Writer
- k. Danielle Janus as Grade Level Chair

3. June talent items

D. Accept Resignations:

- 1. Accept the resignation of Jaclyn Pryor based on failure to sign the 2020-21 contract by the deadline of May 22, 2020.

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

- 1. Lismarie Acevedo
- 2. Amanda Fenderson
- 3. Julia Baran
- 4. Shaniece Hammond

F. Approve Staff Salaries Being Paid Through Federal Grant

Vote

Tara Pepe

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

- 1. Summer Academy Staff Receiving a Portion of Salary Through Grant 20-21.docx

G. Accept Board Secretary Report

Vote

Christopher Lessard

Approve the May Board Secretary Report as presented and attached.

- 1. BoardSecRept_5.31.20.pdf

H. Accept Board Treasurer Report

Vote

Christopher Lessard

Approve the May Board Treasurer Report as presented and attached.

- 1. May Treasurers Rept 2020.pdf

I. Accept Budget Adjustments and Transfer Date 5/31/2020

Vote

Christopher Lessard

Approve the budget adjustments with a transfer date of May 31, 2020 as presented and attached.

- 1. BudgetAdj_5.31.20.pdf

J. 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, 2020 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

June 24, 2020
Date

Board Certification of Accounts
RESOLVED After review of the Secretary's and Treasurer's reports for May 31, 2020 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.

- | | | |
|---|--------------------|-----------------------------------|
| <p>K. Approve Bill List
Approve the bills list for May 28, 2020 to June 24, 2020 in the amount of \$1,022,111.32, and the bills list for July 1, 2020 in the amount of \$258,137.52 as presented and attached.</p> <ol style="list-style-type: none">1. June Check Register.pdf2. July 1 2020 Check Register.pdf | <p>Vote</p> | <p>Tara Pepe</p> |
| <p>L. Approve Gross Payrolls
Approve the gross payrolls for May 29, 2020 in the amount of \$411,148.03, and for June 15, 2020 in the amount of \$412,350.44, as presented and attached.</p> <ol style="list-style-type: none">1. 5.29.20 Payroll Report.pdf2. 6.15.20 Payroll Report.pdf | <p>Vote</p> | <p>Tara Pepe</p> |
| <p>M. Approve EdPlan Connect contract addendum
Approve the contract addendum with Public Consulting Group to add EDPlan Connect for an annual fee of \$5,000.00 as presented and attached.</p> <ol style="list-style-type: none">1. Foundation Academy Charter School EdPlan Connect Services Agreement FY21.pdf | <p>Vote</p> | <p>Tara Pepe</p> |
| <p>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.</p> <ol style="list-style-type: none">1. Annual Board Contract Approval Summary 2020.pdf | <p>Vote</p> | <p>Tara Pepe</p> |
| <p>O. Approve Increasing the Bid Threshold
WHEREAS, Christopher Lessard, School Business Administrator, possesses a Qualified Purchasing Agent (QPA) certificate;
WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3(b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;
NOW, THEREFORE BE IT RESOLVED that the Foundation Academy Charter School Board of Trustees, pursuant to N.J.S.A. 18A:18A-3(a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Trustees, and further authorizes Christopher Lessard, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.</p> | <p>Vote</p> | <p>Christopher Lessard</p> |

P. Approve the 2020-21 Lunch Prices

Consistent with the terms in Section 747 of Division B of the Further Consolidated Appropriations Act, 2020 (P.L. 116-94), Foundation Academy Charter School is exempt from Paid Lunch Equity (PLE) pricing increase requirements because of the surplus enterprise balance as of December 31, 2019. Therefore, Foundation Academy Charter School will maintain the same paid lunch prices for the 2020-21 school year of \$3.05 for elementary and middle school lunches and \$3.20 for high school lunches.

Vote

**Christopher
Lessard**

Q. Review the official release of the 2018-19 District and School HIB Grades Report.

1. District and School HIB Grades Report

R. Approve calendar changes:

1. The addition of the WIDA MODEL testing window from 12/14/2020 to 1/15/2021.
2. The addition of an iReady Diagnostic testing window from 12/7/2020 to 12/11/2020.
3. An adjustment from August 31-September 11 to September 14-25 for F&P window 1.

S. Approve Trustee term renewals:

1. Approve the renewal of Stephen Silverman to a second term July 1, 2020 and ending on June 30, 2023.
2. Approve the renewal of Jacqueline Griffith to a second term July 1, 2020 and ending on June 30, 2023.

T. Accept the resignation of Patrick Hall from the Foundation Academy Board of Trustees as of the end of his term, June 30, 2020.

U. Adopt the following policies, regulations and exhibits:

1. 3100 Budget Planning, Preparation and Adoption
2. 3541.33 Transportation Safety
3. 3542.1 Local Wellness, Nutrition
4. 4112.2 Certification
5. 4116 Evaluation
6. 5131.6 Drugs, Alcohol, Tobacco
7. 6145 Extracurricular Activities
8. 6145.1 Intramural Competition Interscholastic Competition
9. 6171.2 Gifted and Talented
10. Administering Medication Regulation-5141.21R
11. Health AED Regulation-5141R
12. Missing Abused and Neglected Children Regulation-5141.4R

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

1. Correction: Approve the title and salary change of Isiah Jones from Teacher Fellow and \$48,192 to Novice Teacher and \$53,192, effective June 1, 2020.
2. Correction: Approve the title and salary change of Alexandra Rene-Fedna from Teacher Fellow and \$60,000 to Career Teacher and \$65,000, effective August 6, 2020.
3. Correction: Correct the stipend change of Kinny Del Priore, Grade Level Chair from \$1,000 to \$900, effective April 3, 2020.
4. Correction: Adjust the stipend title and amount of Rafael Berriel, from Summer Academy Teacher and \$188 per diem to Summer Academy Coordinator and \$225 per diem, effective July 1, 2020.
5. Correction: Adjust the stipend amount of Jessica Tatelbaum, School Testing Coordinator, from \$2,750 to \$3,250, effective July 1, 2020.
6. Correction: Adjust the stipend amount of Audrey Polites, School Testing Coordinator, from \$2,750 to \$3,250, effective July 1, 2020.
7. Correction: Approve the salary change of Kheri Freeman, Career Teacher and Instructional Dean from \$72,732 to \$76,732

W. Approve Application for Use of School Grounds

Approve the request of the Association for the Study of African American Life and History (ASALH Trenton) to use the West State Street parking lots on Saturday, June 27, 2020 for the Juneteenth Commemoration as presented and attached.

Vote

Tara Pepe

1. Facility Use Request Form.pdf

IV. Resolved/Motion/Roll Call Vote

Kimme Carlos 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 062420-V.A. through 062420-V.W. Todd Kent 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 a matter of individual

Kimme
Carlos

privacy.

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.

Grecia Montero made a motion to enter executive session. Todd Kent seconded the motion. The board voted unanimously to enter executive session at 6:45 PM. At 8:07 PM, Grecia Montero moved to end executive session. Stacy Denton seconded the motion. The board voted unanimously to end executive session.

VI. Closing Items

Stacy Denton made a motion to Adjourn Meeting. Kimme Carlos 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 8:07 PM.
Respectfully Submitted, R. Binz