

Meeting Book - Foundation Academy September 30, 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, September 30, 2020 at 6:02 PM in Room G36 (Basement) of 363 West State Street, Trenton, NJ 08618. Present- Todd Kent, Grecia Montero, Jacqui Griffith, Stacy Denton, Kimme Carlos, Stephen Silverman. Absent - Allan Kehrt

Presented
by: Ms
Jacqui
Griffith

B. Pledge Of Allegiance

Presented
by: Ms.
Jacqui
Griffith

C. Record Attendance and Guests

Staff present: Graig Weiss, Natasia Cooper, Brittany Greco, Eric Bullock ,Jillian Brown, Venetia Birchmore, Corin Rushing-Francis, Angela Joyner, Melissa Campbell, Artemus Werts, Chris Lessard, Sheria McRae 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. Public Participation

none

F. State of School Presentations

1. Primary School

Natasia Shuford, Jill Brown, Brittany Greco, and Eric Bullock updated the board on the Primary School's return to virtual learning.

- a. Board presentation 2020 (2).pdf

Natasia
Shuford

2. Intermediate School

Venetia Birchmore and Corin Rushing Francis updated the board on the Intermediate School's return to virtual learning.

- a. IS_State of School.pdf

Venetia
Birchmore

G. CEO Report: Graduation rates

Our adjusted 4-year rate for 2020 is 93.2%.
Fifty-nine students graduated in the 2019-20 school year.
Twelve graduates met the graduation assessment requirements by passing the ELA substitute competency test.
Nine graduates met the graduation assessment requirements by passing the math substitute competency test.
Zero graduates met the graduation assessment requirements through the portfolio appeals process.
Seven graduates met the graduation assessment requirements through the Waiver allowed by the NJDOE.

Zero graduates met the graduation assessment requirements by alternate requirements specified in their IEPs.

One 12th grade student was denied graduation and zero were denied solely due to failure to meet the graduation assessment requirements.

H. Strategic Imperatives Update

Graig Weiss Reintroduced Shanesia Davis and Artemus Werts, new members of the SLT. He updated the board on progress toward goals related to the Strategic Imperatives.

1. 2020-25 Strategic Imperatives 2020-21 Plan_as of Sept 25 2020.pdf

II. Committee Reports

A. Academics, Culture, and Talent Committee

The ACT Committee's most recent meeting included most of the material presented by Principals at this meeting.

Todd Kent

B. Friends Advancement Committee

The first FOFA annual report is in progress. The group is working toward being able to award larger and more meaningful scholarships.

Jacqui
Griffith

C. Finance and Facilities Committee

Cash on hand is unusually low due to large COVID-19 related expenditures during the summer months (PPE, cleaning supplies, Chromebooks, technology for hybrid learning). HVAC project at 363 is in planning stages, with the intent to use Wednesdays for crane work when the building is largely empty.

Allan Kehrt
& Stephen
Silverman

1. Finance Packet

- a. 2020-09-28 Finance Committee Agenda.pdf

III. Consent Agenda Items

A. Approve Minutes

1. 8_26_20 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. September 2020 Talent Items

2. 2020-21 Salaried Positions

- a. Shanise Thomas as Career Teacher and Instructional Dean
- b. Courtney Agyeman as Alumni Advisor
- c. Kira Williams as Advancement Associate
- d. Mary-Anne Smith as Advancement Associate
- e. Maureen Blackmore as Career Teacher
- f. Samuel Nkereuwem as Teacher Fellow
- g. Markia Francis as Paraprofessional

3. 2020-21 Non-Salaried Positions

a. Britany Peralta as Maternity Leave Replacement

C. Approve Staff Professional Development

Vote

Tara Pepe

Approve the following staff professional development activities:

1. September PD Requests.pdf
2. Jackie Bonk to virtually attend "Be the Ultimate Assistant" on October 8, 2020 and October 9, 2020 for a total cost not to exceed \$1,899.00.
3. Natasia Cooper, Brittany Greco and Alice Lubrano to virtually attend "What Matters Most: EL Education 2020 Virtual Summit" on October 22, 2020 and October 23, 2020 for a total cost not to exceed \$1,800.00.
4. Michelle Lawlor to virtually attend the 2020 Non Profit Storytelling Conference on October 29, 2020 and October 30, 2020 for a total cost not to exceed \$945.00.
5. Michelle Lawlor to virtually attend the 2020 Digital Summit At-Home on November 17, 2020, November 18, 2020 and November 19, 2020 for a total cost not to exceed \$225.00.

D. Approve Training Days

Approve Training Days for the following staff at the rate of \$100.00 per day.

1. Shanise Thomas
2. Courtney Agyeman

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

1. Correction: Approve the salary change of Carmen Soto, School Nurse, from \$55,000 to \$60,000, effective September 1, 2020.
2. Correction: Approve the salary and title change of Jeffrey Lubieski, from Head of Facilities and \$66,988 to Facilities Associate and \$62,988, effective September 16, 2020.
3. Correction: Remove the stipend for Tajh Laster, Athletic site Manager, effective August 6, 2020.
4. Correction: Approve the salary and title change of Maura Farrell, from Teacher Fellow and \$52,709 to Novice Teacher and \$57,709, effective September 16, 2020.
5. Correction: Approve the salary adjustment of Kathleen Reilly, Director of Advancement, from

\$61,865 to \$71,797.36, effective October 1, 2020.

6. Correction: Approve the title and salary change of Bailie Gregory, from Teacher Fellow and \$47,709 to Novice Teacher and \$52,709, effective September 16, 2020.
7. Correction: Approve the title and salary change of Lorraine Sroka, from College and Career Advisor and Team Leader and \$69,283 to Assistant Principal of Instruction and \$78,965, effective September 1, 2020.
8. Correction: Approve the title and salary change of Colleen DiDonato, from Career Teacher and Team Leader and \$83,410 to Career Teacher and \$72,793, effective October 1, 2020.
9. Correction: Approve the title change of Shavone Chambers, from High School Assistant Principal to Assistant Principal of Instruction, effective September 27, 2020.

F. Approve Student Teachers

Approve Kayla Bianco, Amanda Borell, Allison Crisafulli, Samantha McGovern, Alea Pinho and Karen Villagomez from Rider University to serve as student teachers for the 2020-21 school year as presented and attached.

1. Resume_KBianco.pdf
2. Resume_ABorell.pdf
3. Resume_ACrifafulli.pdf
4. Resume_SMcGovern.pdf
5. Resume_APinho.pdf
6. Resume_KVillagomez.pdf

Vote

Lolade
Onashile

G. Approve Submission of Charter Amendment Request

Approve the submission of the 2020 Charter Renewal Application with a proposed amendment to the Foundation Academy Charter School charter to expand enrollment and add an additional school site beginning in the 2024-25 school year as presented and attached.

1. Expansion Resolution.docx

H. Accept Board Secretary Report

Approve the August Board Secretary Report as presented and attached.

1. BoardSecReport_2020-08-31.pdf

Vote

Christopher
Lessard

I. Accept Board Treasurer Report

Approve the August Board Treasurer Report as presented and attached.

1. TreasurerRept_August2020.pdf

Vote

Christopher
Lessard

J. Accept Budget Adjustments and Transfer Date 8/31/2020

Approve the budget adjustments with a transfer date of August 31,

Vote

Christopher
Lessard

2020 as presented and attached.

1. BudgetAdj_8.31.2020.pdf

K. Approve Certification of Accounts

Certification of Accounts

Pursuant to N.J.A.C. 6A:23A-16.1 0 (c) 3, I certify that as of August 31, 2020 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

Christopher Lessard

September 30, 2020
Date

Board Certification of Accounts

RESOLVED After review of the Secretary's and Treasurer's reports for August 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.

Vote

Christopher
Lessard

L. Approve Bill List

Approve the August 27, 2020 to September 30, 2020 bills list in the amount of \$1,628,660.90 as presented and attached.

1. September Check Register.pdf

Vote

Tara Pepe

M. Approve Gross Payrolls

Approve the gross payrolls for August 31, 2020 in the amount of \$430,663.95 and for September 15, 2020 in the amount of \$423,691.57 as presented and attached.

1. 8.31.20 Payroll Report.pdf
2. 9.15.20 Payroll Report.pdf

Vote

Tara Pepe

N. Accept the Coronavirus Relief Fund Grant Allocation

Approve the acceptance of the Coronavirus Relief Funds Grant allocation in the amount of \$142,643.

Vote

Tara Pepe

O. Approve the appointment of Hatfield Schwartz LLC as Board counsel

WHEREAS, Stefani Schwartz, Esq. serves as counsel to Foundation Academy Charter School; and WHEREAS, Foundation Academy Charter School wishes to continue that representation seamlessly and without disruption; and WHEREAS, commencing on or about September 8, 2020, Stefani Schwartz, Esq. will no longer practice with the Weiner Law Group but will instead practice with Hatfield Schwartz LLC, 240 Cedar Knolls Road, Suite 303, Cedar Knolls, NJ 07927; now therefore BE IT RESOLVED THAT, effective immediately the prior resolution appointing the Weiner Law Group as counsel is hereby amended to substitute the name of Hatfield Schwartz LLC. All other aspects of the Resolution will remain in full force and effect, and Hatfield Schwartz LLC will submit the required disclosure forms.

1. Foundation Academy Charter School Transfer Letter.pdf

Vote

Graig
Weiss

P. Approve staffing agency contract

Approve the contract with School Staffing Associates to provide staffing services to Foundation Academy Charter School on an as needed basis as presented and attached.

Vote

Tara Pepe

1. School Staffing Associates Foundation Academies Agreement 062920.pdf

Q. Approve MOU for the Virtual Workplace Mentoring Program with Big Brothers Big Sisters of Mercer County and New Jersey Manufacturers Insurance Company as presented and attached.

1. MOU NJ Manufacturers Boys and Girls Club.pdf

R. Approve calendar changes:

Approve updates to iReady windows and October 23rd teacher in-service date.

1. 2020-21 Staff Calendar.pdf

IV. 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 093020-III.A. through 093020-III.R. Stacy Denton seconded the motion. The board voted unanimously to approve the motion.

V. Closing Items

Grecia Montero made a motion to Adjourn Meeting. Stacy Denton 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 8:03 PM. Respectfully Submitted, R. Binz