

# Meeting Book - Foundation Academy January 27, 2021 Board Meeting

## Foundation Academies Board Meeting

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### I. Opening Items

#### A. Call The Meeting to Order

Presented by: Ms Jacqui Griffith / Presented By: Ms. Jacqui Griffith / Jacqui Griffith called a meeting of the board of trustees of Foundation Academy Charter School to order on Wednesday, January 27, 2021 at 5:05 PM via Google Meet. Present- Todd Kent, Allan Kehrt, Jacqui Griffith, Stephen Silverman, Kimme Carlos, Stacy Denton, Grecia Montero.

Presented  
by: Ms  
Jacqui  
Griffith

#### B. Record Attendance and Guests

Staff present: Graig Weiss, Sheria McRae, Lolade Onashile, Melissa Campbell, Natasia Cooper, Artemus Werts, Venetia Birchmore, Chris Lessard (entered at 6:00 PM) and Rachael Binz, in the capacity of secretary to the board. Public present: Stacy Washington (Exited at 5:20 PM, returned at 6:00 PM, exited again at 6:13 PM) and Stefani Green [Schwartz] (exited at 6:13 PM), Counsel to the Board of Trustees.

#### C. 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 virtual meeting place, date, and time thereof posted in the Trenton Times and Trentonian newspapers and on the school website. Formal action may take place at this meeting.

Presented  
by: Ms.  
Jacqui  
Griffith

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### II. 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 the Evaluation of the Chief Executive Officer.

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.

Stacy Denton made a motion to enter executive session. Grecia Montero seconded the motion. The board voted unanimously to enter executive session in a separate Google Meet. Executive session began at 5:07 PM and adjourned at 6:00 PM. The meeting continued in public session at the original Google Meet at 6:00 PM.

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### III. Continuation of Public Session

Resumed at 6:00 PM

#### A. Public Participation

Employee No. 432 spoke on her behalf. She indicated her dissatisfaction with the School and the administration. She stated that she would have quit if not terminated. She spoke for the duration permitted, the Board had no comment.

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### IV. Resolution 012721-IV.A

After the close of public session, Todd Kent made a motion to approve the recommendation of the Chief Executive Officer to approve the below-

identified consent agenda item numbered 012721-IV.A. Allan Kehrt seconded the motion. The board voted unanimously to approve Resolution 012721-IV.A .

**A. Approve the termination of employee number 432, effective January 12, 2021.**

1. Resolution Terminating Employee 432's employment

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**V. Updates**

After the approval of Resolution 012721-IV.A . the board meeting continued with school updates.

**A. CEO Update**

Graig Weiss updated the board on Progress toward the Strategic Imperatives. Shanesia Thomas provided an additional update on the Leadership Imperative and Lolade Onashile updated on staff health and wellness initiatives.

Graig  
Weiss

1. Strategic Imperatives Update
2. Leadership Pathways at Foundation Academies

**B. Upcoming Events**

Organizational wide virtual celebration on Monday, February 1st at 8:30am-9:15am.

Google Link:  
<https://meet.google.com/oju-gjac-duu>

Virtual Blacks in Wax: February 26th from 4:30-5:30 pm

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**VI. Committee Reports**

**A. Academics, Culture, and Talent Committee**

Todd Kent updated the board on alumni progress.

1. Alumni Data 1/2021.pdf

Todd Kent

**B. Friends Advancement Committee**

The Advancement Committee did not meet in January.

Jacqui  
Griffith

**C. Finance and Facilities Committee**

The board congratulated the school on its 12th consecutive audit with no findings. The HVAC project and office renovations are ongoing. The school is working towarded putting a new floor in at the high school gym.

Allan Kehrt  
& Stephen  
Silverman

1. Finance Packet

- a. 2021-01-25 Finance Committee Agenda.pdf

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**VII. Consent Agenda Items**

**A. Approve Minutes**

1. December 16, 2020 board meeting minutes

**B. Accept Donations as presented and attached**

1. Fidelity Charitable (Dean and Marte Pierson), \$250.00 (check), 12/3/20
2. Fidelity Charitable (Sarah Ringer), \$10,000 (check), 12/16/20
3. Mark and Carol Pollard, in Honor of Stephen

Silverman, \$1,500.00 (check), 12/10/20

**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 Non-Salaried Positions**

- a. Marina Pappas as Wellness Session Host
- b. Devin Fergusson as Wellness Session Host
- c. Colleen DiDonato as Wellness Session Host
- d. Jacqueline Martinez as Wellness Coordinator
- e. Sara Landau as Wellness Coordinator
- f. Barbara Zjawin as HIB Coordinator
- g. Veronica Sweet as Maternity Leave Replacement
- h. January 27 - FABOT.pdf

**D. Approve the termination of employee number 369, effective December 17, 2020.**

- 1. Resolution Terminating employee number 369's employment.docx

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

- 1. Recognize the resignation of Emma Hansen, Teacher, effective January 29, 2021.
  - a. e. hansen
- 2. Accept the resignation of Kelly Fischer, Teacher, effective February 10, 2021.
  - a. k. fischer
- 3. Accept the resignation of Samantha Millard, Teacher, effective January 19, 2021.
  - a. s. millard

**F. Approve Staff Salaries Being Paid Through Federal Grant**

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

Vote

Tara Pepe

- 1. Additional Staff Receiving a Portion of Salary Through Grant FY21\_Jan2021.docx

**G. Approve Staff Professional Development**

Approve the following staff professional development activities:

Vote

Tara Pepe

- 1. January PD Requests.pdf

2. Lismarie Acevedo, Patrice Garrison and Katherine Kilcullen to virtually attend the 2021 ACSSW National Virtual School Social Work Institute on February 1, 2021 and February 2, 2021 for a total not to exceed \$975.00

3. Jeff Castagne to attend the Black Seal Low Pressure Training Program on February 6, 2021 for a total cost not to exceed \$600.00 plus the cost of ground transportation per Board policy.

4. Natasia Cooper to virtually attend "Crucial Accountability" on March 1, 2021 through March 5, 2021 for a total cost not to exceed \$3,290.00

5. Amanda Fenderson to virtually attend "Eureka Math: Major Work of the Grade Band 3-5" on March 23, 2021 for a total cost not to exceed \$100.00

**H. Accept Board Secretary Report**

Approve the December Board Secretary Report as presented and attached.

Vote

Christopher Lessard

1. BoardSecReport\_2020-12-31.pdf

**I. Accept Board Treasurer Report**

Approve the Board Treasurer Report as presented and attached.

Vote

Christopher Lessard

1. TreasurerRept\_Dec2020.pdf

**J. Accept Budget Adjustments and Transfer Date 12/31/2020**

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

Vote

Christopher Lessard

1. BudgetAdj\_12.31.20.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 December 31, 2020 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

Vote

Christopher Lessard

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Christopher Lessard

January 27, 2021  
Date

Board Certification of Accounts

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

**L. Approve Bill List**

Approve the December 17, 2020 to January 27, 2021 bills list in the amount of \$1,335,280.48 as presented and attached.

1. January Check Register.pdf

Vote

Tara Pepe

**M. Approve Ronald Brady Scholarship Fund bills list**

Approve the Ronald Brady Scholarship Fund bills list for January totaling \$122.75 as presented and attached.

1. Ronald Brady Scholarship Fund Check Register\_January21.pdf

Vote

Tara Pepe

**N. Accept CAFR**

Accept the June 30, 2020 Certified Annual Financial Report (CAFR) with no recommendations as presented and attached.

1. Foundation Academy Charter School June 30, 2020 Audit Report.pdf
2. Foundation Academy Charter School June 30, 2020 AMR Report.pdf

Vote

Christopher Lessard

**O. Approve Gross Payrolls**

Approve the gross payrolls for December 23, 2020 in the amount of \$441,788.96 and for January 15, 2021 in the amount of \$430,363.22 as presented and attached.

1. 12.23.20 Payroll Report.pdf
2. 1.15.21 Payroll Report.pdf

Vote

Tara Pepe

**P. Approve MOU with the NJ Public Charter Schools Association for the Digital Divide Grant**

Approve the Memorandum of Understanding with the New Jersey Public Charter Schools Association for the Digital Divide Grant award in the amount of \$13,629.48 as presented and attached.

1. MOU\_DigitalDivideGrant.pdf

Vote

Tara Pepe

**Q. Approve Professional Development contract with Kickboard, Inc.**

Approve the contract with Kickboard, Inc to provide professional development services for a total not to exceed \$12, 500.00 as presented and attached.

1. P202100580\_Contract.pdf

Vote

Tara Pepe

**R. Confirm HIB Findings**

1. 220341\_FAC\_12102020 as FOUNDED- ALL
  - a. InvestigationSummary\_220341\_FAC\_12102020.pdf

Vote

Barbara Zjawin

**S. Approval the submission of the July-December 2020 School Safety Data System Report (Period 1)**

1. SSDS.1.2020.21.pdf

**T. Accept the maternity leave extension request from the following staff:**

1. Approve the maternity leave extension of Erica Forrester, Senior Talent Operations Associate, starting March 23, 2021, and returning August 23, 2021.

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

1. Correction: Approve the salary change of Kashana Ricketts, Teacher Fellow, from \$ 47,709 to \$52,709, effective January 1, 2021.
2. Correction: Approve the per diem rate of Tanieca Buchanan, Substitute Teacher, from \$235 per diem to \$260 per diem, effective January 1, 2021.
3. Correction: Approve the salary adjustment of Ashley Tubbs, Teacher Fellow, from \$47,709 to \$49,757, effective January 25, 2021.

V. Approve the Growth-Focused Award in the amount of \$1,000 each for the following staff members effective January 27, 2021.

1. Michelle Lawlor
2. Alexandra Rene-Fedna
3. Tajh Laster
4. Thomas Dougherty
5. Calvin McRae

W. Renew the employment contracts of the following salaried staff as presented and attached, effective January 1, 2021.

1. Renewals for 2020-21 Salaried Positions
  - a. Natasia Cooper as Principal
  - b. Angela Joyner as Principal

X. Approve the first reading of the following policy:

1. 3541.32 District Owned Vehicles

Y. Renew the employment contract and approve the evaluation of Graig Weiss, Chief Executive Officer as presented and attached.

1. Resolution approving renewal of Graig Weiss, CEO.

Z. Renew the employment contract of Sheria McRae as presented and attached.

1. Resolution approving renewal of Sheria McRae, CAO

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## VIII. Resolved/Motion/Roll Call Vote

Kimme Carlos made a motion to RESOLVE that the Board of Trustees accept the recommendation to the Chief Executive Officer to approve the above- identified consent agenda items numbered 012720-VII.A. through

012720-VII.Z. Todd Kent seconded the motion. The board voted unanimously to approve the motion.

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## **IX. 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 7:27 PM. Respectfully Submitted, R. Binz