

Meeting Book - Foundation Academy March 31, 2021 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, March 31, 2021 at 6:03 PM via Google Meet Present- Grecia Montero, Todd Kent, Stephen Silverman, Stacy Denton, Jacqueline Griffith. Absent - Kimme Carlos, Allan Kehrt

Presented
by: Ms
Jacqui
Griffith

B. Record Attendance and Guests

Staff present: Artemus Werts, Graig Weiss, Sheria McRae, Natasia Cooper, Venetia Birchmore, and Rachael Binz, in the capacity of secretary to the board. Public present: None

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 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

D. Mission Moment

The board discussed the high student newsletter and shared its excitement at the achievements of two alumni.

1. [FAC Student Newsletter](#)

2. Alumni check in

E. Public Participation

None.

F. CEO Report

Graig Weiss gave an update on the progress toward returning students to the building. Hybrid learning will start on 4/12/2021.

Graig
Weiss

1. Reopening Procedures

2. 2020-25 Strategic Imperatives, 2020-21 Plan

3. March 2021 Update - FABOT.pdf

G. Upcoming Events

April 12th: Reopening to students!!!

April 30th: Last day to file financial disclosures

May 12th: Staff Renewal FABOT meeting

II. Committee Reports

A. Academics, Culture, and Talent Committee

Todd Kent gave a report on progress relating to the strategic imperative "Resilience".

Todd Kent

B. Friends Advancement Committee

The Advancement Committee is planning its spring campaign and preparing to review scholarship applications.

Jacqui
Griffith

C. Finance and Facilities Committee

The school is in a secure financial position and is in the process of

Allan Kehrt
& Stephen

1. Finance Packet

- a. 2021-03-29 Finance Committee Agenda.pdf

III. Consent Agenda Items

A. Approve Minutes

1. February 2021 FABOT meeting minutes.pdf

B. Accept Donations as presented and attached

1. The Friends of Foundation Academy Charter School, \$88,975.00 for Advancement Staffing, check (2/23/2021)
2. Brightfunds (Anthony Klockenbrink), \$2475.00 (check), 2/18/2021

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. Bridget Lewis as Paraprofessional
- b. Trevon Haywood as Temporary Interview Day Coordinator

2. March 31 FABOT.pdf

3. 2020-21 Non-Salaried Positions

- a. Lechelle McNair as Proctor
- b. Lilian Juan as Spanish/English Interpreter
- c. Jeanelle Escobar as Spanish/English Interpreter

4. 2021-22 Salaried Positions

- a. Victoria Taft as Career Teacher
- b. Victoria Carroll as Career Teacher
- c. Damarly Dunkley as Career Teacher
- d. Eugene Kim as Career Teacher
- e. Siani Crowell as Novice Teacher

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

1. Accept the resignation of Dana Conklin, Teacher, effective, April 26, 2021
 - a. D. Conklin

2. Accept the resignation of LaShannon Taylor, Teacher, effective March 25, 2021.

a. L. Taylor

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

1. Victoria Carroll
2. Victoria Taft
3. Damarly Dunkley
4. Eugene Kim
5. Siani Crowell

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. Additional Staff Receiving a Portion of Salary Through Grant FY21_March2021.docx

G. Approve Staff Professional Development Vote Tara Pepe

Approve the following staff professional development activities:

1. March Staff PD Requests.pdf
2. Natasha Green to virtually attend "Managing Multiple Projects, Objectives and Deadlines" on April 7, 2021 for a total cost not to exceed \$149.00 as presented and attached.
3. Natasha Green to virtually attend "Getting the Most from Microsoft Excel" on April 9, 2021 for a total cost not to exceed \$149.00 as presented and attached.

H. Accept Board Secretary Report Vote Christopher Lessard

Approve the February Board Secretary Report as presented and attached.

1. BoardSecReport_2021-02-28.pdf

I. Accept Board Treasurer Report Vote Christopher Lessard

Approve the February Board Treasurer Report as presented and attached.

1. TreasurerRept_February2021.pdf

J. Accept Budget Adjustments and Transfer Date 2/28/2021 Vote Christopher Lessard

Approve the budget adjustments with a transfer date of February 28, 2021 as presented and attached.

1. BudgetAdj_2.28.21.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 February 28, 2021 no major budgetary line item account expenditure exceeds

the amount appropriated by the district Boards of Education.

Christopher Lessard

March 31, 2021
Date

Board Certification of Accounts

RESOLVED After review of the Secretary's and Treasurer's reports for February 28, 2021 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 submission of the 2021-22 budget

Approve the proposed 2021-22 budget for submission to the New Jersey Department of Education as presented and attached

Vote

Christopher
Lessard

1. Budget_2021-2022 0.1 Foundation Academy ORIGINAL (with PY Comparison).pdf

M. Approve CRRSA ESSER II Grant Submission

Approve the submission of the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) Elementary and Secondary School Emergency Relief Fund (ESSER II) Grant application , and accept the grant award of these funds upon subsequent approval of the CRRSA ESSER II Grant application.

Vote

Tara Pepe

N. Approve the submission of an amendment to the FY21 IDEA Grant

Approve the submission of an amendment to the FY21 IDEA grant to reallocate funds for special education instructional and support supplies.

Vote

Tara Pepe

O. Approve Bill List

Approve the February 25, 2021 to March 31, 2021 bills list in the amount of \$1,618,382.86 as presented and attached.

Vote

Tara Pepe

1. March Check Register.pdf

P. Approve Gross Payrolls

Approve the gross payrolls for February 26, 2021 in the amount of \$416,262.51 and for March 15, 2021 in the amount of \$418,892.77 as presented and attached.

Vote

Tara Pepe

1. 2.26.21 Payroll Report.pdf
2. 3.15.21 Payroll Report.pdf

Q. Approve the National Instructional Leadership Development Memorandum of Understanding

Approve the National Instructional Leadership Development MOU with Relay Graduate School of Education for Isabel Goss to participate in the National Principal Academy Fellowship for a total cost not to exceed \$12,000.00 as presented and attached.

Vote

Sheria
McRae

1. SY2021-22_RelayGraduateSchoolLeadershipMOU.pdf
2. Relay_PDRequestForm_Igoss.pdf

R. Approve the high school graduation venue contract

Approve the contract with Garden State Baseball, LP DBA Trenton Thunder to use Arm & Hammer Park as the high school graduation

Vote

Tara Pepe

venue for a total cost not to exceed \$5,000.00 as presented and attached.

1. P202100746_SignedContract.pdf

S. Approve the first reading of the following policy:

1. 3542.2 School Meal Program Arrears

T. Approve calendar changes:

1. Adjust high school graduation to June 15, 2021.
2. Adjust the last day of school to June 18, 2021.
3. Adjust the 8th Grade Recommitment Ceremony to June 17, 2021.

U. Approve the leave requests from the following staff:

1. Approve the medical leave of Kathryn Zervos, Teacher, starting April 21, 2021 returning June 4, 2021.

a. K. Zervos

2. Approve the FMLA leave of Laura Bloom, Teacher, starting March 19, 2021 returning May 21, 2021.

a. L. Bloom

V. Approve the maternity leave extension requests from the following staff:

1. Approve the maternity leave extension of Danielle Janus, Teacher, starting April 12, 2021, and returning November 15, 2021.
2. Approve the maternity leave extension of Erica Forrester, Senior Talent Operations Associate, starting March 17, 2021 returning August 23, 2021.
3. Approve the maternity leave extension of Denise Bemby, Teacher, starting April 12, 2021, and returning November 15, 2021.

a. D. Bemby

4. Approve the maternity leave extension of Melissa Campbell, starting February 8, 2021, and returning May 17, 2021.

a. M. Campbell

W. Approve a one-time bonus in the amount of \$1,000 for the following staff members as presented and attached.

Approve a one time bonus of \$1000.00 from the Board of Trustees as presented and attached in appreciation for the hard work of staff through a very difficult year.

1. Staff Bonus List

X. Approve the salary and stipend adjustments for staff as presented and attached:

1. March 31- FABOT Corrections.pdf

Y. Approve a one-time bonus in the amount of \$1,000 for the following staffing agency substitutes as presented and attached:

1. Agency Substitute Bonus List

Z. Approve custodial contract

Approve contract with Cleanest Management Services LLC to provide a full time custodian for a cost not to exceed \$3,298.68 per month as presented in the attached proposal.

Vote

Tara Pepe

1. Foundation Academy March 31 2021 Proposal.pdf

IV. Resolved/Motion/Roll Call Vote

Todd Kent 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 032621-III.A. through 032621-III.Z. Stephen Silverman seconded the motion. The board voted unanimously to approve the motion.

V. Closing Items

Stacy Denton 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 7:09 PM. Respectfully Submitted, R. Binz