

# Meeting Book - Foundation Academy June 30, 2021 Board Meeting

## Foundation Academies Board Meeting

---

### I. Opening Items

#### A. Call The Meeting to Order

Presented By: Ms. Jacqui Griffith / Ms. Jacqui Griffith called a meeting of the board of trustees of Foundation Academy Charter School to order on Wednesday, 30, 2021 June at 6:00 PM in Room 100 22 Grand Street, Trenton, NJ 08611. Present- Kimme Carlos, Stacy Denton, Grecia Montero, Todd Kent, Jacqui Griffith

Presented  
by: Ms.  
Jacqui  
Griffith

#### B. Record Attendance and Guests

Staff present: Graig Weiss, Chris Lessard. , Public present: Allan Kehrt, Michaela Kehrt, Emily Kehrt, Kathleen Kehrt, Nora Kehrt, Matthew Kehrt, Carl Seiden, Leigh Ann Torcivia.

#### 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.  
Kimme  
Carlos

#### D. Mission Moment

The board honored Mr. Allan Kehrt for his service to the school.

#### E. Public Participation

None.

#### F. Strategic Imperatives Update

1. 2020-25 Strategic Imperatives, 2021-22 Plan\_as of June 30 2021 - Google Docs.pdf

Graig  
Weiss

#### G. Upcoming Events

SAA begins on July 6th!

---

### II. Committee Reports

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

Todd Kent gave a report on the close of the 2020-21 school year.

Todd Kent

#### B. Friends Advancement Committee

Did not meet.

Jacqui  
Griffith

#### C. Finance and Facilities Committee

Todd Kent reported on the status of school finances and facilities.

##### 1. Finance Packet

- a. 2021-06-28 Finance Committee Agenda.pdf

#### D. Trustees Committee

Jacqui Griffith introduced Carl Seiden to the board and staff present, and gave an update on recruitment efforts.

---

### III. Consent Agenda Items

#### A. Approve Minutes

**B. Approve Staff Hires**

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

Vote

Lolade  
Onashile

**1. 2021-22 Salaried Positions**

- a. Destiny Stoll as Teacher Fellow
- b. Damon Peoples as Teacher Fellow
- c. Danielle McCrary as School Secretary
- d. Dorcas Okonofua as Paraprofessional
- e. Desrine Richards as Facilities Associate/Bus Driver
- f. James Blocker as Temporary Technology Associate
- g. Kevin Jones as Novice Teacher
- h. Victoria Minneci as School Nurse
- i. Sheldon Coombs as Teacher Fellow
- j. Anthony Terry as Facilities Associate/Bus Driver

**2. 2021-2022 Stipends/Non-Salaried positions**

- a. Nicole Cassell as School Testing Coordinator
- b. Kathleen Griffo as School Testing Coordinator
- c. Nicole Cassell as Grade Level Chair
- d. Tiffany Acevedo as Grade Level Chair
- e. Brian Kelley as Summer Facilities Associate
- f. Shadura Lee as Summer School Teacher
- g. Folasade Jacobs as Summer School Teacher
- h. Alexander Davies as Summer School Teacher
- i. Mckenzie Lennon as Technology Intern
- j. Carla Perez as Advancement Intern

**C. Approve training days for the following staff at the**

rate of \$100.00 per day.

1. Destiny Stoll
2. Danielle McCrary
3. Dorcas Okonofua
4. Desrine Richards
5. James Blocker
6. Kevin Jones
7. Victoria Minneci
8. Sheldon Coombs
9. Anthony Terry

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

1. Accept the resignation of David A Barrera, Custodial Manager and Bus Driver, effective June 30, 2021.

a. DavidABarrera JR Resignation.pdf

2. Accept the resignation of David G Barrera, Facilities Associate and Bus Driver, effective June 30, 2021.

a. DavidGBarrera Sr Resignation.pdf

3. Accept the resignation of Tanieca Buchanan, Substitute Teacher, effective June 30, 2021.

a. T.Buchanan Resignation.pdf

4. Accept the resignation of Veronica Sweet, Maternity Leave Replacement, effective June 30, 2021.

a. VS\_Letter of Resignation.docx

5. Accept the resignation of Tajh Laster, Career Teacher, effective June 30, 2021.

a. T.Laster Resignation.pdf

6. Accept the resignation of Shanise Thomas, Career Teacher and Instructional Dean, effective June 30, 2021.

a. SThomas\_Resignation.docx

7. Accept the resignation of Colleen DiDonato, Career Teacher, effective June 30, 2021.

a. CDiDonato Resignation.pdf

8. Accept the resignation of Lauriann Mason, Career Teacher, effective June 30, 2021.

a. L.Mason Resignation.pdf

9. Accept the resignation of Kristy Cooper, Career Teacher, effective June 30, 2021.

a. Kristy Cooper resign.docx

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

1. Laura Bloom
2. Christina Mangus
3. Krystal Cohen
4. June 30-FABOT Corrections.pdf

F. Approve Staff Professional Development

Approve the following staff professional development activities:

1. June PD Requests.pdf
2. Lori Sroka to virtually attend Rediker master scheduling training for a total cost not to exceed \$1,200.00.
3. Natasia Cooper to virtually attend "Coaching When You're the Boss" on July 27, 2021 for a total cost not to exceed \$495.00.
4. Shanesia Davis to attend the Society for Human Resource Management annual conference in Las Vegas, NV on September 9, 2021 to September 12, 2021 for a total cost not to exceed \$3,489.00 plus the cost of ground transportation per Board policy.

Vote

Tara Pepe

G. Accept Board Secretary Report

Approve the May Board Secretary Report as presented and attached.

1. BoardSecReport\_2021-05-31.pdf

Vote

Christopher Lessard

H. Accept Board Treasurer Report

Approve the May Board Treasurer Report as presented and attached.

1. TreasurerRept\_May2021.pdf

Vote

Christopher Lessard

I. Accept Budget Adjustments and Transfer Date 5/31/2021

Approve the budget adjustments with a transfer date of May 31, 2021 as presented and attached.

1. BudgetAdj\_5.31.21.pdf

Vote

Christopher Lessard

J. 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 May 31, 2021 no major budgetary line item account expenditure exceeds the

Vote

Christopher Lessard

amount appropriated by the district Boards of Education.

---

Christopher Lessard

June 30, 2021  
Date

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

**K. Approve Bill List**

Vote

Tara Pepe

Approve the May 27, 2021 to June 30, 2021 bills list in the amount of \$1,872,513.20 as presented and attached.

1. June Check Register FINAL.pdf

**L. Approve Gross Payrolls**

Vote

Tara Pepe

Approve the gross payrolls for May 28, 2021 in the amount of \$412,948.93, for June 15, 2021 in the amount of \$411,430.70, and for June 30, 2021 in the amount of \$425,120.33 as presented and attached.

1. 5.28.21 Payroll Report.pdf
2. 6.15.21 Payroll Report.pdf
3. 6.30.21 Payroll Report.pdf

**M. Approve dual enrollment agreement between Foundation Academies and Mercer County Community College as presented and attached.**

1. MCCC Dual Enrollment Agreement 2021-22.pdf

**N. Approve memorandum of agreement between Foundation Academies and HiTOPS Peer Leadership Program as presented and attached.**

1. 2020-2021 HiTops MOA.pdf

**O. Approve out of district placement contracts**

1. Approve the out of district placement contracts for students 3993073025 and 2750251807 at Garfield Park Academy for the 2021-22 school year.

Approve the out of district placement contracts for students 3993073025 and 2750251807 at Garfield Park Academy for the 2021-22 school year. Foundation Academy Charter School will continue to maintain case management of the students and Trenton Public School District will be responsible for paying all tuition costs associated with the students' placement.

2. Approve the revised out of district placement contract for student 2750251807 at Garfield Park Academy for the 2020-21 school year.

Approve the revised out of district placement contract for student 2750251807 at Garfield Park Academy for the 2020-21 school year. Foundation Academy Charter School will continue to maintain case management of the students and Trenton Public School District will be responsible for paying all tuition costs associated with the students' placement.

**P. Approve calendar changes:**

1. Approve the adjustment of Senior Signing Day to June 8, 2022.
2. Approve the adjustment of the December Board of Trustees meeting date to December 15, 2021.

**Q. Approve the medical leave requests of the following staff:**

1. Approve the medical leave extension of Kathryn Zervos, Career Teacher, starting April 21, 2021 through June 18, 2021.

a. K. Zervos

2. Approve the medical leave for Anthony Petralia, Senior Technology Support Associate, starting May 28, 2021 through August 1, 2021.

a. A. Petralia

**R. Approve the first reading of the following policies, regulations and exhibits:**

1. 2224.1 Title IX-Sex Based Discrimination
2. 2224.1 Title IX-Sex Based Discrimination Regulation
3. 2224.1 Title IX-Sex Based Discrimination Report Form
4. 6140 Curriculum Adoption

**S. Approve the appointment of Carl Seiden to the Foundation Academy Board of Trustees for an initial 3-year term beginning on July 1, 2021 and ending on June 30, 2024.**

**T. Reappoint Grecia Montero to a one year term on the Foundation Academy Board of Trustees ending on June 30, 2022.**

**U. Approve the submission of the FY22 IDEA application**

Approve the submission of the IDEA application for Fiscal Year 2022, and accept the grant award of the funds upon subsequent approval of the FY 2022 IDEA application.

Vote

Tara Pepe

**V. Approve the submission of the FY22 ESEA application**

Approve the submission of the ESEA application for Fiscal Year 2022, and accept the grant award of these funds upon subsequent approval of the FY 2022 ESEA application.

Vote

Tara Pepe

**W. Approve Membership Renewal with New Jersey Schools Insurance Group Educational Risk & Insurance Consortium North**

Vote

Tara Pepe

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools; WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Foundation Academy Charter School Board of Trustees, herein after referred to as the "Educational Institution," has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and, WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2021, and ending July 1, 2024 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees

and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11)The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12)The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

---

#### **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 063021-V.A. through 063021-V.V. Grecia Montero 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.

The board voted enter executive session at 7:35 PM. The board voted to end executive session at 8:15 PM.

---

#### **VI. Closing Items**

There being no further business to be transacted the board VOTED unanimously to adjourn the meeting 8:16 PM.