

Meeting Book - Foundation Academy September 29, 2021 Board Meeting

I. Opening Items

A. Call The Meeting to Order

Presented By: Ms. Kimme Carlos / Kimme Carlos called a meeting of the board of trustees of Foundation Academy Charter School to order on Wednesday, September 29, 2021 at 6:01 PM in Room G36 (Basement) of 363 West State Street, Trenton, NJ 08618. Present- Todd Kent, Jacqui Griffith, Grecia Montero, Kimme Carlos, Stacy Denton, Carl Seiden.

Presented
by: Ms.
Kimme
Carlos

B. Record Attendance and Guests

Staff present: Graig Weiss, Sheria McRae, Natasia Cooper, Melissa Campbell, Angela Joyner, Artemus Werts, Kheri Freeman, Chris Lessard and Rachael Binz, in the capacity of secretary to the board. Public present: Al-Lateef Farmer, board candidate

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

Natasia Cooper presented a video of kindergarten class lesson segment.

Natasia
Cooper

1. [Kindergarten Word of the Month](#)

E. Public Participation

None

F. Strategic Imperatives Update

The preliminary adjusted 4-year rate for 2021 is 93.2%.

Historical 4-year rates are as follows:

2020- 93.2%

2019- 87.5%

2018- 96.5%.

1. [2020-25 Strategic Imperatives](#)

Graig
Weiss

G. K-8 Priorities Presentation

Natasia Cooper, Kheri Freeman, Artemus Werts, and Angela Joyner presented the K-8 literacy priority.

Natasia
Cooper,
Kheri
Freeman,
Artemus
Werts,
Angela
Joyner

1. K-8 Priority 9.29.2021.pdf - 1

H. Upcoming Events

October 15 - Virtual Latinx Heritage Month Events

II. Committee Reports

A. Academics, Culture, and Talent Committee

Todd Kent updated the board on Talent data, Summer Accelerated Academy results, High School credit recovery, and IReady data.

Todd Kent

B. Friends Advancement Committee

The Advancement Committee is putting two board candidates forward tonight as potential members of the Foundation Academy Board of Trustees.

Jacqui
Griffith

C. Finance and Facilities Committee

Carl Seiden gave the financial report.

Carl
Seiden

1. Finance Packet

III. Consent Agenda Items

A. Approve Minutes

1. August 25, 2021 board meeting minutes - 23

B. Accept Donations as presented and attached

1. Roma Bank Community foundation, \$2500.00 for Supporting Young Scientists grant, check (7/1/2021)
2. The Friends of Foundation Academy Charter School, \$50,000.00 for Advancement Staffing, check (09/07/2021)

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

1. Accept the resignation of Alyssa Salvi, Executive Administrative Assistant, with the corrected date of August 27, 2021.
2. Accept the resignation of Nora Buttacavole, Career Teacher, effective October 29, 2021.
 - a. NButtacavole Resignation.pdf - 29
3. Accept the resignation of James Nolan, Career Teacher, effective August 30, 2021.
4. Accept the resignation of Amanda Fenderson, Career Teacher, effective November 12, 2021.
 - a. Fenderson Resignation Letter.pdf - 30
5. Acknowledge the resignation of Leonardo Ramirez, Bus Driver/ Facilities Associate, effective September 14, 2021.
6. Acknowledge the resignation of Alexander Davies, Career Teacher, effective October 14, 2021.
 - a. Davies Letter of Resignation_redacted.pdf - 31

D. 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. Sa'id Nasir as Head of Facilities

- b. Priscilla Cartagena as School Secretary
 - c. David Dupree as Teacher Fellow
 - d. Sharece Matthews as Executive Administrative Assistant
 - e. Deborah Negron as Nurse
 - f. Alexis Van Patrick as Paraprofessional
 - g. Amber Brooks as Paraprofessional
 - h. Tatiana Roberts as Paraprofessional
 - i. Jabria Bolden as School Social Worker
 - j. Leonora Gashi as School Social Worker
 - k. Melissa Maiorino as Marketing and Communications Director
 - l. Patrice Garrison as Director of Special Services & ELL
2. 2021-2022 Stipends/Non-Salaried positions
- a. Gina Del Rosario as Middle School Head Soccer Coach
 - b. Edwin Benavides as High School Head Soccer Coach
 - c. Elizabeth Toth as High School Head Volleyball Coach
 - d. Steven Marchesano as High School Substitute
 - e. Vincent Cruz as High School Substitute
 - f. Jasmine Otero for Special Education Assistance
 - g. Nyasia Talley-Joseph as Building Substitute

3. September 2021 Talent Items - 32

E. Approve the maternity/medical leaves of the following staff as presented and attached:

- 1. Accept the maternity leave of Venetia Birchmore, Principal, starting on September 8, 2021 and returning on January 24, 2022.
- 2. Accept the maternity leave of Maria Kane, Career Teacher, starting on October 25, 2021 and returning on May 2, 2022.
- 3. Approve the maternity leave of Chonda Page, Career Teacher, starting on October 1, 2021 and

returning on February 7, 2022.

4. Approve the paid administrative leave for Employee 257, October 15, 2021 through April 15, 2021.

a. Employee 257 medical leave.pdf - 35

F. Approve Staff Travel Paid by Grant

Approve the following staff travel paid through the John Spears Alumni Relations grant.

Vote

Diana
Ubaldo

1. John Salvetta to conduct alumni visits to multiple colleges in New Jersey on October 13-15, 2021 for a total cost not to exceed \$466.50, plus the cost of ground transportation per Board policy.

a. Salvetta_Travel_October 13-15, 2021.pdf - 36

2. John Salvetta to conduct alumni visits to multiple colleges in New Jersey on October 19-20, 2021 for a total cost not to exceed \$184.50, plus the cost of ground transportation per Board policy.

a. Salvetta_Travel_October 19-20, 2021.pdf - 37

G. Approve Staff Professional Development

Approve the following staff professional development activities:

Vote

Diana
Ubaldo

1. Courtney Agyeman to attend Collegetown and Gown Tour in Baltimore, MD, Washington, DC and Atlantic City, NJ on November 15-19, 2021 for a total cost not to exceed \$65.28, plus the cost of ground transportation.

2. Diana Ubaldo to attend School Business Administrator certification classes December 4, 2021 through May 14, 2022 for a total cost not to exceed \$1330, plus the cost of the mentor fee of \$2000.

3. Alex Davies to virtually attend Creating Affirming and Inclusive Educational Environments held by TCNJ on October 20-27th for a total cost of \$208.59.

4. Alex Davies to virtually attend the AP Mentor Program held by College Board on September 30 through December 31, 2021 for a total cost of \$340.

5. Staff PD.pdf - 38

H. Accept Board Secretary Report

Approve the August Board Secretary Report as presented and attached.

Vote

Christophe
r Lessard

1. Board Sec Report 2021-08-31.pdf - 50

I. Accept Board Treasurer Report

Approve the August Board Secretary Report as presented and

Vote

Christophe
r Lessard

attached.

1. August Treasurers Rept 2021.pdf - 63

J. Accept Budget Adjustments and Transfer Date 8/31/21

Vote

Christopher Lessard

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

1. Budget Adj 2021-08.pdf - 73

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 August 31, 2021 no major budgetary line item account expenditure exceeds the amount appropriated by the district Boards of Education.

Christopher Lessard September 29, 2021 Date Board Certification of Accounts RESOLVED After review of the Secretary's and Treasurer's reports for August 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.

L. Approve Bill List

Vote

Johanna Soto

Approve the August 26, 2021 to September 29, 2021 bills list in the amount of \$1,841,888.79 as presented and attached.

1. September Check Register.pdf - 74

M. Approve Gross Payrolls

Vote

Johanna Soto

Approve the gross payrolls for August 31, 2021 in the amount of \$379,168.56 and for September 15, 2021 in the amount of \$393,675.76 as presented and attached.

1. 08-31-2021 Payroll Report.pdf - 83
2. 9-15-2021 Payroll Report.pdf - 88

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

1. Mainor Rivera
2. Carmen Soto
3. Margarita Medina
4. Brooke Alagona
5. James Blocker

6. September 29- Corrections.pdf - 94

O. Approve calendar changes:

1. Approve the addition of the 11th grade graduation assessment to be held on March 14, 2021 through March 18, 2021.

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

1. Sa'id Nasir
2. Deborah Negrón
3. Alexis Van Patrick
4. Amber Brooks
5. Melissa Maiorino

Q. Approve the appointment of Al-Lateef Farmer to the Foundation Academy Board of Trustees for an initial term beginning on October 1, 2021 and ending on June 30, 2024.

R. Approve the appointment of Rev. Karen Hernandez-Granzen to the Foundation Academy Board of Trustees for an initial term beginning on October 1, 2021 and ending on June 30, 2024.

S. Affirm HIB Findings and student culture data	Vote	Barbara Zjawin
<ol style="list-style-type: none"> 1. Investigation 222239_FAC_09162021 as "FOUNDED-ALL" and investigation 222173_FAC_09142021 as 'UNFOUNDED-INCONCLUSIVE 		

2. SuperintendentHIBReport.xlsx - 95

T. Approve Property Lease Agreement Parking spaces for buses.	Vote	Diana Ubaldo
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1. Property Lease Agreement.pdf - 97

U. Approve Proposal for Marketing and Communications Services in support of FA	Vote	Diana Ubaldo
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1. Lucky-17-Consulting-MarComm-Proposal-for-FA-09-24-2021.pdf - 103

V. Approve the first reading of the following policy:

1. 3542.2 School Meal Program Arrears - 105

IV. Resolved/Motion/Roll Call Vote

Jacqui Griffith 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 092921-III.A. through 092921-III.W. Carl Seiden 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 vendor relations. 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. Executive session began at 7:18 PM and ended at 8:30 PM.

VI. Closing Items

Todd Kent made a motion to Adjourn Meeting. Jacqui Griffith 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 8:31 PM.
Respectfully Submitted, R. Binz