

Meeting Book - Foundation Academy January 26, 2022 Board Meeting

Foundation Academies 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, January 26, 2022 at 5:06 PM via a Google Meet link posted on the school's website. Present- Todd Kent, Grecia Montero, Jacqui Griffith, Kimme Carlos, Stacy Denton, Carl Seiden, Al-Lateef Farmer, Rev. Karen Hernandez-Granzen (exited at 6:50 PM).

Presented
by: Ms.
Kimme
Carlos

B. Record Attendance and Guests

Staff present: Graig Weiss, Sheria McRae, Artemus Werts, Natasia Cooper, Angela Joyner, Isabel Goss, Kheri Freeman, Shanesia Davis, Christopher Lessard, and Rachael Binz, in the capacity of secretary to the board. Public present: Jose Ortiz.

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. Public Participation

Jose Ortiz addressed the board regarding his concerns.

1. J.O. letter

E. Mission Moment

Angela Joyner presented a middle school music project.

Angela
Joyner

1. [Video: FA Moments](#)

F. Strategic Imperatives Update

Graig Weiss gave the board a preliminary view of the compensation audit results and potential outcomes including early financial projections.

Graig
Weiss

1. Compensation Audit Results and Recommendations

Graig
Weiss and
Lolade
Onashile

- a. Compensation Audit_Preso for FABOT.pdf

2. [2020-25 Strategic Imperatives](#)

G. Covid-19 Response

Sheria McRae updated the board on the school's response to Covid-19, recent quarantines, and new staff testing protocol.

Sheria
McRae

H. Board Member Code of Ethics and Financial Disclosures

An acknowledgement of the school board member code of ethics will be sent through BoardEffect. Please review and sign prior to the February board meeting.

Financial disclosure emails are being sent to all board members and school administrators. The deadline for certification is April 30. We

are asking that all forms be complete by Monday, April 25th to allow time for review and correction.

1. 18A_12-24.1 Code of Ethics for School Board Members
2. 18A_12-24. Conflicts of Interest.pdf
3. [School Ethics Commission](#)

I. K-8 Priority Lead Measures Data Share #1

The K-8 Principals and campus leads shared iReady results and plans for reaching academic growth goals for the remainder of the 2021-22 SY.

Natasia
Cooper,
Kheri
Freeman,
Artemus
Werts,
Angela
Joyner

1. K-8 Priority January Update.pdf

II. Committee Reports

A. Academics, Culture, and Talent Committee

Todd Kent updated the board on alumni college persistence.

Todd Kent

B. Friends Advancement Committee

Jacqui Griffith reported that the Friends group is on track to reach its fundraising goals.

Jacqui
Griffith

C. Finance and Facilities Committee

Carl Seiden discussed changes to the cashflow snapshot and asked the board for feedback on the adjustments.

Carl
Seiden

1. Finance Packet

- a. 2022-01-24 Finance Committee Agenda.pdf

III. Consent Agenda Items

A. Approve Minutes

1. December 8 2021 FABOT meeting minutes.pdf
2. December 15 2021 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. 2021-22 Salaried Positions

- a. JonBonae Shipman as College and Career Advising Coordinator
- b. Alvaro Ferreria as Head of Facilities
- c. Rufus Jones as Facilities Associate
- d. Tatyana Rosario as School Secretary

2. 2021-2022 Stipends/Non-Salaried positions

- a. Samuel Pearson as Part-Time Custodian

b. Michelle Strong as Part-Time Custodian

c. Genevee Witherspoon as Building Substitute

d. Rachael Binz for Board Preparation

3. January Talent Items

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

1. Acknowledge the resignation of Sherine Nashef, Career Teacher, last day being adjusted to January 14, 2022.

a. SNashef Resignation (Revised)

2. Acknowledge the resignation of William Scott, Career Teacher and Instructional Dean, effective January 14, 2022.

a. Will Scott Letter of Resignation.pdf

3. Acknowledge the resignation of Felicia Williams, School Secretary, effective January 21, 2022.

a. Felicia Williams letter of resignation

4. Acknowledge the resignation of Priscilla Cartagena, School Secretary, effective January 21, 2022.

a. Cartagena Letter of Resignation.pdf

5. Acknowledge the resignation of Yolanda Corbin-Graham, effective February 4, 2022.

a. Corbin Graham Resignation.pdf

D. Approve the salary, title and stipend adjustments and one-time payments or bonuses for the following staff as presented and attached:

1. Jennifer Gonzalez

2. Julia Baran

3. Melissa Campbell

4. January Talent Corrections

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

1. JonBonae Shipman

2. Alvaro Ferreria

3. Rufus Jones

4. Tatyana Rosario

F. Approve Staff Travel for Professional Development

1. Natasia Cooper to attend Courageous Principals Leadership Development Program in Westlake, Texas on February 4-6, 2022 for a total transportation cost not to exceed \$600.

a. NCooper PD.pdf

G. Accept Board Secretary Report

Approve the December Board Secretary Report as presented and attached.

Vote

Christopher
Lessard

1. Board Sec Report 2021-12-31.pdf

H. Accept Board Treasurer Report

Approve the December Board Treasurer Report as presented and attached.

Vote

Christopher
Lessard

1. December Treasurers Rept 2021.pdf

I. Accept Budget Adjustments and Transfer Date

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

Vote

Christopher
Lessard

1. Budge Adj.PDF

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

Christopher Lessard
Board Certification of Accounts

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

Approve the December 16, 2021 to January 26, 2022 bills list in the amount of \$1,646,293.86 as presented and attached.

Vote

Diana
Ubaldo

1. Bill List 1.26.21.pdf

L. Approve Gross Payrolls

Approve the gross payrolls for December 23, 2021 in the amount of \$420,762.73 and for January 14, 2022 in the amount of \$424,663.07 as presented and attached.

Vote

Johanna
Soto

1. December 23 2021 Payroll.pdf

2. January 14 2022 Payroll.pdf

M. Approve calendar changes:

1. Approve the adjustment of iReady testing to January 18-19, 2022 to allow for in-person test administration.
2. Approve the adjustment of Data Day 2 to January 28, 2022.
3. Approve the adjustment of WIDA Model Testing to January 31-February 11, 2022 to accommodate the new iReady window.
4. Approve the adjustment of iReady 3 testing to April 4-6, 2022
5. Approve the adjustment of Data Day 3 to April 13, 2022.

N. Approve Professional Services Contract

Approve the professional services contract with The Reynolds Group. to conduct Phase II Outdoor Project Engineering Services for 363 W State Street for an amount not to exceed \$29,500 as presented and attached.

1. ReynoldsGroupContract.pdf

Vote

Diana
Ubaldo

O. Approve Solicitation of Bids

Approve the solicitation of bids for the Phase II Outdoor Project.

Vote

Johanna
Soto

P. Approve Staff Professional Development

Approve the following staff professional development activities:

1. Elizabeth Toth to virtually attend The Help Your Students Master the NEXT GENERATION SCIENCE STANDARDS: Practical Strategies and the Best, New Tools (Grades 6-12) on April 11, 2022 for a total cost not to exceed \$279.

- a. Toth_PD_request.pdf

2. Shanesia Davis to receive coaching (Culture Transformation and Implementation) from The Total Solutions Group February 2022 through June 2022, for a total cost not to exceed \$25,000.

- a. TSG, FA Proposal & Agreement 2022.pdf

- b. 2nd Quote.pdf

Vote

Diana
Ubaldo

Q. Approve Disbursements

1. Approve scholarship funds in the amount of \$1,289.12 for alumni 2652013 scholarship to be used for college expenses.

Vote

Diana
Ubaldo

R. Affirm the December 2021 suspension data as presented and attached.

1. December Suspensions

S. Approve the 2022-23 Academic Calendar as presented and attached

T. Approve the maternity/medical leave requests from the following staff as presented and attached:

1. Approve the medical leave of Employee 416, adjusted return date being January 31, 2022.
2. Approve the family medical leave of Employee 132, effective February 16, 2022, return date being February 28, 2022.

IV. Resolved/Motion/Roll Call Vote

Stacy Denton 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 012622-III.A. through 012622-III.T. Al-Lateef Farmer 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.

The board voted to enter executive session at 7:15 PM. Executive session adjourned and the board re-entered public session at 7:50 PM.

VI. Closing Items

Al-Lateef Farmer 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 7:50 PM. Respectfully Submitted, R. Binz