

Meeting Book - Foundation Academy May 4, 2022 Board Meeting (Rescheduled April 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, May 4, 2022 at 5:07 PM in Room 100 of 22 Grand St. Trenton, NJ 08610. Present- Kimme Carlos, Jacqui Griffith, Grecia Montero, Stacy Denton, Richard Seigler-Carter (entered at 6:00 PM), Todd Kent, Al-Lateef Farmer Absent - Rev. Karen Hernandez-Granzen

Presented
by: Ms.
Kimme
Carlos

B. Record Attendance and Guests

Staff present: Graig Weiss, Sheria McRae, 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.
Kimme
Carlos

D. Public Participation

None

E. Strategic Imperatives Update

Graig
Weiss and
Sheria
McRae

1. Charter Accelerator Update

Graig Weiss and Sheria McRae updated the board on the close of the Charter Accelerator program.

2. Recruitment update 22-23 SY

Sheria McRae gave an update on the school's recruiting efforts for the upcoming 2022-23 school year.

Sheria
McRae

a. Talent Recruitment Snapshot

3. [2020-25 Strategic Imperatives](#)

F. Upcoming Events

June meeting date discussion

II. Committee Reports

A. Friends Advancement Committee

The Friends of Foundation Academy is continuing its fundraising efforts with an emphasis on scholarships to support alumni in their post-secondary plans.

Jacqui
Griffith

B. Finance and Facilities Committee

The board discussed the use of ESSER funds.

Carl
Seiden

1. Finance Packet

a. 2022-05-02 Finance Committee Agenda.pdf

C. Trustees Committee

Jacqui Griffith gave an update on the protocols for attracting, recruiting, and engaging trustees.

Jacqui
Griffith

III. Consent Agenda Items

A. Approve Minutes

1. March 30 2022 FABOT meeting minutes.pdf

B. Accept Donations as presented and attached

1. Fidelity Charitable (Doreen Wright), \$250.00 (check), April 8, 2022

C. Approve Staff Hires

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

Vote

Lolade
Onashile

1. 2021-2022 Salaried Positions

- a. Sharifa McMillan as Facilities Sr Manager
- b. Erisban Corona as Facilities Associate
- c. Whitney Wright as Dean of Instruction

2. 2022-2023 Salaried Positions

- a. Sharifa McMillan as Facilities Sr Manager
- b. Erisban Corona as Facilities Associate
- c. Daris Adderley-Stanton as Dean of Culture
- d. Whitney Wright as Dean of Instruction

3. May 4, 2022 Talent items

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

1. Accept the resignation of Krystal Cohen, Grants Associate, effective June 17, 2022.

- a. Cohen Resignation.pdf

2. Accept the resignation of Danielle McDevitt, Career Teacher, effective June 30, 2022.

- a. Resignation_DM

3. Accept the resignation of Elizabeth Toth, Career Teacher, effective June 30, 2022.

- a. Toth Resignation

4. Accept the resignation of Nyasia Talley-Joseph, Paraprofessional, effective June 30, 2022.

- a. NJoseph Resignation

5. Accept the resignation of Deborah Negron,
School Nurse, effective June 17, 2022.

a. D. Negron

6. Accept the resignation of Shadura Lee, Career
Teacher, effective June 17, 2022.

a. S Lee Resignation Letter

7. Acknowledge the resignation of Destiny Stoll,
Teacher Fellow, effective April 26, 2022.

a. Stoll Letter of Resignation

8. Accept the resignation of Daniel Jones, Novice
Teacher, effective June 30, 2022.

a. Daniel Jones Resignation.pdf

9. Accept the resignation of Nicole Cassell,
Career Teacher, effective June 30, 2022

a. Cassell resignation .pdf

10. Accept the resignation of Adam Kowalski,
Career Teacher, effective June 30, 2022.

a. Kowalski Resignation.pdf

11. Accept the resignation of Ventris Wright,
Career Teacher, effective June 30, 2022.

a. VWright Resignation.pdf

E. Approve the Excellence Always award in the
amount of \$1,000 each for the following staff
members, effective May 15, 2022:

1. Yuri Kim

2. Devin Fergusson

3. Krystal Cohen

F. Non-renew the employment contracts of the
following staff as presented and attached, effective
June 30, 2022:

1. Trevon Haywood as Interview Day Coordinator

2. Vincent Cruz as Paraprofessional

3. Karla Fletcher as Special Education Teacher's
Assistant

4. Margarita Medina as Special Education
Teacher's Assistant

5. Ashley Campana as Special Education
Teacher's Assistant

6. Britany Peralta as Teacher Fellow
7. Damon Peoples as Teacher Fellow
8. Nyasia Dumas as Teacher Fellow

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

1. 2021-2022 Training Days
 - a. Erisban Corona
 - b. Whitney Wright
2. 2022-2023 Training Days
 - a. Daris Adderley-Stanton

H. Renew the employment contracts of the following staff as presented and attached for the term of July 1, 2022 through June 30, 2023.

1. JonBonae Shipman as College and Career Advising Coordinator
2. David Dupree as Teacher Fellow
3. Cory DuValier as School Secretary

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

1. Mary-Anne Smith
2. Jacqueline Martinez
3. Christina Eugene
4. Ryan Wright
5. Maura Farrell
6. Corin Rushing-Francis
7. Kathleen Reilly
8. Angel McCoy
9. Genevee Witherspoon
10. May 4, 2022 Talent corrections

J. Approve Gross Payrolls

Approve the gross payrolls for March 31, 2022 in the amount of \$440,332.16 and for April 14, 2022 in the amount of \$407,860.25 and for April 29, 2022 for the amount of \$408,235.91 as presented and attached.

Vote

**Mainor
Rivera**

1. 03-31-22.pdf
2. 04-14-22.pdf

K. Recommend a motion to award a 32-week contract valued at \$169,331 to Catapult Learning for Math & ELA Intervention Services in Grades K-12 to in response to the March 11, 2022 Competitive Contracting Request For Proposals. **Vote** **Diana Ubaldo**

1. Catapult Learning Proposal.pdf

2. RFP Open Checklist 2022-03-11 M&S Intervention RFP COMPLETED.pdf

L. Approve Staff Professional Development **Vote** **Diana Ubaldo**
Approve the following staff professional development activities:

1. McKenzie Lennon to virtually attend Chrome Specialist Training, self paced, for a total cost not to exceed \$350. **Vote** **Diana Ubaldo**

a. M Lennon PD.pdf

2. Lismarie Acevedo to virtually attend Student Mental Health Conference and pre-conference workshop 5/4/22 to 5/6/22, for a total cost not to exceed \$548. **Vote** **Diana Ubaldo**

a. L Acevedo PD.pdf

M. Approve Staff Travel for Professional Development

1. Laura Bloom to attend Student Centered Learning in Math PD May 26, 2022 in Ewing, NJ for a total cost not to exceed \$200, plus the cost of ground transportation. **Vote** **Diana Ubaldo**

a. L Bloom PD.pdf

N. Accept Board Secretary Report **Vote** **Christophe r Lessard**
Approve the March Board Secretary Report as presented and attached.

1. Board Sec Report 2022-03.pdf

O. Accept Board Treasurer Report **Vote** **Christophe r Lessard**
Approve the March Board Treasurer Report as presented and attached.

1. March Treasurers Rept 2022.pdf

P. Accept Budget Adjustments and Transfer Date **Vote** **Christophe r Lessard**
Approve the budget adjustments with a transfer date of March 31, 2022 as presented and attached.

1. Budget ADJ.PDF

Q. Approve Certification of Accounts **Vote** **Christophe r Lessard**
Certification of Accounts Pursuant to N.J.A.C. 6A:23A-16.1 0 (c) 3, I certify that as of March 31, 2022 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 March 31, 2022 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.

R. Motion to Approve a contract with CDW Government LLC valued at \$59,325.34 for Security Cameras and equipment under ESCNJ Coop Bid contract #65MCESSCCPS.

Vote

Diana
Ubaldo

S. Approve field trips:

1. The high school will sponsor a trip to International Charter School of Trenton on May 27, 2022 for approximately 10 Youth Orchestra students.

T. Approve Bill List

Approve the March 31, 2022 to May 4, 2022 bills list in the amount of \$1,485,703.34 as presented and attached.

Vote

Diana
Ubaldo

1. Bill List - 5.4.22.pdf

U. Approve the following individuals from Edinboro University to complete counseling fieldwork for the term August 22, 2022 through December 15, 2022 effective May 5, 2022:

1. Kaitlyn Gregory

a. Kaitlyn.Gregory22.pdf

V. Affirm the March 2022 suspension data as presented and attached.

1. Culture Snapshot

W. Approve FACS Outdoor Project - Phase II Resolution

Vote

Diana
Ubaldo

BOARD RESOLUTION

RESOLUTION AWARDING A CONTRACT FOR THE OUTDOOR PROJECT PHASE II AT FOUNDATION ACADEMY CHARTER SCHOOL TO PAVE-RITE LLC CONTRACTOR

WHEREAS, pursuant to N.J.S.A. 18A:18A-1, et seq. the Foundation Academy Charter School advertised and solicited bids for the Outdoor Project Phase II and

WHEREAS, the Board received bids from the following:

Pave-Rite LLC \$386,150.00 - Base Bid
\$10,700.00 - Alternate 2 (Fence)

Lima Charlie Construction \$ 521,475.00 - Base Bid
\$15,000.00 - Alternate 2 (Fence)

WHEREAS, the lowest bid received was from Pave-Rite LLC, in the amount of \$396,850.00; and

WHEREAS, the Project Architect has reviewed the bids and

recommends awarding the project to Pave-Rite LLC; and

SUFFICIENCY LANGUAGE OPTION 1 (NO DEFECTS)

WHEREAS, the Board Attorney has reviewed the bids for legal sufficiency and has determined that Pave-Rite LLC has submitted all of the required documents and materials and is therefore the lowest responsible and responsive bidder; and

WHEREAS, the Board has determined that Pave-Rite LLC is the lowest responsible and responsive bidder.

NOW, THEREFORE BE IT RESOLVED, by Foundation Academy Charter School that the Board hereby awards a contract for the Outdoor Project Phase II at Foundation Academy Charter School to Pave-Rite LLC in the amount of \$396,850.00.

BE IT FURTHER RESOLVED that Board staff and professionals are directed and empowered to take any actions necessary to effectuate the provisions of this resolution.

BE IT FURTHER RESOLVED that Christopher Lessard, School Business Administrator, is hereby authorized to execute all change orders and such other documents as may be required to effectuate the provisions of this resolution and the contract to be entered into between the Board and Pave-Rite LLC for the Outdoor Project Phase II at Foundation Academy Charter School School.

1. Resolution Awarding Project bid.doc
2. RFP Open Checklist Outdoor Project Phase II.pdf

X. Approve the referral bonus in the amount of \$1,000 for the following staff members, effective May 15, 2022:

1. Shea Lightfoot

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

1. Approve the Maternity Leave of Tiffany Acevedo, effective October 11, 2022, return date being April 17, 2023.

- a. Tiffany Acevedo_Extended Leave Board Request.pdf

Z. Affirm HIB Findings

Vote

Barbara Zjawin

1. Affirm the findings of HIB investigations 230578_FAC_03292022 as "Unfounded" and 231427_FCA_04192022 as "Founded, All Perps"

- a. GenerateReport (3).pdf

AA. Approve contract with FieldTurf USA Inc. valued at \$328,983 as presented and attached under ESCNJ Coop Bid contract# ECSNJ 18/19-55.

Vote

Johanna Soto

1. Proposal_FieldTurf USA.pdf

AB. Approve bid for branding and wayfinding project.

Vote

Johanna Soto

BOARD RESOLUTION RESOLUTION AWARDING A CONTRACT FOR THE BRANDING AND WAYFINDING PROJECT AT FOUNDATION ACADEMY CHARTER SCHOOL TO MS SIGNS WHEREAS, pursuant to N.J.S.A. 18A:18A-1, et seq. the Foundation Academy Charter School advertised and solicited bids for the

Branding and Wayfinding Project and WHEREAS, the Board received bid from the following: MS Signs \$467,140.00 - Base Bid \$22,145.00 - Alternate 2 (Solar power W. State) and \$22,145.00 - Alternate 4 (Solar powered Grand St.) WHEREAS, the only bid received was from MS Signs in the amount of \$511,430.00; and WHEREAS, the Project Architect has reviewed the bids and recommends awarding the project to MS Signs; and SUFFICIENCY LANGUAGE OPTION 1 (NO DEFECTS) WHEREAS, the Board Attorney has reviewed the bids for legal sufficiency and has determined that MS Signs has submitted all of the required documents and materials and is therefore the lowest responsible and responsive bidder; and WHEREAS, the Board has determined that MS Signs is the only responsible and responsive bidder. NOW, THEREFORE BE IT RESOLVED, by Foundation Academy Charter School that the Board hereby awards a contract for the Branding and Wayfinding Project at Foundation Academy Charter School to MS Signs in the amount of \$511,430.00. BE IT FURTHER RESOLVED that Board staff and professionals are directed and empowered to take any actions necessary to effectuate the provisions of this resolution. BE IT FURTHER RESOLVED that Christopher Lessard, School Business Administrator, is hereby authorized to execute all change orders and such other documents as may be required to effectuate the provisions of this resolution and the contract to be entered into between the Board and MS Signs for the Branding and Wayfinding at Foundation Academy Charter School School.

1. MS Signs Bid Proposal (1).pdf

2. BrandingBidResults.pdf

IV. Resolved/Motion/Roll Call Vote

Carl Seiden 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 050422-III.A. through 050422-III.A.B. Stacy Denton seconded the motion. The board voted unanimously to approve the motion.

V. Executive Session

Stacy Denton made a motion to enter executive session. Jacqui Griffith seconded the motion. The board voted unanimously to enter executive session at 5:57 PM. Executive session concluded at 6:14 PM, and the board reentered public 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.

VI. Additional items

A. Approve resolution authorizing CEO contract negotiations

Stacy Denton made a motion approve the resolution authorizing CEO contract negotiations Jacqui Griffith seconded the motion. The board voted unanimously to approve the motion.

1. CEO contract negotiation resolution

VII. Closing Items

Stacy Denton made a motion to Adjourn Meeting. Carl Seidenseconded 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 6:16 PM.
Respectfully Submitted, R. Binz