

REGULAR MEETING OF THE BOARD OF TRUSTEES



Minutes

January 23, 2020

In accordance with the Open Public Meetings Act, notice of this Regular Meeting of the Hope Academy Charter School Board of Trustees was given on November 26, 2019 to the Coaster and the Asbury Park Press and the Asbury Park Municipal Hall, and posted at the school. A copy of this notice is available upon request.

I. MEETING CALLED TO ORDER 6:20 PM.

Flag Salute

Roll Call:

Present	Present	Present	7:20PM	Present	Present	Present	Present	Present
Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman Board Member	Kanesha Jones Board Member	DaVisha Pratt CSA/Principal	Donna Torres Board Secretary	Dennis Daniels Dean of Students	Dawn Fossnes Vice Principal

The Board adopts the agenda of January 23, 2020

Teacher Presentations: Second Grade – Ms. Sweeney

Presentation to the Board of the 2018-19 financial audit by Meshinsky & Associates LLC. , Phil Meshinsky-CPA.

Public present:

II. MINUTES

The secretary presents the minutes of the regular Board Meeting of **December 19, 2019** as printed and distributed, and recommends them for approval and adoption.

Moved by (1st) and seconded (2nd)		1	2		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman Board Member	Kanesha Jones Board Member
Vote:	yes	yes	yes		yes

III. COMMITTEE REPORTS

- **Executive**—Claudia Morgan, Kanasha Jones, DaVisha Pratt, Donna Torres, and Dennis Daniels (as necessary):
 - **Personnel**- Jakora Holman, Kanasha Jones, DaVisha Pratt, Donna Torres: **Meeting set for 5:30PM on February 27th.**
 - **Finance & Building**-Claudia Morgan, DaVisha Pratt, Donna Torres, Sheree Sanders-Jones, Dennis Daniels (as necessary): **Meeting set for Thursday, February 20th at 10:30AM to discuss budget 20-21.**
 - **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Dawn Fossnes, Kristin Zink
 - **Policy**-Claudia Morgan, Kevin Elam, John Thorp, DaVisha Pratt, Donna Torres:
 - **Attendance/Discipline**- Kevin Elam, Jakora Holman, Dennis Daniels, Kristin Zink, Dawn Fossnes:
 - **Nominating Committee**-Claudia Morgan, Kevin Elam, PTO President, DaVisha Pratt, Donna Torres, Dawn Fossnes. **Meeting set for 9:30AM on Wednesday, February 12th**
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I. OLD BUSINESS:

A. PURCHASE OF 500 GRAND AVENUE:

1. Continued discussion of the purchase of 500 Grand Ave. The seller did not accept the contract that the board approved last month, refusing to complete the HVAC replacement as originally agreed upon. The board will decide to accept the new contract or refuse it. NJEDA extended our commitment through April 13, 2020. Resolution tonight to extend the TD bank commitment at no cost. Also, the seller asked if we wanted to lease either building. **The board voted to move forward with the purchase of 500 Grand Avenue under the new terms per the contract presented.**

II. NEW BUSINESS

A. DISCUSSION ITEMS:

1. **Principal's Report.**
2. **The SSDS report** will be submitted by January 31, 2020.
3. The results of the **2018-19 Audit** of our Financial Statements conducted by Meshinsky & Associates, LLC. will be discussed with the board by Mr. Phil Meshinsky, CPA and the Board receives the CAFR and Auditor's Manager Report.
4. To inform the board that the **Statement of Assurance Regarding the Use of Paraprofessional Staff for 2019-20 School Year** will be submitted to the DOE by January 31, 2019.
5. Discuss the **Revised 2019-20 Budget** to be sent to the DOE and inform the Board that the updated **Charter School Aid schedules** as of 10/15/19, increased state aid from \$15,015 to \$15,554 per student for an increased income of \$136,436 for 2019-20.
6. Student Council will host Movie night on January 31st, utilizing both Cafeterias.

- 7. **Mr. Daniels has submitted a letter of retirement as of July 1st, 2020.** The Board will have a resolution to accept his retirement after 17 years of faithful service to Hope Academy. We offer our heartfelt best wishes for his future success in pursuing his new career and are thankful for his contribution to the growth and expansion of Hope Academy over the years.
- 8. **Assign Kevin Elam to the Nominating Committee, effective January 23rd.**

III. RESOLUTIONS:

A. Financial:

- 1. **Resolution 01-20A1:** Approval of **Monthly Disbursements for January 2020; and Payrolls for December 31st and January 15th** as presented.
- 2. **Resolution 01-20A2:** Approval of **the Board Secretary Report for December 2019** as presented.
- 3. **Resolution 01-20A3:** Approval of **Treasurer’s Report for December 2019** as presented.
- 4. **Resolution 01-20A4:** Approval of the **Budgetary Transfers for January 2020** as presented.
- 5. **Resolution 01-20A5:** : Approval of **Revised budget for 2019-20** to be submitted to the Department of Education-Charter School office, including The Operating Budget Template, the Cash Flow Statement and The Budget Narrative.
- 6. **Resolution 01-20A6:** The Board of Trustees accepts and approves the results of the **2018-19 financial audit** disclosing no findings, including the CAFR and Auditor’s Management Report as presented by Meshinsky & Associates, LLC.

B. Personnel:

- 1. **Resolution 01-20B1:** Approval of the **school field trips** for the 2019-20 school year as presented.
- 2. **Resolution 01-20B2:** Approval of **professional development and mileage** as presented.
- 3. **Resolution 01-20B3:** Approval of **Theraline Smith** as **Student Support/Middle School Social Studies** paternity leave replacement teacher for David Dallas as needed at a rate of \$125 per day.
- 4. **Resolution 01-20B4:** Approval of ~~Jason Mitchell~~ as ~~2nd Grade~~ maternity leave replacement teacher for Kristen Sweeny as needed at a rate of \$141 per day.
- 5. ~~**Resolution 01-20B5:** Accepts and approves the retirement of Dennis Daniels, School Dean and Facilities Supervisor,~~ with thankfulness for his service, per the letter of January 21, 2020, his last day being June 30, 2020.
- 6. **Resolution 01-20B6:** Approval of payment to **DaVisha Pratt** in the amount of \$4,863 **tuition reimbursement** for 6 credits in Spring 2020 for Rutgers University program course work previously approved. The following courses are: Qualitative Research Methods II and Independent Study Doctoral Ed.

C. Miscellaneous

- 1. **Resolution 01-20C1: Approval of monthly Security drills as presented:**

<i>Fire Drill: Instructional video and class discussion</i>	<i>Entire School</i>	<i>1/28/2020 8:05am</i>
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<i>Emergency Drill: Lock Down</i>	<i>Entire School</i>	<i>1/24/2020 @ 10:45am</i>
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D. Vendors and Contracts:

1. **Resolution 01-20D1: Approval of the TD Bank letter extending the commitment date for the financing of 500 Grand Avenue at no cost.**
2. **Resolution 01-20D2: The Board of Trustees approves the revised sales contract for the purchase of 500 Grand Avenue as presented and amended by the seller excluding the replacement of the 2nd floor HVAC unit by seller.**

E. Policies/Curriculum: N/A

Are there any resolutions the board wants to vote on separately or table? Omit 01-20B4 and Separate vote: Resolution 01-20D2

Resolution 01-20D2: The Board of Trustees moves to adopt:

Moved by (1 st) and seconded (2 nd)		1	2		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman Board Member	Kanesha Jones Board Member
Vote:	yes	yes	yes	yes	yes

Move to approve and adopt Resolutions: 01-20A1-6; 01-20B1,2,3,5,6; 01-20C1; 01-20D1

Moved by (1 st) and seconded (2 nd)		1	2		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman Board Member	Kanesha Jones Board Member
Vote:	yes	yes	yes	yes	yes

F. Statements by the Public

G. Statements by Trustees:

H. MEETING ADJOURNED AT 7:35 PM

Moved by (1st) and seconded (2nd)			1		2
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman Board Member	Kanesha Jones Board Member
Vote:	yes	yes	yes	yes	yes