

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

<b>Minutes</b>
----------------

**September 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 June 4th, 2020 to the Coaster and June 2nd, 2020 to 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 6:04 PM.**

**Flag Salute**

Roll Call: The Board of Trustees meet via live stream WebEx, available to the public via our school website.

present	present	present	<i>Absent</i>	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/ Superintendent	Dawn Fossnes Principal	Donna Torres Board Secretary

**The Board adopts the agenda of September 23, 2020 : Motions and votes**

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

**II. MINUTES**

The secretary presents the minutes of the regular Board Meeting of **August 26, 2020** as printed and distributed, and recommends them for approval and adoption.

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

**III. COMMITTEE REPORTS**

- **Executive**—Claudia Morgan, Kanesha Jones, DaVisha Pratt, Donna Torres: **report of 9/23/20 committee meeting by Ms. Kanesha Jones regarding the retirement of the SBA- the committee will be considering options moving forward, and an increase in the CSA participating in advocacy issues for the school.**
- **Personnel**- Jakora Holman, Kanesha Jones, DaVisha Pratt, Donna Torres:
- **Finance & Building**-Claudia Morgan, DaVisha Pratt, Donna Torres, Sheree Sanders-Jones
- **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, Kristin Zink, Dawn Fossnes: **The committee will meet during October and report will be forwarded for agenda.**
- **Nominating Committee**-Claudia Morgan, Angela Martinez, Kevin Elam, DaVisha Pratt, Donna Torres, Dawn Fossnes.

**IV. NEW BUSINESS:**

**A. DISCUSSION/INFORMATION ITEMS**

1. **CSA/Principal Report**- Status of School Reopening and Charter Amendment.
2. **Application for Real Estate Tax exemption** for 500 Grand Avenue in July 2020:  
The city of Asbury will deny the request for tax exemption for 2021. If the building will be in use as of January 1<sup>st</sup>, 2021, we can submit an appeal for exemption for the year.
3. Discuss **the status of the School Treasurer** with the Board.

**V. RESOLUTIONS:**

**A. Financial:**

1. **Resolution 09-20A1:** Approval of **Monthly Disbursements for September; Payrolls for August 30<sup>th</sup> and September 15<sup>th</sup> as presented.**
2. **Resolution 09-20A2:** Approval of **Unaudited Board Secretary Report for July and August 2020** as presented.
3. **Resolution 09-20A3:** Approval to submit **final expenditure report for IDEA and ESEA for 2019-2020** with the following carryover amounts:
  - a. **Title IA: \$14,598.00**
  - b. **Title IIA: \$10,923.00**
  - c. **IDEA-preschool: \$912.00**

**B. Personnel**

1. **Resolution 09-20B1:** Approval of the contract with **Christina Zicopoulos as a long-term substitute** for FLMA of **Mrs. Tiffany Varley**, at a 10-month salary of \$46,500 pro-rated through December 31<sup>st</sup>, with potential for the remainder of the school year. (requires provisional program).
2. **Resolution 09-20B2:** Approval of **Madisen Drake as clerical assistant** throughout the 2020-2021 fiscal year as needed at \$10/hr, not to exceed \$2,000 (included in the budget)
3. **Resolution 09-20B3:** The Board is notified of **Michelle Leadem** revised contract salary from \$62,200 to \$60,200 due to typo in the original contract for the 2020-2021 school year. Ms. Leadem has signed the contract.
4. **Resolution 09-20B4:** Acceptance of the **resignation by Nancy Power**, our OT independent contractor, with a last employment date of June 30<sup>th</sup>, 2020.
5. **Resolution 09-20B5:** Approve the hiring of **part-time maintenance person, Jorge Fabien Molina**, on an hourly basis for approximately 10 hours week at \$20.00 per hour through December 31, 2020, pending a criminal background check. The work may be allocated as projects are needed, not to exceed the aggregate of 10 hrs. per week through 12/31/2020, and the presented contract.

**C. Miscellaneous:**

1. **Resolution 09-20C1:** Approve Memorandum Of Agreement (**MOA**) with **Asbury Park Police Department** and Hope Academy Charter School for 2020-2021 fiscal year.
2. **Resolution 09-20C2:** Approval of monthly **Security drills** as presented:

*Fire Drill  
11:00AM*

*Entire School (all staff, faculty and students) 9/21/20@ 8:40 AM –*

**Panic Alarm Drill**      **Entire School (all staff, faculty and students)**      **9/22/20 @ 11:30 AM**

**3. Resolution 09-20C3:** Approval of the **Affirmative Action Team** to conduct a needs assessment and develop the Comprehensive Equity Plan as follows:

- a) Dawn Cobb-Fossnes: Affirmative Action Officer
- b) John Thorp: Physical Education
- c) Anne Derosé: Student
- d) Angela Martinez: Parent
- e) DaVisha Pratt: CSA/Superintendent
- f) Alexandra D’Errico: Social Worker

**D. Vendor Contracts:**

- 1. Resolution 09-20D1:** Approve the agreement with **Jorge F. Molina** to install 39 wall hand-sanitizer units and thermo scanners at a total cost of \$1,470.00
- 2. Resolution 09-20D2:** Approve the agreement with **LakeHouse Music to provide music instruction** to Hope Academy Charter School at an annual cost of \$21,000 for the 2020-2021 school year. Currently virtual, with adaptation throughout the school year.
- 3. Resolution 09-20D3:** Approve the following contracts with **XTEL Communications:**
  - a) Provide **Hot Spots for three Hope Academy families** at a cost of \$80.85 per month, plus \$29.85 one-time set up fee.
  - b) **Upgrade bandwidth from 300 MB to 1 GB.** We are revising our annual contract from \$1,382 a month to \$1752 a month, plus taxes. Reimbursable through the ERATE program.
- 4. Resolution 09-20D4:** Approve the registration in the **Hunterdon County Cooperative Pricing Agreement** for Hope Academy Charter School to receive discounted merchandise.

**E. Policies/Curriculum:**

**None**

**Are there any resolutions the Board wants to table or vote separately? no**

**Move to approve and adopt Resolutions: 09-20A1-3; 09-20B1-5; 09-20C1-3; 09-20D1-4;**

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

**VI. Public and Board Comments:**

**Motions to open the public comment session: no public comments**

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

**Motions to close the public comment session:**

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

**Comments by Board:** Ms. Morgan commented that the administration and staff members did a great job reopening the school with in person instruction and appreciates the board members for their participation in and mastering of the webex meetings.

**MEETING ADJOURNED AT 6:35 PM**

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