

**REGULAR MEETING OF THE BOARD OF TRUSTEES**



*Minutes*

**May 26<sup>th</sup>, 2021**

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 6:07PM.**

**Flag Salute**

**Public present: Stephen Kornas**

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

<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>
Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman Board Member	Kaneshia Jones Board Member	DaVisha Pratt Superintendent /CSA	Dawn Fossnes Principal	Dwayne McNeil SBA	Linda Hoxha Board Secretary

**The Board adopts the agenda of May 26th, 2021: Motions and votes**

<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	Kaneshia Jones Board Member
<b>Vote:</b>	Yes	Yes	Yes	Yes	Yes

**II. MINUTES**

The secretary presents the minutes of the regular Board Meeting of **April 28th, 2021** and the special Board Meetings on **May 11, 2021 and May 14, 2021** as printed and distributes and recommends them for approval and adoption.

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

**III. COMMITTEE REPORTS**

- **Executive**—Claudia Morgan, Kaneshia Jones, DaVisha Pratt, Linda Hoxha, Dwayne McNeil
- **Personnel**- Jakora Holman, Kaneshia Jones, DaVisha Pratt, Dwayne McNeil
- **Finance & Building**-Claudia Morgan, DaVisha Pratt, Linda Hoxha, Sheree Sanders-Jones, Dwayne McNeil
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Dawn Fossnes, Kristin Zink
- **Policy**-Claudia Morgan, Kevin Elam, John Thorp, DaVisha Pratt, Linda Hoxha, Dwayne McNeil
- **Attendance/Discipline**- Kevin Elam, Jakora Holman, Kristin Zink, Dawn Fossnes -
- **Nominating Committee**-Claudia Morgan, Angela Martinez, Kevin Elam, DaVisha Pratt, Dwayne McNeil, Dawn Fossnes.

**Closed Executive Session:** Discuss the new positions needed for 2021-2022

**Go into a Closed Executive session at 6:11PM.**

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

**Motions to go into Open Public Session at 6:33PM**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>		<b>1</b>		<b>2</b>	
	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	Yes

**Resolution(s) resulting from executive session:**

- 1. Resolution 05-21B10:** The Board authorizes the CSA to advertise for a Supervisor position for the 2021-2022 school year.

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>		<b>2</b>		<b>1</b>	
	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	Yes

**IV. NEW BUSINESS:**

**A. DISCUSSION/INFORMATION ITEMS**

1. Superintendent/CSA and Principal Report
2. Compensation for non-teaching staff with a Master’s Degree
3. 8<sup>th</sup> Grade Graduation Ceremony
4. Discuss the 2021 Summer Bridge program.
5. Discuss the meal costs during the Summer Bridge Program, estimated at \$10,000 for the duration of the program
6. Discuss the vacation policy update

7. Inform the board of the Vendor report regarding the Custodial Services RFP.
8. Student extra-curricular presentation

V. **RESOLUTIONS:**

A. **Financial:**

2. **Resolution 05-21A1:** Approval of **Monthly Disbursements for May; Payrolls for April 30<sup>th</sup> and May 15<sup>th</sup> as presented.**
3. **Resolution 05-21A2:** Approval of **Board Secretary Report for April 2021** as presented.
4. **Resolution 05-21A3:** Approval of **Treasurer's Report for April 2021** as presented.
5. **Resolution 05-21A4:** Approve the payment of **bi-annual Health Waivers** totaling **\$14,818.77** and **dependent stipend for employees** that pay 100% of their dependents' premiums (including spouses) **totaling \$4,167** to be paid on June 15, 2021 payroll per Critical policy: 4144-Health Insurance Policy.
6. **Resolution 05-21A5:** The Board accepts the **ESSER II grant funds** totaling \$600,860 budget allocated as follows:
  - a. ESSER II Consolidated - \$522,339
    - i. Instructional Salaries - \$195,700
    - ii. Instructional Supplies - \$10,000
    - iii. Support Salaries - \$28,000
    - iv. Benefits - \$81,480
    - v. Purchased Services - \$24,000
    - vi. Supplies and Materials - \$23,225
    - vii. Other - \$10,500
    - viii. Building - \$139,434
    - ix. Non instructional equipment - \$10,000
  - b. Learning Acceleration - \$33,521
    - i. Instructional Supplies
  - c. Mental Health - \$45,000
    - i. Support Salaries - \$11,071
    - ii. Benefits - \$4,428
    - iii. Professional Services - \$14,501
    - iv. Supplies and Materials - \$15,000
7. **Resolution 05-21A6:** Approval of the Summer Surge Bridge program for 2021-22 as presented, totaling approximately \$136,000, to be paid by ESSER II grant funds. (Est. salary - \$63,000, est. outside administrative support \$40,000, est. materials \$33,000) The

program runs July 6-August 5, 2021 (19 days), Monday through Thursday, Students: 8.30-12.30; Staff: 8-1:00.

- 8. Resolution 05-21A7:** Approves and authorizes the Business Administrator to pay Attendance Incentive of approximately \$57,000 and unused vacation pay of approximately \$ 16,000 in the June 30, 2021 payroll per Critical Policies: 4151.1/4251.1. Exact payment amount will depend on the sick and vacation days used for the remainder of the school year. Half of these payments will be paid by the general fund and the other half from ESSER II funds.
- 9. Resolution 05-21A8:** The Board accepts the funds from **FEMA grant totaling \$4,249.97.** These funds were approved by FEMA to cover the purchases of the thermal kiosks at the beginning of this school year.
- 10. Resolution 05-21A9:** The Board approves expenditures for the graduation ceremony not to exceed \$7,000 to be paid out of the general fund, mostly spent for tent, tables, chairs rental, decorations, and refreshments.

**B. Personnel**

- 1. Resolution 05-21B1:** Approval of **professional development and mileage** as presented:

Name	Event	Date	Purpose	Sponsored by:	Time	Cost	Mileage
Linda Hoxha	Preventing Fraud and Embezzlement	5/20/21	This webinar will address the following topics: <ul style="list-style-type: none"> <li>• How To Detect</li> <li>• What to Look For</li> <li>• When To Notify the Auditor</li> <li>• When to Notify the Prosecutor</li> <li>• Who should be Notified and in What Order Etc.</li> </ul>	Institute of Professional Development	10am-12pm	\$50	Virtual
Dwayne McNeil	NJASBO Conference	6/9/21-6/11/21	SBA Professional Development	NJASBO	9am-3pm	\$150	Virtual

- 2. Resolution 05-21B2:** Approves the summer hours beginning June 25th, Monday through Thursday, 8:30-2:30 through August 27, 2021.



**D. Vendor Contracts:**

1. **Resolution 05-21D1:** Approval of the ERATE proposal from Electronica for CAT II equipment for 500- Grand Avenue totaling \$14,600.16.
2. **Resolution 05-21D2:** The Board approves awarding Competitive Contracting RFP # FCS 21-22 to Educational Facility Management for facility custodial services from 07-01-2021 to 06-30-2023 in the amount of \$101,934.48.
3. **Resolution 05-21D3:** The Board approves the agreement with Goode Education Group to provide recruiting services during the month of May-August for new staff needed in 2021-2022 school year (5 teachers, 1 secretary, 1 part time lunch aide) at a total cost of \$4,850.

**E. Policies/Curriculum:**

1. **Resolution 05-21E1:** The Board approves the updates to vacation policy 4152, 4252 as presented.

**Are there any resolutions the Board wants to table or vote separately?**

**Move to approve and adopt Resolutions: 05-21A1-9; 05-21B1-10; 05-21C1; 05-21D1-3; 05-21E1;**

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	Yes

**VI. Public Comments:**

**Motions to open 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>					

**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:**

**MEETING ADJOURNED AT 7:16PM**

<b>Moved by (1<sup>st</sup>) and seconded (2<sup>nd</sup>)</b>		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	Yes