

# BURCH CHARTER SCHOOL OF EXCELLENCE

## BURCH CHARTER SCHOOL OF EXCELLENCE

Regular Board Meeting

Agenda

To Be Held Monday February 12, 2024

6:00 pm-7:30 pm

Virtual Meeting via Zoom

973.373.3223

[www.burchcharterschool.org](http://www.burchcharterschool.org)

### Opening of Meeting

*In accordance with the provisions of the Open Public Meetings Act, a public notice of this meeting has been sent to the Burch Charter School of Excellence Board of Trustees, the local newspaper and media, the County Superintendent's Office and the Board Attorney.*

1.1 Meeting Call to Order Called to Order by Board Chair at \_\_\_\_\_

1.2 Salute to the Flag

1.3 Roll call

Board Member	Present	Absent	Term
1.Zende Clark, President			2024
2. Paulita Maritndale, Vice-President			2025
3. Dewanna Clark-Johnson, Secretary			2024
4. Beverly Canady			2025
5. Frank Glien, Treasurer			
6. Heather Martindale			2025
7. Tyhisha Henry			2027
8. Celeste C. Williams			2027
9. Rosalind Bartholomew			2027

1.4 Approval of Agenda (Discussion/Action)

1.5 Recording Secretary Minutes (January 2024 Regular and Special Meetings)

2. Chief School Lead / Principal's Report

3. Monthly Budget Reports and Bills

3.1 Treasurer's Report **Resolution 02122024-001**

# BURCH CHARTER SCHOOL OF EXCELLENCE

3.2 Bill List **Resolution 02122024-002**

3.3 Board Secretary & SBA Report **Resolution 02122024-003**

## 4. **Resolutions**

## 5. **Committee Reports**

- **Executive/Legal**
- **Curriculum**
- **Finance**

Approval of Handle with Care to provide 2 full day sessions on March 13, 2024 and April 24, 2024 to train educators, security, and administration on verbal and physical interventions to address crisis and behavioral management at a cost of \$2500 per/ session. (Title IIA Funds) **Resolution 02122024-004**

Approval of \$3500 Sign-on Bonus to new teacher hires for SY 2024-25. (ESSER III Funds) **Resolution 02122024-005**

Approval of \$1000 Referral Bonus to refer new teachers and school nurses for SY 2024-25. (ESSER III Funds) **Resolution 02122024-006**

Approval of increases to the hourly pay rates of Burch Charter School Staff for extracurricular activities:

- Food Service Worker = \$20
- Secretary = \$32.40
- Academic Interventionist = \$27
- Teacher = \$40
- Program Lead = \$43.20
- Administrator = \$75.60
- Principal = \$88

**Resolution 02122024-007**

Approval of the amended language in the Delta-T substitute services contract to reduce the hourly rates for Saturday and Afterschool programs to \$33/ hr. **Resolution 02122024-008**

Approval of Girls on the Run proposal to strengthen third to fifth grade girls' social, emotional, physical, and behavioral skills through a dynamic training regimen that culminates with a 5K Race. The ESSER III funded program will not exceed \$4200 **Resolution 02122024-009**

Approval of Dr. Kemp, Vice Principal to complete payroll at a flat rate of \$350 for each payroll (ESSER Funds) **Resolution 02122024-010**

Approval of Fun Day Celebration on June 7, 2024 at a cost not to exceed \$12,000. (ESSER III Funds) **Resolution 02122024-011**

Approval of Staff Appreciation Week at a cost not to exceed \$3000. (Title IIA Funds) **Resolution 02122024-012**

# BURCH CHARTER SCHOOL OF EXCELLENCE

Approval of Merit Bonus due to scholars' growth on NJSLA and NWEA MAP for SY 2022-2023 (ESSER III Funds):

- a. Dr. Karleen Kemp and Mr. Timothy Simmons (\$7500)
- b. Teachers and Academic Interventionist: Erica Garcia, Eric Fuller, Panzy Harvey, Diane Larrieux, LaNorra Stevenson, Michelle Williams and Dafina Mosley (\$2500)

**Resolution 02122024-013**

Approval of \$3500 Retention Bonus of all Burch Charter School of Excellence employees that reports for SY 2024-25 on August 19, 2024 for professional development. Cost not to exceed \$90,000. (ESSER III Funds). **Resolution 02122024-014**

Approval of STEM Field Trip to Branch Brook Skating in Newark on Wednesday, June 12, 2024, for grades K-2 and Thursday, June 13, 2024, for grades 3-5. Cost \$5000 registration Transportation \$3600. **Resolution 02122024-015**

Approval of Black History Month Assembly Program conducted by Prismatic Magic on February 29, 2024, at a cost of \$1300. (ESSER III subgrant SEL). **Resolution 02122024-016**

Approval of SEL Assembly Program conducted by The Harlem Magic Masters on March 14, 2024, at a cost of \$2100. (ESSER III subgrant SEL). **Resolution 02122024-017**

Approval of Mr. Simmonds, Art Teacher, and Ms. Melissa Griffin, School Counselor, registration to attend a professional development day at Kean University on 3/28/2024. Topic: Beyond the Canvas: Integrating Art, History, and Mental Awareness in K-12 Education. Cost \$150 (ESSER III) **Resolution 02122024-018**

Approval of in-person Full day Math PD session for March 13<sup>th</sup> (Kindergarten – 5<sup>th</sup> grade) with Savvas Learning at a cost of \$3450 (ESSER III) **Resolution 02122024-019**

Approval of the submission of the 2023-2024 modified budget that includes the October 15 revenue of \$4,649,666 and FY 2023 audited fund balance of \$2,677,961. **Resolution 02122024-020**

Approval of the 2022-2023 Audit report as presented **Resolution 02122024-021**

- **Building and Grounds**
- **Personnel**
- **Governance Report**
- **Other**

Approval of SY 2023-2024 Memorandum of Agreement between Education and Law Enforcement. **Resolution 02122024-022**

Approval of the amended language in the SubTeacher Source contract that provides BCSE the ability to hire SubTeacher Source personnel for Afterschool and Saturday assignments as BCSE employees **Resolution 02122024-023**

# **BURCH CHARTER SCHOOL OF EXCELLENCE**

Approval to accept the donation of books from Kent Place School, a private all girls school in Summit, NJ. **Resolution 02122024-024**

Approval of the submission of the SEMI Waiver for school year 2024-2025 **Resolution 02122024-025**

## **6. Public Comments**

**Please make note audience is allow one minute and half (90 Sec) to make comment.**

**When addressing the board, please state your name and address from the podium and adhere to the time limits set forth.**

- PTA
- Faculty
- Members of the Public
- Board Members

## **7. Announcement of Future Board Meeting Date**

### **8. Executive Closed Session**

### **9. General Session**

### **10. Approve Personnel Services Agenda **Resolution 02122024-026****

### **11. Meeting Adjourn**

Note: The Board of Trustees meets on the **second Monday of each month at 6:00 pm**. The next meeting will be held on March 11, 2024. On Holidays, or when a conflict occurs, the meeting may be held at an alternate time and/or date that will be posted in the designated places. No special meeting will be held without at least a forty-eight-hour (48hr) meeting and agenda notice.