

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
April 17, 2023
6:00PM

Regular Board Meeting Called to Order by Board President, Heather Martindale, at 6:08PM

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Heather Martindale, President
2. Zende Clark, Vice President
3. Beverly Canady, Secretary
4. Frank Glien, Treasurer
5. Carolin Heath
6. Paulita Martindale
7. Tyhisha Henry
8. Dewanna Clark-Johnson

Non-Board Members Present

1. Timothy Simmons-Interim Chief School Administrator
2. Joel Julien, School Business Administrator
3. Nicole R. Fisher, Board Attorney

Motion to approve the meeting agenda made D. Clark-Johnson and 2nd by Z. Clark. Motion approved by consensus.

Motion to approve the meeting minutes of the March 2023 Regular Board Meeting made by Z. Clark and 2nd by D. Clark-Johnson. Motion approved by consensus.

Interim Chief School Administrator's Report –Mr. Simmons provided the Board and public with an update on all critical school events and information. A written report was submitted. The CSA also presented on the School Performance Report.

New Business

Approval of the Treasurer's Report, **Resolution No. 04172023-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$2591,689.94.

Approval of the Bill List, **Resolution No. 04172023-002** – Presented by J. Julien along with a written report that was provided to the Board. J. Julien made note of line items that were over \$1,000 and advised that the total bill list is \$315,514.80.

Approval of the Board Secretary's Report, **Resolution No. 04172023-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 04172023-001**, **Resolution No. 04172023-002**, and **Resolution No. 04172023-003** made by Z. Clark and 2nd by P. Martindale. Motion passed.

Committee Reports

1. **Executive/Legal**- Reserved for Executive Closed Session.

2. **Curriculum**- N/A

3. **Building and Grounds**- N/A

4. **Finance**-

- a. Approval of **Resolution No. 04172023-004**-Resolution to approve the submission of the 2023-2024 budget based on State Projection of \$4,805,813 and 339 students.

Motion to approve **Resolution No. 04172023-004** made by Z. Clark and 2nd by D. Clark-Johnson. Motion passed.

- b. Approval of **Resolution No. 04172023-005**-Resolution to approve billboard advertisement with OutFront Media from May 1 – October 15 at a cost of \$10,500 (ESSER III Funds).

Motion to amend and approve **Resolution No. 04172023-005** made by Z. Clark and 2nd by D. Clark-Johnson. Motion passed.

- c. Approval of **Resolution No. 04172023-006**-Resolution to approve Fun Day on June 9, 2023, at a cost of \$10,000.00.

Motion to approve **Resolution No. 04172023-006** made by Z. Clark and 2nd by C. Heath. Motion passed.

- d. Approval of **Resolution No. 04172023-007**-Resolution to approve Teacher Appreciation Week activities at a cost of \$2700 (Title IIA Funds).

Motion to approve **Resolution No. 04172023-007** made by Z. Clark and 2nd by P. Martindale. Motion passed.

- e. Approval of **Resolution No. 04172023-008**-Resolution to approve Caldwell based Sylvan Learning Center to provide instruction in Mathematics and ELA for summer programming serving 80 scholars beginning July 10 – August 10, 2023, at cost of \$80,000 (ESSER III).

Motion to approve **Resolution No. 04172023-008** made by Z. Clark and 2nd by C. Heath. Motion passed.

- f. Approval of **Resolution No. 04172023-009**-Resolution to approve a field trip to Branch Brook Park Roller Skating Center in Newark on Friday, May 26, 2023, between 10AM – 1PM at a cost of \$2700 for Transportation and \$2505 for Registration (General Fund).

Motion to approve **Resolution No. 04172023-009** made by Z. Clark and 2nd by D. Clark-Johnson. Motion passed.

5. **Governance Report**- N/A

6. **Other**-

- a. Approval of **Resolution No. 04172023-010**-Resolution to approve the 2022-2023 revised School Calendar.

Motion to approve **Resolution No. 04172023-010** made by D. Clark-Johnson and 2nd by C. Heath. Motion passed.

- b. Approval of **Resolution No. 04172023-010**-Resolution to approve the 2023-2024 School Calendar.

Motion to approve **Resolution No. 04172023-010** made by Z. Clark and 2nd by C. Heath. Motion passed.

- c. Approval of **Resolution No. 04172023-010**-Resolution to approve the SY 2021-2022 School Performance Report.

Motion to approve **Resolution No. 04172023-010** made by D. Clark-Johnson and 2nd by C. Heath. Motion passed.

Public Comments- N/A

Announcement of Future Board Meeting Date-Next Regular Board and Annual Reorganization meeting to be held May 8, 2023, at 6:00 PM.

Motion to adjourn Public Session made by D. Clark-Johns and 2nd by C. Heath. Motion approved by consensus. Public Session adjourned at 7:13PM.

Motion to open Executive Closed Session made by Z. Clark and 2nd by C. Heath. Motion approved by consensus. Closed Session opened at 8:15PM.

1. Burch Legal Agenda-Attorney Fisher provided the Board with an update on confidential legal matters.

Motion to adjourn Executive Closed Session made by D. Clark-Johnson and 2nd by T. Henry. Motion approved by consensus. Executive Closed Session adjourned at 8:15PM.

Motion to re-open Public Session made by Z. Clark and 2nd by P. Martindale. Motion approved by consensus. Public Session re-opened at 8:16PM.

Motion to adjourn the meeting made by Z. Clark and 2nd by P. Martindale. Motion passed by consensus. Meeting adjourned at 8:18PM.