

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
April 20, 2020
6:00PM
Via Zoom Videoconferencing

Regular Board Meeting Called to Order by President, H. Martindale at 6:12PM.

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Heather Martindale, Board President
2. Raquel R. Fraser, Vice President
3. Beverly Canady, Secretary
4. Paulita Martindale
5. Carolyn Heath
6. Tyhisha Henry
7. Frank Glien

Non-Board Members Present

1. Joel Julien, School Business Administrator
2. Dr. Jeff White, Chief School Administrator
3. Timothy Simmons, Vice Principal

Motion to approve the meeting agenda made by R. Fraser and 2nd by P. Martindale. Motion approved by consensus.

Motion to approve the meeting minutes of the March 9, 2020 Regular Board Meeting made by C. Heath and 2nd by B. Canady. Motion approved by consensus.

Chief School Administrator's Report – Dr. White advised that there were no reported HIB incidents for March 2020. Current student enrollment is at 359. Phase 1 of distance learning began on March 30, 2020. Phase 2 of distance learning began on April 13, 2020. Laptops were initially distributed to scholars on April 8, 2020. The second laptop distribution occurred on April 13th and 14th. Approximately 82 families and scholars are in receipt of laptops.

Prior to school closures, the second round of observations were started. Dr. White also advised that there are currently 3 staff vacancies. The building has been cleaned and sanitized according to code. Dr. White also advised that the grab and go has had limited participation but he believes that has been due to potential concerns in the community.

Dr. White presented on the annual NJDOE School Performance Report. He provided a detailed review of the data for the Board and public. Referring to the Accountability Educators for Burch over the past three years, Dr. White noted that the School's proficiency performance has improved. However, Burch has not met State benchmarks/standard in ELA and Math. He noted that ELA proficiency has gone up from 26-44-53 and Math proficiency has gone up from 24-29-31. On the other hand, Dr. White noted that there is improvement in the growth measures. The current model measures an individual student against him or herself. For ELA, growth measures have improved from 21-53-58 and Math has improved from 24-31-38. Dr. White noted that the goal is to meet state standard in both growth and proficiency. Additionally, chronic absenteeism has also improved significantly at Burch. Dr. White noted that the State standard is 9% and Burch is at 6%. Dr. White noted that student participation in the assessment is at 100% which is excellent. He noted that in total, growth in ELA is solid but the goal is to meet State proficiency in both areas.

Dr. White provided the Board and public with an overview of the Response to Intervention (RTI) model. He noted that RTI is a research-based model of intervention with three tiers: Tier 1 is level; Tier 2 indicates a little below level (some skill gapping) and Tier 3 indicates a scholar who is in need of intensive intervention. The model promotes direct instruction based on a scholars' specific academic needs. For example, a scholar will receive continued instruction from their educator. However, they will periodically be removed from their classroom to target the scholar's specific need. This will help bring our scholars up to their appropriate skill level. This model is very intense and data driven to ensure that instruction is closing the skill gap, with the intent that scholars will eventually be released from the program. Dr. White intends to implement this model for the 2020-2021 school year.

New Business

Approval of the March 2020 Treasurer's Report, Resolution No. 04202020-001—Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$191,783.31. Mr. Glien noted that all of the accounts have been reconciled.

Approval of the April 2020 Bill List, Resolution No. 04202020-002—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. J. Julien advised that the total bill list is \$253,736.64.

Approval of the March 2020 Board Secretary Report, Resolution No. 04202020-003—Presented by J. Julien along with a written report that was provided to the Board. J. Julien noted that a financial deficit still exists of \$167,060. He also addressed concerns regarding preferred meals and breakfast to go. He noted that this report is as of March 31, 2020 and he will provide more detailed projections.

Motion to consolidate and approve **Resolution No. 04202020-001, Resolution No. 04202020-002 and Resolution No. 04202020-003** made by P. Martindale and 2nd by B. Canady. Motion passed.

Resolutions

Committee Reports

1. Executive/Legal-

- a. Attorney Cole advised that an update on the critical policies has been placed on hold until further notice. She also provided a detailed update regarding the status of the rent negotiations, including strategy meetings and reporting that will be compiled.

2. Curriculum-N/A

3. Building and Grounds-N/A

4. Finance-

- a. Approval of **Resolution No. 04202020-004**-Resolution to approve the 2020-2021 budget, cash flow and narrative in the amount of \$5,014,015.00. J. Julien advised that the budget is not balanced and there is currently a deficit of \$179,349.00.

Motion to approve **Resolution No. 04202020-004** made by R. Fraser and 2nd by C. Heath.
Motion passed.

5. Governance Report- N/A

6. Other-

- a. Approval of **Resolution No. 04202020-005**-Resolution to accept the 2018-2019 School Performance Report.

Motion to approve **Resolution No. 04202020-005** made by P. Martindale and 2nd by B. Canady. Motion passed.

- b. Approval of **Resolution No. 04202020-006**-Resolution to approve the 2019-2020 revised calendar. Dr. White advised as to the cause and need of the revised school calendar.

Motion to approve **Resolution No. 04202020-006** made by C. Heath and 2nd by B. Canady.
Motion passed.

- c. Approval of **Resolution No. 04202020-007**-Resolution to opposing the delay in transmission of property tax revenue to school districts. Joel provided the Board with an update on the need to oppose the delay.

Motion to approve **Resolution No. 04202020-007** made by C. Heath and 2nd by B. Canady.
Motion passed.

- d. Approval of **Resolution No. 04202020-008**-Resolution to approve the 2020-2021 speech contract with Essex Regional Educational Services Commission.

Motion to approve **Resolution No. 04202020-008** made by C. Heath and 2nd by B. Canady.
Motion passed.

Public Comments-

1. Thomasina Dorelean-1st grader with an IEP. She stated that her child has not been receiving the services that she needs. The parent also stated that her daughter is also in need of Title I services.

Announcement of Future Board Meeting Date- Next Regular Board meeting to be held May 11, 2020 at 6:00 PM.

Motion to amend the agenda to reflect that the Personal Services Agenda-**Resolution No. 04202020-009** -be discussed in open session, made by P. Martindale and 2nd by R. Fraser. Approved by consensus.

Motion to approve the Personnel Services Agenda-**Resolution No. 04202020-009**: Section A. Leave of Absence, made by P. Martindale and 2nd by B. Canady. Motion passed.

Motion to adjourn Public Session made by P. Martindale and 2nd by B. Canady. Motion approved by consensus. Public Session adjourned at 7:37PM.

Motion to open Closed Session made by B. Candy and 2nd by C. Heath. Motion approved by consensus. Closed Session opened at 7:42PM.

1. Burch Legal Agenda-Attorney Cole provided the Board with an update regarding pending legal matters.
2. Dr. White provided the Board with an update regarding the distance learning requirements as well as the renewal process/abolishment of positions/addition of positions.
3. Ms. Williams, HR Consultant, provided the Board with an update on issues concerning personnel.

Motion to adjourn the meeting made by R. Fraser and 2nd by B. Canday. Motion passed by consensus. Meeting adjourned at 8:13PM.