

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
August 14, 2023
6:00 PM

Regular Board Meeting Called to Order by Board President, Carolyn Heath, at 6:12 PM

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Carolyn Heath, Vice President
2. Dewanna Clark-Johnson, Secretary
3. Frank Glien, Treasurer
4. Heather Martindale
5. Paulita Martindale
6. Celeste C. Williams
7. Rosalind Bartholomew

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 by D. Clark-Johnson and 2nd by C. Williams. Motion approved by consensus.

Motion to approve the Regular Board and Reorganization Meeting Minutes of the July 2023 made by D. Clark-Johnson and 2nd by H. Martindale. 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.

New Business

Approval of the Treasurer's Report, **Resolution No. 08142023-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$2,675,416.01.

Approval of the Bill List, **Resolution No. 08142023-002** – 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 \$462,876.65.

Approval of the Board Secretary's Report, **Resolution No. 08142023-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 08142023-001**, **Resolution No. 08142023-002**, and **Resolution No. 08142023-003** made by H. Martindale and 2nd by D. Clark-Johnson. 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. 0814023-004**-Resolution to approve the SY 2023-2024 IDEA-B and IDEA-Pre grants, respectively \$81,448 and \$1,832.

Motion to approve **Resolution No. 08142023-004** made by H. Martindale and 2nd by R. Bartholomew. Motion passed.

- b. Approval of **Resolution No. 08142023-005**-Resolution to approve the annual membership of Dr. Karleen Kemp to the Association of Supervision and Curriculum Development (ASCD) for \$94.50. (Title IIA Funds)

Motion to amend and approve **Resolution No. 08142023-005** made by D. Clark-Johnson and 2nd by C. Williams. Motion passed.

- c. Approval of **Resolution No. 0814023-006**-Resolution to approve the contract of Leadership Source (Formerly Seton Hall University) to provide instructional staff with professional development and coaching at a cost not to exceed \$15,000 (Title IIA Funds).

Motion to approve **Resolution No. 08142023-006** made by H. Martindale and 2nd by R. Bartholomew. Motion passed.

- d. Approval of **Resolution No. 08142023-007**-Resolution to approve the Memorandum of Understanding with Grand Canyon University.

Motion to approve **Resolution No. 08142023-007** made by H. Martindale and 2nd by D. Clark-Johnson. Motion passed.

- e. Approval of **Resolution No. 08142023-008**-Resolution to approve the Memorandum of Understanding with Jersey City University to provide university's four (4) students with instructional assistance and support to become elementary teachers at a cost not to exceed \$25,000 (ESSER III Funds).

Motion to approve **Resolution No. 08142023-008** made by C. Williams and 2nd by D. Clark-Johnson. Motion passed.

- f. Approval of **Resolution No. 08142023-009**-Resolution to approve the partnership with Essex County College to provide teacher certification test training in ELA and Mathematics to BCSE Academic Interventionist during two (2) ten-week sessions at a cost not to exceed \$10,000 (ESSER III Funds).

Motion to approve **Resolution No. 08142023-009** made by H. Martindale and 2nd by C. Williams. Motion passed.

- g. Approval of **Resolution No. 08142023-010**-Resolution to approve SY 2023-2024 Afterschool Program from October 17, 2023, to April 26, 2024, at a cost not to exceed \$100,000 (ESSER III Funded).

Motion to approve **Resolution No. 08142023-010** made by C. Williams and 2nd by R. Bartholomew. Motion passed.

- h. Approval of **Resolution No. 08142023-011**-Resolution to approve SY 2023-2024 Afterschool "Fun" days Program for grades 2-5 delivered by Concorde Education from October 17 to December 21, 2023 and from February 5, 2024 to April 26, 2024 at a cost not to exceed \$46,200 (ESSER III Funded).

Motion to approve **Resolution No. 08142023-011** made by H. Martindale and 2nd by D. Clark-Johnson. Motion passed.

- i. Approval of **Resolution No. 08142023-012**-Resolution to approve SY 2023-2024 Service Agreement with Educational Services Commission of NJ to provide special

education services at an estimated cost of \$19,735 with a retainer fee in the amount of \$9,865 due upon acceptance of the proposal.

Motion to approve **Resolution No. 08142023-012** made by D. Clark-Johnson and 2nd by R. Bartholomew. Motion passed.

- j. Approval of **Resolution No. 08142023-013**-Resolution to approve the NJ School Board Association (NJSBA) providing a workshop at the Board retreat on August 26 at a cost not to exceed \$500.

Motion to approve **Resolution No. 08142023-013** made by H. Martindale and 2nd by D. Clark-Johnson. Motion passed.

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

6. **Other**- N/A

Public Comments- N/A

Announcement of Future Board Meeting Date-Next Regular Board meeting to be held September 11, 2023, at 6:00 PM.

Motion to adjourn Public Session made by H. Martindale and 2nd by D. Clark-Johnson. Motion approved by consensus. Public Session adjourned at 6:58 PM.

Motion to open Executive Closed Session made by H. Martindale and 2nd by C. Williams. Motion approved by consensus. Closed Session opened at 7:00 PM.

1. Mr. Simmons presented on **Resolution No. 08142023-014**-Personnel Services Agenda.
2. Burch Legal Agenda-Attorney Fisher provided the Board with an update on confidential legal matters.

Motion to adjourn Executive Closed Session made by H. Martindale and 2nd by D. Clark-Johnson. Motion approved by consensus. Executive Closed Session adjourned at 7:52 PM.

Motion to re-open Public Session made by C. Williams and 2nd by H. Martindale. Motion approved by consensus. Public Session re-opened at 7:53 PM.

Approval of **Resolution No. 08142023-014**-Personnel Services Agenda, as amended, made by H. Martindale and 2nd by D. Clark-Johnson. Motion passed.

Motion to adjourn the meeting made by H. Martindale and 2nd by C. Williams. Motion passed by consensus. Meeting adjourned at 7:57PM.