

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
December 12, 2022
6:00PM

Regular Board Meeting Called to Order by Board Vice President, Zende Clark, at 6:06PM

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 by B. Canady and 2nd by D. Clark-Johnson. Motion approved by consensus.

Motion to approve the meeting minutes of the November 2022 Regular Board Meeting made by B. Canady and 2nd by C. Heath. 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.

New Business

Approval of the Treasurer's Report, **Resolution No. 12122022-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$1,733,700.70.

Approval of the Bill List, **Resolution No. 12122022-002** – 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 \$285,815.27.

Approval of the Board Secretary’s Report, **Resolution No. 12122022-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 12122022-001**, **Resolution No. 12122022-002**, and **Resolution No. 12122022-003** made by D. Clark-Johnson and 2nd by C. Heath. Motion passed.

Committee Reports

1. **Executive/Legal**- N/A

2. **Curriculum**- N/A

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

4. **Finance**-

- a. Approval of **Resolution No. 12122022-004**-Resolution to approve the registration to Rider University’s College Fair on April 20, 2023, 3 – 6 PM at the cost of \$145 Resolution.

Motion to approve **Resolution No. 12122022-004** made by C. Heath and 2nd by P. Martindale. Motion passed.

- b. Approval of **Resolution No. 12122022-005**-Resolution to approve the SY 2022-2023 Saturday STREAM Academy at a cost not to exceed \$30,000. The program will run from January 21st – May 6, 2023. (Title 4A Funds and ESSER III).

Motion to amend and approve **Resolution No. 12122022-005** made by H. Martindale and 2nd by C. Heath. Motion passed.

- c. Approval of **Resolution No. 12122022-006**-Resolution to approve Concorde Education to provide STREAM Education to grades 3-5 on Saturday, starting January 28 – May 6, 2023 (12 weeks) at a cost not to exceed \$16,200. Classes are Drone Coding, Robotics Coding, and Scratch (Title 4A Funds and ESSER III).

Motion to approve **Resolution No. 12122022-006** made by D. Clark-Johnson and 2nd by C. Heath. Motion passed.

- d. Approval of **Resolution No. 12122022-007**-Resolution to approve the BCSE participation in NJ School Jobs 2022 Virtual Job Fairs at a cost of \$599.00 Wednesday, January 18, 2022 - 4pm - 7:30pm (Title 2A Funds)the Dress Down Fundraiser Events for BCSE scholars twice a month at \$2.00 per day/per participant. Funds will cover Kindergarten and 5th Grade year end celebrations.

Motion to approve **Resolution No. 12122022-007** made by P. Martindale and 2nd by C. Heath. Motion passed.

- e. Approval of **Resolution No. 12122022-008**-Resolution to approve Resolution to approve the submission of the 2022-2023 ESEA budget modifications as follows:
- Title I-A carryover of \$2,366 bringing the total budget from \$208,031 to \$210,397
 - Title II-A carryover of \$16,402 bringing the total budget from \$21,142 to \$37,544
 - Title IV-A carryover of \$1,479 bringing the total budget from \$17,617 to \$19,096

Motion to approve **Resolution No. 12122022-008** made by D. Clark-Johnson and 2nd by B. Canady. Motion passed.

- f. Approval of **Resolution No. 12122022-009**-Resolution to approve Resolution to approve the recommendation to have Jubilee Entertainment to provide five (5) Social Emotional Learning (SEL) assembly programs to scholars in grades K-2 and 3-5 for months of January, February, March, April, and May at a cost not to exceed \$5,000 (ESSER II / Mental Health)

Motion to approve **Resolution No. 12122022-009** made by H. Martindale and 2nd by B. Canady. Motion passed.

- g. Approval of **Resolution No. 12122022-010**-Resolution to approve Resolution to approves the submission of the FY 2023 amended budgets as follows:
- IDEA-B carryover of \$66,046 bringing the total budget from \$74,981 to \$141,027
 - IDEA-Preschool carryover of \$1,480 bringing the total budget from \$1,850 to \$3,330.

Motion to approve **Resolution No. 12122022-010** made by D. Clark-Johnson and 2nd by B. Canady. Motion passed.

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

6. **Other**-

- a. Approval of **Resolution No. 12122022-011**-Resolution to approve the amended Safe Return Plan for SY 2022-2023.

Motion to approve **Resolution No. 12122022-011** 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 meeting to be held January 9, 2023, at 6:00 PM.

Motion to adjourn Public Session made by D. Clark-Johnson and 2nd by H. Martindale. Motion approved by consensus. Public Session adjourned at 6:40PM.

Motion to open Executive Closed Session made by D. Clark-Johnson and 2nd by H. Martindale. Motion approved by consensus. Closed Session opened at 6:41PM.

1. Mr. Simmons presented on **Resolution No. 12122022-012**-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 D. Clark-Johnson and 2nd by B. Canady. Motion approved by consensus. Executive Closed Session adjourned at 7:02PM.

Motion to re-open Public Session made by D. Clark-Johnson and 2nd by C. Heath. Motion approved by consensus. Public Session re-opened at 7:03PM.

Approval of **Resolution No. 12122022-012**-Personnel Services Agenda, as amended, made by D. Clark-Johnson and 2nd by B. Canady. Motion passed.

Motion to adjourn the meeting made by D. Clark-Johnson and 2nd by C. Henry. Motion passed by consensus. Meeting adjourned at 7:07PM.