

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
March 13, 2023
6:00PM

Regular Board Meeting Called to Order by Board Vice President, Zende Clark, at 6:03PM

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Heather Martindale, Board President
2. Zende Clark, Vice President
3. Frank Glien, Treasurer
4. Carolin Heath
5. Paulita Martindale
6. Tyhisha Henry
7. 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 C. Heath and 2nd by T. Henry. Motion approved by consensus.

Motion to approve the meeting minutes of the February 2023 Regular Board Meeting made by H. Martindale and 2nd by C. Heath. Motion approved by consensus.

Independent Audit Report-Resolution to approve the Independent Auditor Report for School Year 2021-2022-**Resolution 03132023-001**.

Motion to approve **Resolution No. 03132023-001** made by D. Clark-Johnson and 2nd by C. Heath. Motion passed.

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. Mr. Simmons also reported on the MAP and i-Ready scores.

New Business

Approval of the Treasurer's Report, **Resolution No. 03132023-002** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$1,734,083.85.

Approval of the Bill List, **Resolution No. 03132023-003** – 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 \$264,155.48.

Approval of the Board Secretary's Report, **Resolution No. 03132023-004** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 03132023-002**, **Resolution No. 03132023-003**, and **Resolution No. 03132023-004** made by Z. Clark and 2nd by P. Martindale. 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. 03132023-005**-Resolution to approve the submission of the 2022-2023 modified budget that includes the October 15 revenue of \$4,649,666.

Motion to approve **Resolution No. 03132023-005** made by P. Martindale and 2nd by C. Heath. Motion passed.

- b. Approval of **Resolution No. 03132023-006**-Resolution to approve two (2) BCSE Staff: Diane Larrieux and Lenora Stevenson to coach Girls on the Run Program between March 20-June 10, at a cost not to exceed \$3,500 (ESSER III Funds).

Motion to amend and approve **Resolution No. 03132023-006** made by Z. Clark and 2nd by C. Heath. Motion passed.

- c. Approval of **Resolution No. 03132023-007**-Resolution to approve Breath of Change to conduct professional development on Educator Wellness SEL tool on March 15, 2023 at a cost of \$1995 (Title IIA Funds).

Motion to approve **Resolution No. 03132023-007** made by C. Heath and 2nd by P. Martindale. Motion passed.

- d. Approval of **Resolution No. 03132023-008**-Resolution to approve a field trip to the WOW Engineering event held at NJIT in Newark on Friday, March 24, 2023 from 8:30 a.m. to 2:30 p.m. The event is sponsored by the Society of Women Engineers. Transportation cost \$1,500 (General Funds).

Motion to approve **Resolution No. 03132023-008** made by C. Heath and 2nd by Z. Clark. Motion passed.

- e. Approval of **Resolution No. 03132023-009**-Resolution to approve Nurse Sabina Ulysse to attend the NJ State School Nurse Spring Conference March 25, 2023; cost \$224 (Title II A Funds) and Expanding the Toolkit for Children and Adolescents with Obesity webinar on March 15, 2023 presented by Hackensack Meridian Children's Health (Free).

Motion to approve **Resolution No. 03132023-009** made by Z. Clark and 2nd by C. Heath. Motion passed.

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

6. **Other**-

Public Comments-

- a. Crystal Albright, 100 Linden Avenue, Irvington NJ-Thanking the Board for participating in Read Across America.

Announcement of Future Board Meeting Date-Next Regular Board meeting to be held April 17, 2023, at 6:00 PM.

Motion to adjourn Public Session made by Z. Clark and 2nd by C. Heath. Motion approved by consensus. Public Session adjourned at 7:31PM.

Motion to open Executive Closed Session made by Z. Clark and 2nd by C. Heath. Motion approved by consensus. Closed Session opened at 7:31PM.

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

Motion to adjourn Executive Closed Session made by Z. Clark and 2nd by D. Clark-Johnson. Motion approved by consensus. Executive Closed Session adjourned at 8:21PM.

Motion to re-open Public Session made by Z. Clark and 2nd by P. Martindale. Motion approved by consensus. Public Session re-opened at 8:22PM.

Motion to adjourn the meeting made by H. Martindale and 2nd by P. Martindale. Motion passed by consensus. Meeting adjourned at 8:23PM.