

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
November 14, 2022
6:00PM

Regular Board Meeting Called to Order by Board Vice President, Zende Clark, at 6:07PM

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. Zende Clark

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 C. Heath and 2nd by P. Martindale. Motion approved by consensus.

Motion to approve the meeting minutes of the October 2022 Regular Board Meeting made by C. Heath and 2nd by P. 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. A written report was submitted.

New Business

Approval of the Treasurer's Report, **Resolution No. 11142022-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$2,078,198.24.

Approval of the Bill List, **Resolution No. 11142022-002** – 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 \$292,451.07.

Approval of the Board Secretary’s Report, **Resolution No. 11142022-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 11142022-001**, **Resolution No. 11142022-002**, and **Resolution No. 11142022-003** made by H. Martindale and 2nd by T. Henry. Motion passed.

Committee Reports

1. **Executive/Legal**- N/A
2. **Curriculum**- N/A
3. **Building and Grounds**- N/A
4. **Finance**- N/A
5. **Governance Report**- N/A
6. **Other**-

- a. Approval of **Resolution No. 11142022-004**-Resolution to approve the Charter School Annual Fiscal Questionnaire.

Motion to approve **Resolution No. 11142022-004** made by C. Heath and 2nd by H. Martindale. Motion passed.

- b. Approval of **Resolution No. 11142022-005**-Resolution to approve the HIB Assessment for SY 2022.

Motion to amend and approve **Resolution No. 11142022-005** made by H. Martindale and 2nd by C. Heath. Motion passed.

- c. Approval of **Resolution No. 11142022-006**-Resolution to approve the Memorandum of Agreement between Law Enforcement and BCSE for SY 2022-2023.

Motion to approve **Resolution No. 11142022-006** made by C. Heath and 2nd by T. Henry. Motion passed.

- d. Approval of **Resolution No. 11142022-007**-Resolution to approve 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. 11142022-007** made by P. Martindale and 2nd by C. Heath. Motion passed.

Public Comments- Board Member Z. Clark addressed the Board regarding Thanksgiving Holiday donations.

Announcement of Future Board Meeting Date-Next Regular Board meeting to be held December 12, 2022, at 6:00 PM.

Motion to adjourn Public Session made by C. Heath and 2nd by H. Martindale. Motion approved by consensus. Public Session adjourned at 6:56PM.

Motion to open Executive Closed Session made by P. Martindale and 2nd by C. Heath. Motion approved by consensus. Closed Session opened at 6:58PM.

1. Mr. Simmons presented on **Resolution No. 11142022-008**-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 P. Martindale and 2nd by H. Martindale. Motion approved by consensus. Executive Closed Session adjourned at 7:20PM.

Motion to re-open Public Session made by H. Martindale and 2nd by C. Heath. Motion approved by consensus. Public Session re-opened at 7:21PM.

Approval of **Resolution No. 11142022-008**-Personnel Services Agenda, as amended, made by C. Heath and 2nd by H. Martindale. Motion passed.

Motion to adjourn the meeting made by H. Martindale and 2nd by T. Henry. Motion passed by consensus. Meeting adjourned at 7:24PM.