

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
October 11, 2022
6:00PM

Regular Board Meeting Called to Order by Board President, Heather Martindale, at 6:13PM

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

Motion to approve the meeting minutes of the September 2022 Regular Board Meeting made by C. Heath and 2nd by D. Clark-Johnson. 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. 10112022-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$1,708,207.68.

Approval of the Bill List, **Resolution No. 10112022-002** – 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 \$343,244.33.

Approval of the Board Secretary’s Report, **Resolution No. 10112022-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 10112022-001**, **Resolution No. 10112022-002**, and **Resolution No. 10112022-003** made by P. Martindale and 2nd by B. Canady. 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. 10112022-004**-Resolution to approve the Agreement between the Burch Charter Education Association and the Burch Charter School of Excellence Board of Trustees for the period of July 1, 2020 to June 30, 2025.

Motion to approve **Resolution No. 10112022-004** made by Z. Clark and 2nd by C. Heath. Motion passed.

- b. Approval of **Resolution No. 10112022-005**-Resolution to approve CPR and AED training for eight (8) BCSE staff members on November 9, 2022 at a cost not to exceed \$500.

Motion to amend and approve **Resolution No. 10112022-005** made by C. Heath and 2nd by B. Canady. Motion passed.

- c. Approval of **Resolution No. 10112022-006**-Resolution to approve acceptance of FY 2021 Preschool and Charter Security Grant funds in the amount of \$20,000.

Motion to approve **Resolution No. 10112022-006** made by Z. Clark and 2nd by D. Clark-Johnson. Motion passed.

- d. Approval of **Resolution No. 10112022-007**-Resolution to approve a 39-month lease for a copier with New York Business System at a cost of \$198 a month.

Motion to approve **Resolution No. 10112022-007** made by C. Heath and 2nd by Z. Clark. Motion passed.

5. **Governance Report-**

6. **Other-**

- a. Approval of **Resolution No. 10112022-008**-Resolution to approve the acceptance of the September HIB report.

Motion to approve **Resolution No. 10112022-008** made by Z. Clark and 2nd by C. Heath. Motion passed.

Public Comments- N/A

Announcement of Future Board Meeting Date-Next Regular Board meeting to be held November 14, 2022, 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 6:56PM.

Motion to open Executive Closed Session made by Z. Clark and 2nd by D. Clark-Johnson. Motion approved by consensus. Closed Session opened at 6:58PM.

- 1. Mr. Simmons presented on **Resolution No. 10112022-009**-Personnel Services Agenda.

Motion to adjourn Executive Closed Session made by Z. Clark and 2nd by C. Heath. Motion approved by consensus. Executive Closed Session adjourned at 7:25PM.

Motion to re-open Public Session made by Z. Clark and 2nd by P. Martindale. Motion approved by consensus. Public Session re-opened at 7:26PM.

Approval of **Resolution No. 10112022-009**-Personnel Services Agenda made by Z. Clark and 2nd by C. Heath. Motion passed.

Motion to adjourn the meeting made by Z. Clark and 2nd by C. Heath. Motion passed by consensus. Meeting adjourned at 7:28PM.