

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
July 13, 2020
6:00PM
Via Zoom Videoconferencing

Regular Board Meeting Called to Order by Board President, H. Martindale at 6:14PM.

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Heather Martindale, Board President
2. Raquel R. Fraser, Vice President
3. Beverly Canady, Secretary
4. Paulita Martindale
5. Sandra Brown
6. Tyhisha Henry
7. Zende Clark
8. Frank Glien

Non-Board Members Present

1. Dr. Jeff White, Chief School Administrator
2. Timothy Simmons, Vice Principal
3. Chandra R. Cole, Board Attorney
4. Joel Julien, School Business Administrator

Motion to approve the meeting agenda made by B. Canady and 2nd by S. Brown. Motion approved by consensus.

Motion to approve the meeting minutes of the June 8, 2020 Regular Board Meeting made by P. Martindale and 2nd by B. Canady. Motion approved by consensus.

Chief School Administrator's Report – Dr. White advised that there were no reported HIB incidents for June 2020. Current student enrollment is at 359. Dr. White provided the Board and public with critical updates on the status of school events. He also noted that there is a healthy re-opening Task Force in place.

New Business

Approval of the June 2020 Treasurer's Report, Resolution No. 07132020-001-Presented by F. Glien along with a written report that was provided to the Board. With an ending balance of \$864,427.17. Mr. Glien noted that all of the accounts have been reconciled.

Approval of the July 2020 Bill List, Resolution No. 07132020-002—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. J. Julien advised that the total bill list is \$298,190.34.

Approval of the July 2020 Board Secretary Report, Resolution No. 07132020-003—Presented by J. Julien along with a written report that was provided to the Board. J. Julien noted that a financial deficit still exists.

Motion to consolidate and approve **Resolution No. 07132020-001, Resolution No. 07132020-002** and **Resolution No. 07132020-003** made by R. Fraser and 2nd by B. Canady. Motion passed.

Resolutions

Committee Reports

1. Executive/Legal-

- a. Attorney Cole advised the Board of potential dates for a policy committee meeting regarding potential policy updates.

2. Curriculum-

- a. Approval of **Resolution No. 07132020-004**-Resolution to approve the use of Charlotte Danielson Teacher Evaluation Framework (2013 Version) for the 2020-2021 school year for all certificated staff.

Motion to approve **Resolution No. 07132020-004** made by P. Martindale and 2nd by R. Fraser. Motion passed.

- b. Approval of **Resolution No. 07132020-005**-Resolution to approve the use of the Marshall Framework for 2020-2021 school year for Vice Principals.

Motion to approve **Resolution No. 07132020-005** made by R. Fraser and 2nd by P. Martindale. Motion passed.

- c. Approval of **Resolution No. 07132020-006**-Resolution to approve payment of Marshal Memos for Administrators for the 2020-2021 school year.

Motion to approve **Resolution No. 07132020-006** made by P. Martindale and 2nd by B. Canady. Motion passed.

- d. Approval of **Resolution No. 07132020-007**-Resolution to approve the renewal of online curricular programs (MAP, Learning A-Z, Moby Max).

Motion to approve **Resolution No. 07132020-007** made by B. Canady and 2nd by S. Brown.
Motion passed.

- e. Approval of **Resolution No. 07132020-008**-Resolution to approve the acceptance of the Annual School Plan (submitted June 29, 2020)

Motion to approve **Resolution No. 07132020-008** made by B. Canady and 2nd by R. Fraser.
Motion passed.

3. Building and Grounds-Report reserved for closed session.

4. Finance-

- a. Approval of **Resolution No. 07132020-009**-Resolution to approve the contract with Intrep Solutions for Information Technology (IT) services for the school year 2020-2021 at a cost of \$4,100 a month.

Motion to approve **Resolution No. 07132020-009** made by B. Canady and 2nd by P. Martindale. Motion passed.

- b. Approval of **Resolution No. 07132020-010**-Resolution to approve the award of the Vended meals contract for the school year 2020-2021 to Preferred Meals.

Motion to approve **Resolution No. 07132020-010** made by P. Martindale and 2nd by R. Fraser. Motion passed.

5. Governance Report-

- a. Approval of **Resolution No. 07132020-011**-Resolution to approve the 2020-2021 Organizational Chart.

Motion to approve **Resolution No. 07132020-011** made by S. Brown and 2nd by P. Martindale. Motion passed.

- b. Approval of **Resolution No. 07132020-012**-Resolution to approve the Annual School Report for school year 2019-2020.

Motion to approve **Resolution No. 07132020-012**, with amendment to include information from the 2018-2019 Board Self Evaluation, made by B. Canady and 2nd by S. Brown. Motion passed.

6. Other-

- a. Approval of **Resolution No. 07132020-014**-Resolution to approve the proposal from Mutualink to install and maintain the equipment necessary to have the school compliant with the Alyssa's law at the start of the school year 2020-2021 at a cost of \$10,021.28 (Equipment \$4,091.40; Installation \$3,327.19 and Annual Network Access \$2,602.69) to be reimbursed by State Grant.

Motion to approve **Resolution No. 07132020-014**, with made by B. Canady and 2nd by S. Brown. Motion passed.

Swearing-In of Zende Clark as a new Board Member of the Burch Charter School of Excellence's Board of Trustees conducted by Attorney Cole.

Public Comments-None

Announcement of Future Board Meeting Date- Next Regular Board meeting to be held August 10, 2020 at 6:00PM.

Motion to adjourn Public Session made by Z. Clark and 2nd by B. Canady. Motion approved by consensus. Public Session adjourned at 7:58PM.

Motion to open Executive Closed Session made by P. Martindale and 2nd by S. Brown. Motion approved by consensus. Executive Closed Session opened at 8:05PM.

1. Attorney Cole provided the Board with updates regarding confidential legal matters.
2. Dr. White provided the Board with an overview of the Personnel Services Agenda-**Resolution 07132020-015**.

Motion to exit Executive Closed Session and re-open Public Session made by P. Martindale and 2nd by S. Brown. Approval by consensus. Public session re-opened at 9:12PM.

Motion to approve the Personnel Services Agenda **Resolution No. 07132020-015** made by B. Canady and 2nd by P. Martindale. Motion passed.

Motion to adjourn the meeting made by H. Martindale and 2nd by B. Canady. Motion passed by consensus. Meeting adjourned at 9:18PM.