

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

Regular Board Meeting Called to Order by Board President, Heather Martindale, at 6:07PM

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. Paulita Martindale
5. Tyhisha Henry
6. Dewanna Clark-Johnson

**Non-Board Members Present**

1. Dr. Jeff White, Chief School Administrator
2. Joel Julien, School Business Administrator
3. Nicole R. Fisher, Board Attorney
4. Jennifer Stein-Vice Principal
5. Timothy Simmons-Vice Principal

Motion to approve the meeting Agenda made by Z. Clark and 2<sup>nd</sup> by D. Johnson. Motion approved by consensus.

Motion to approve the meeting minutes of the February Regular Board Meeting made by Z. Clark and 2<sup>nd</sup> by D. Johnson. Motion approved by consensus.

**Chief School Administrator's Report** – Dr. White provided the Board and public with an update on all critical school events and information. A written report was submitted.

Mr. Simmons also provided the Board and the public with a data presentation.

## New Business

Approval of the Treasurer's Report, **Resolution No. 03142022-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$1,883,402.23.

Approval of the Bill List, **Resolution No. 03142022-002** – 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 \$224,667.66.

Approval of the Board Secretary's Report, **Resolution No. 03142022-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 03142022-001**, **Resolution No. 03142022-002**, and **Resolution No. 03142022-003**, made by D. Johnson and 2<sup>nd</sup> by P. Martindale. Motion passed.

## Committee Reports

1. Executive/Legal-

2. Curriculum- N/A

3. Building and Grounds-N/A

4. Finance-

- a. Approval of **Resolution No. 03142022-004**-Resolution to approve the 2021-2022 budget modification for IDEA-Basic and IDEA-Preschool in the amount of \$33,958 and \$1,434, respectively.

Motion to approve **Resolution No. 03142022-004** made by Z. Clark and 2<sup>nd</sup> by P. Martindale. Motion passed.

- b. Approval of **Resolution No. 03142022-005**-Resolution to approve a one-year contract/subscription for Study Island (Science) at a cost of \$1,485.00 (Title I Funds) effective 4/16/2022-4/15/2023.

Motion to approve **Resolution No. 03142022-005** made by Z. Clark and 2<sup>nd</sup> by D. Johnson. Motion passed.

- c. Approval of **Resolution No. 03142022-006**-Resolution to approve SY 2020-2021 Burch Charter EA staff members, who have returned to BCSE for SY 2021-2022 and are currently employed by the Board of Trustees as of March 14, 2022, to receive

a one-time non-pensionable stipend payment of \$2,000.00 (ESSER 2 Funds) on payroll date of March 25, 2022, as their SY 2020-2021 salary increase pending written certification that the full Association members have approved such payment.

Motion to approve **Resolution No. 03142022-006** made by Z. Clark and 2<sup>nd</sup> by D. Johnson. Motion passed.

- d. Approval of **Resolution No. 03142022-007** – Resolution to approve SY 2020-2021 Administrators and non-EA staff members, who have returned to BCSE for SY 2021-2022 and are currently employed by the Board of Trustees as March 14, 2022, to receive a one-time non-pensionable stipend payment of \$2,000.00 (ESSER 2 Funds) on the payroll date of March 25, 2022, as their SY 2020-2021 salary increase pending written certification that the full Association members have approved such payment.

Motion to approve **Resolution No. 03142022-007** made by Z. Clark and 2<sup>nd</sup> by D. Johnson. Motion passed.

- e. Approval of **Resolution No. 03142022-008** – Resolution to authorize the Business Office to send out a Request for Proposal for Vended Meals for SY 2022-2023.

Motion to approve **Resolution No. 03142022-008** made by Z. Clark and 2<sup>nd</sup> by P. Martindale. Motion passed.

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

6. **Other**-

- a. Approval of **Resolution No. 03142022-009**-Resolution to approve 5<sup>th</sup> Grade Teacher, Tyler Tate, to attend a workshop on March 21, 2022: Develop Growth Mindset in Mathematics to Increase Students’ Perseverance, Engagement and Success at a cost of \$279.00 (Title 2A Funds).

Motion to approve **Resolution No. 03142022-009** made by Z. Clark and 2<sup>nd</sup> by P. Martindale. Motion passed.

**Public Comments**-

1. Maxine Jones (Parent)-Provided comments regarding her son.
2. Joel Julien, BA-Provided a reminder to Board Members regarding financial disclosures.

**Announcement of Future Board Meeting Date**-Next Regular Board meeting to be held April 11, 2022, at 6:00 PM.

Motion to adjourn Public Session made by P. Martindale and 2<sup>nd</sup> by D. Johnson. Motion approved by consensus. Public Session adjourned at 7:06PM.

Motion to open Executive Closed Session made by D. Johnson and 2<sup>nd</sup> by P. Martindale. Motion approved by consensus. Closed Session opened at 7:10PM.

1. Dr. White presented on **Resolution No. 03142022-015**-Personnel Services Agenda.
2. Burch Legal Agenda-Attorney Fisher provided the Board with an update regarding union negotiations.

Motion to adjourn Executive Closed Session made by Z. Clark and 2<sup>nd</sup> by P. Martindale. Motion approved by consensus. Executive Closed Session adjourned at 7:45PM.

Motion to re-open Public Session made by P. Martindale and 2<sup>nd</sup> by D. Johnson. Motion approved by consensus. Public Session re-opened at 7:48PM.

Approval of **Resolution No. 03142022-015**-Personnel Services Agenda, made by Z. Clark and 2<sup>nd</sup> by T. Henry. Motion passed.

Motion to adjourn the meeting made by D. Johnson and 2<sup>nd</sup> by Z. Clark. Motion passed by consensus. Meeting adjourned at 7:49PM.