

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
November 8, 2021
6:00PM

Regular Board Meeting Called to Order by Board President, Heather Martindale, at 6:11PM

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Heather Martindale, Board President
2. Beverly Canady, Secretary
3. Frank Glien, Treasurer
4. Carolin Heath
5. Paulita Martindale
6. Tyhisha Henry
7. Zende Clark

Non-Board Members Present

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

Motion to amend the agenda, to include the addition of **Resolution No. 11082021-012**, and approve the agenda made by Z. Clark and 2nd P. Martindale. Motion passed by consensus.

Meeting minutes of the October 2021 Regular Board Meeting 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.

New Business

Approval of the Treasurer's Report, **Resolution No. 11082021-001**-Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$817,749.78.

Approval of the Bill List, **Resolution No. 11082021-002**—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 \$192,959.31.

Approval of the Board Secretary Report, **Resolution No. 11082021-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to amend **Resolution No. 11082021-003** to reflect ESSER 3 in the amount of \$23,408, and consolidate **Resolution No. 11082021-001**, **Resolution No. 11082021-002**, and **Resolution No. 11082021-003**, made by Z. Clark and 2nd by C. Heath. Motion passed.

Committee Reports

1. **Executive/Legal-**

2. **Curriculum-** N/A

3. **Building and Grounds-**N/A

4. **Finance-**

a. Approval of **Resolution No. 11082021-004**-Resolution to approve the NJ DOE Annual Fiscal Questionnaire.

Motion to approve **Resolution No. 11082021-004** made by Z. Clark and 2nd by C. Heath. Motion passed.

b. Approval of **Resolution No. 11082021-005**-Resolution to approve the Professional Development Agreement between BCSE and The Leadership Source, LLC (“Consultant”), located at 10 Crawfords Corner Rd, PO Box 363, Holmdel, New Jersey, 07733 to provide a full-year of Professional at a cost not to \$12,375.00. Consultant will conduct in-class/job-embedded coaching to provide follow-up, guidance and support to teachers selected by the Principal of the Burch Charter School of Excellence during the 2021-2022 academic year. Consultant will provide real time feedback, demonstration lessons, co-teaching, and planning.

Motion to amend **Resolution No. 11082021-005**, to reflect that the amount should not exceed \$12,375.00 and Title IIA will be the funding source, made by Z. Clark and 2nd by T. Henry. Motion passed.

Motion to approve **Resolution No. 11082021-005**, as amended, made by C. Heath and 2nd by Z. Clark. Motion passed.

- c. Approval of **Resolution No. 11082021-006**-Resolution to approve a check cashing agreement with Investor’s bank for account 0149903479 to allow the three (3) administrators to cash check made payable to them for school activities.

Motion to approve **Resolution No. 11082021-006** made by C. Heath and 2nd by Z. Clark. Motion failed.

- d. Approval of **Resolution No. 11082021-007**-Resolution to Approve the Professional Development (Bureau of Education and Research) for Erica Moser “Using Guided Math” on 12/1/2021 at a cost of \$289 (Title IIA Funds).

Motion to approve **Resolution No. 11082021-007** made by C. Heath and 2nd by B. Canady. Motion passed.

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

6. **Other**-

- a. Approval of **Resolution No. 11082021-008**-Resolution to approve the termination of the contract between Burch Charter School of Excellence (BCSE) and Spartan Security Services c/o Atalian Global Services effective December 23, 2021.

Motion to approve **Resolution No. 11082021-008** made by C. Heath and 2nd by B. Canady. Motion passed.

- b. Approval of **Resolution No. 11082021-009**-Resolution to approve the SY 2021-2022 Memorandum of Agreement.

Motion to approve **Resolution No. 11082021-009** made by Z. Clark and 2nd by C. Heath, with a friendly amendment made by B. Canady to include on the agenda the statement agreement between the Irvington Police Department and the Burch Charter School of Excellence. Motion passed.

- c. Approval of **Resolution No. 11082021-010**- Resolution to approve the submission of an RFP for security services for SY 2021-2022.

Motion to approve **Resolution No. 11082021-010** made by C. Heath and 2nd by Z. Clark. Motion passed.

- d. Approval of **Resolution No. 11082021-012**-Resolution to approve the 2020-2021 Board Self Evaluation.

Motion to approve **Resolution No. 11082021-012** made by Z. Clark and 2nd by C. Heath. Motion passed.

Public Comments-Attorney Cole shared comments with the Board and the public.

Announcement of Future Board Meeting Date-Next Regular Board meeting to be held December 13, 2021, at 6:00 PM.

Motion to adjourn Public Session made by C. Heath and 2nd by Z. Clark. Motion approved by consensus. Public Session adjourned at 7:42PM.

Motion to open Executive Closed Session made by C. Heath and 2nd by P. Martindale. Motion approved by consensus. Closed Session opened at 7:50PM.

1. Dr. White presented on **Resolution No. 11082021-011**-Personnel Services Agenda.
2. Burch Legal Agenda-Attorney Cole provided the Board with an update regarding pending legal matters and union negotiations.

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

Motion to re-open Public Session made by Z. Clark and 2nd by C. Heath. Motion approved by consensus. Public Session re-opened at 8:26PM.

Approval of **Resolution No. 11082021-011**-Personnel Services Agenda, made by Z. Clark and 2nd by C. Heath. Motion passed.

Motion to adjourn the meeting made by C. Heath and 2nd by P. Martindale. Motion passed by consensus. Meeting adjourned at 8:33PM.