

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
September 12, 2022
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, President
2. Zende Clark, Vice President
3. Beverly Canady, Secretary
4. Frank Glien, Treasurer
5. Paulita Martindale
6. Tyhisha Henry

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 B. Canady and 2nd by P. Martindale. Motion approved by consensus.

Motion to approve the meeting minutes of the July 2022 Regular Board Meeting made by B. Canady and 2nd by T. Henry. 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. 09122022-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$1,959,599.41.

Approval of the Bill List, **Resolution No. 09122022-002** – 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 \$267,133.25.

Approval of the Board Secretary’s Report, **Resolution No. 09122022-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 09122022-001**, **Resolution No. 09122022-002**, and **Resolution No. 09122022-003** made by Z. Clark and 2nd by P. Martindale. Motion passed.

Committee Reports

1. **Executive/Legal**- Reserved for closed session.

2. **Curriculum**-

a. Approval of **Resolution No. 09122022-004**-Resolution to approve the revisions of the updated curriculum guides for grades K-5: Career Readiness, Health and Physical Education, and Technology.

Motion to approve **Resolution No. 09122022-004** made by Z. Clark and 2nd by P. Martindale. Motion passed.

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

4. **Finance**-

a. Approval of **Resolution No. 09122022-005**-Resolution to approve attendance at Kean University Job Fair held on September 20, 2022 from 11AM-4PM at a cost of \$75.

Motion to approve **Resolution No. 00122022-005** made by B. Canady and 2nd by P. Martindale. Motion passed.

b. Approval of **Resolution No. 09122022-006**-Resolution to approve the Memorandum of Understanding with Jersey City University to provide university’s four (4) students with instructional assistance and support to become elementary teachers at a cost not to exceed \$25,000 (ESSER II Funds).

Motion to approve **Resolution No. 09122022-006** made by P. Martindale and 2nd by B. Canady. Motion passed.

- c. Approval of **Resolution No. 09122022-007**-Resolution to approve the partnership with Essex County College to provide teacher certification test training in ELA and Mathematics to BCSE Academic Interventionist during two (2) ten week sessions at a cost of not to exceed \$5,000 (Title IIA Funds).

Motion to approve **Resolution No. 09122022-007** made by Z. Clark and 2nd by B. Canady. Motion passed.

- d. Approval of **Resolution No. 09122022-008**-Resolution to approve the attendance of the Interim CSA to NJ Charter School Advocacy Training Sessions and Gala on Wednesday, October 26, 2022 at a cost of \$250.00.

Motion to approve **Resolution No. 09122022-008** made by B. Canady and 2nd by Z. Clark. Motion passed.

- e. Approval of **Resolution No. 09122022-009**-Resolution to approve SY 2022-2023 Afterschool Program from October 17, 2022 to June 2, 2023 at a cost not to exceed \$115,000 (ESSER III funded).

Motion to approve **Resolution No. 09122022-009** made by Z. Clark and 2nd by B. Canady. Motion passed.

- f. Approval of **Resolution No. 09122022-010**-Resolution to approve SY 2022-2023 Fun Fridays Program delivered by Brainiax Learning NJ from October 7 to December 16, 2022 and from February 3, 2023 to April 28, 2023 at a cost not to exceed \$90,000 (\$50,000 in ESSER II funds and \$40,000 in ESSER III funds).

Motion to approve **Resolution No. 09122022-010** made by Z. Clark and 2nd by B. Canady. Motion passed.

- g. Approval of **Resolution No. 09122022-011**-Resolution to approve field trip to Alstede Farms on October 13, 2022 for Grades K-1 and October 14 for grade 2-5 at a cost of \$6426 (admission) and \$1500 (Transportation)

Motion to approve **Resolution No. 09122022-011** made by Z. Clark and 2nd by P. Martindale. Motion passed.

5. Governance Report-

- a. Approval of **Resolution No. 09122022-012**-Resolution to approve the Board's 2021-2022 Self Evaluation.

Motion to approve **Resolution No. 09122022-012** made by B. Canady and 2nd by T. Henry. Motion passed.

6. Other-

- a. Approval of **Resolution No. 09122022-013**-Resolution to approve Burch Charter School of Excellence Mentoring Program.

Motion to approve **Resolution No. 09122022-013** made by B. Canady and 2nd by Z. Clark. Motion passed.

- b. Approval of **Resolution No. 09122022-014**-Resolution to approve SY 2022-2023 BCSE Assessment Calendar.

Motion to approve **Resolution No. 09122022-014** made by B. Canady and 2nd by P. Martindale. Motion passed.

- c. Approval of **Resolution No. 09122022-015**-Resolution to approve SY 2022-2023 Burch Charter School Organizational Chart.

Motion to approve **Resolution No. 09122022-015** made by B. Canady and 2nd by P. Martindale. Motion passed.

- d. Approval of **Resolution No. 09122022-016**-Resolution to approve VP Krystal Albright attending the New Jersey Principals and Supervisors Association Fall Conference at the cost of \$395.00 from October 13-October 14, 2022 (Title IIA funds).

Motion to approve **Resolution No. 09122022-016**, as amended to reflect the correct resolution number, made by Z. Clark and 2nd by T. Henry. Motion passed.

Public Comments- N/A

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

Motion to adjourn Public Session made by P. Martindale and 2nd by B. Canady. Motion approved by consensus. Public Session adjourned at 7:24PM.

Motion to open Executive Closed Session made by B. Canady and 2nd by Z. Clark. Motion approved by consensus. Closed Session opened at 7:27PM.

1. Mr. Simmons presented on **Resolution No. 09122022-017**-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 B. Canady and 2nd by T. Henry. Motion approved by consensus. Executive Closed Session adjourned at 8:16PM.

Motion to re-open Public Session made by P. Martindale and 2nd by T. Henry. Motion approved by consensus. Public Session re-opened at 8:19PM.

Approval of **Resolution No. 09122022-017**-Personnel Services Agenda made by Z. Clark and 2nd by B. Canady. Motion passed.

Motion to adjourn the meeting made by Z. Clark and 2nd by P. Martindale. Motion passed by consensus. Meeting adjourned at 8:23PM.