

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
June 12, 2023
6:00PM

Regular Board Meeting Called to Order by Board President, Zende Clark, at 6:03 PM

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Zende Clark, President
2. Carolin Heath, Vice President
3. Dewanna Clark-Johnson, Secretary
4. Frank Glien, Treasurer
5. Heather Martindale
6. Paulita Martindale
7. Tyhisha Henry
8. Celeste C. Williams

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

Motion to approve the Regular Board and Reorganization Meeting Minutes of the May 2023 made by H. Martindale 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.

New Business

Approval of the Treasurer's Report, **Resolution No. 06122023-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$2,688,081.61.

Approval of the Bill List, **Resolution No. 06122023-002** – 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 \$290,107.27.

Approval of the Board Secretary's Report, **Resolution No. 06122023-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 06122023-001**, **Resolution No. 06122023-002**, and **Resolution No. 06122023-003** made by P. Martindale and 2nd by C. Heath. Motion passed.

Committee Reports

1. **Executive/Legal**- Reserved for Executive Closed Session.
2. **Curriculum**-
 - a. Approval of **Resolution No. 06122023-004**-Resolution to approve the appointment of board members to the Curriculum Committee for School Year 2023-2024.

Motion to approve **Resolution No. 06122023-004** made by H. Martindale and 2nd by T. Henry. Motion passed.

3. **Building and Grounds**- N/A
4. **Finance**-
 - a. Approval of **Resolution No. 06122023-005**-Resolution to approve \$2,500 sign on bonus for all new teachers and specialist for SY 2023-2024. Candidates must complete 3 years of service.

Motion to approve **Resolution No. 06122023-005** made by H. Martindale and 2nd by C. Heath. Motion passed.
 - b. Approval of **Resolution No. 06122023-006**-Resolution to approve Vended Meals Renewal Contract with Nu-Way Concessionaries at the following rates: Breakfast

\$1.75 and Lunch #3.4287, a maximum increase of 5.5% in accordance with the State's current price level index in effect during this quarter.

Motion to amend and approve **Resolution No. 06122023-006** made by C. Heath and 2nd by D. Clark-Johnson. Motion passed.

- c. Approval of **Resolution No. 06122023-007**-Resolution to approve the firm of Olugbenga Olabintan, CPA for the audit of school year 2022-2023 at a cost of \$24,000.

Motion to approve **Resolution No. 06122023-007** made by D. Clark-Johnson and 2nd by C. Heath. Motion passed.

- d. Approval of **Resolution No. 06122023-008**-Resolution to approve the 2023-2024 Information Technology renewal contract with Teamlogic IT at a monthly rate of \$8,027.76, an increase of 4% allocated to General Fund as \$4,408.76, ESSER III \$3,619 and an additional \$550.80 for monthly offsite backup.

Motion to approve **Resolution No. 06122023-008** made by D. Clark-Johnson and 2nd by H. Martindale. Motion passed.

- e. Approval of **Resolution No. 06122023-009**-Resolution to approve the 2023-2024 renewal janitorial contract with Andrews & Company, LLC at a monthly rate of \$13,200.

Motion to approve **Resolution No. 06122023-009** made by C. Heath and 2nd by P. Martindale. Motion passed.

- f. Approval of **Resolution No. 06122023-010**-Resolution to approve the 2023-2024 renewal security services contract with Arrow Security based on the ESCNJ's State-Approved Cooperative Purchasing System #65MCESCCPS and Bid # Security Guards Bid #ESCNJ 21/22-05 at an hourly rate of \$30.09.

Motion to approve **Resolution No. 06122023-010** made by D. Clark-Johnson and 2nd by P. Martindale. Motion passed.

- g. Approval of **Resolution No. 06122023-011**-Resolution to approve the submission of the 2023-2024 and acceptance of funds as follows: Title IA \$184,555, Title IIA \$16,590 and Title IVA \$15,643.

Motion to approve **Resolution No. 06122023-011** made by H. Martindale and 2nd by D. Clark-Johnson. Motion passed.

- h. Approval of **Resolution No. 06122023-012**-Resolution to approve administrators Mr. Simmons and Dr. Kemp to attend a partnership meeting with Grand Canyon University in Phoenix, Arizona on July 13, 2023 at no cost to the district.

Motion to approve **Resolution No. 06122023-012** made by C. Heath and 2nd by D. Clark-Johnson. Motion passed.

- i. Approval of **Resolution No. 06122023-013**-Resolution to approve Raptor Technologies to provide visitor management equipment and monitoring services at a cost of \$1946.

Motion to approve **Resolution No. 06122023-013** made by C. Heath and 2nd by D. Clark-Johnson. Motion passed.

- j. Approval of **Resolution No. 06122023-014**-Resolution to approve the revised 2022-2023 school calendar.

Motion to approve **Resolution No. 06122023-014** made by C. Heath and 2nd by P. Martindale. Motion passed.

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

6. **Other**- N/A

Public Comments-

1. Diane Larrieux-100 Linden Avenue, Irvington, NJ: Commented on details regarding the upcoming Color Run.
2. Lisa Gallarza-100 Linden Avenue, Irvington, NJ: Commented on concerns at the school for students and staff members.
3. Dafina Mosley-100 Linden Avenue, Irvington, NJ: Commented regarding retention of staff members.

Announcement of Future Board Meeting Date-Next Regular Board meeting to be held July 10, 2023, at 6:00 PM.

Motion to adjourn Public Session made by D. Clark-Johns and 2nd by P. Martindale. Motion approved by consensus. Public Session adjourned at 7:03 PM.

Motion to open Executive Closed Session made by P. Martindale and 2nd by D. Clark-Johnson. Motion approved by consensus. Closed Session opened at 7:05 PM.

1. Mr. Simmons presented on **Resolution No. 06122023-015**-Personnel Services Agenda.
2. Burch Legal Agenda-Attorney Fisher provided the Board with an update on confidential legal matters.

Motion to adjourn Executive Closed Session made by D. Clark-Johnson and 2nd by C. Heath. Motion approved by consensus. Executive Closed Session adjourned at 7:32 PM.

Motion to re-open Public Session made by H. Martindale and 2nd by D. Clark-Johnson. Motion approved by consensus. Public Session re-opened at 7:33 PM.

Approval of **Resolution No. 06122023-015**-Personnel Services Agenda, as amended, made by C. Heath and 2nd by H. Martindale. Motion passed.

Motion to adjourn the meeting made by H. Martindale and 2nd by C. Heath. Motion passed by consensus. Meeting adjourned at 7:36PM.