

**Burch Charter School of Excellence**  
100 Linden Avenue  
Irvington, New Jersey 07111  
Regular Board Meeting Minutes  
August 10, 2020  
6:00PM  
Via Zoom Videoconferencing

Regular Board Meeting Called to Order by Board Member, P. Martindale at 6:06PM

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, Board Secretary
4. Paulita Martindale
5. Carolyn Heath
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 C. Heath and 2<sup>nd</sup> by P. Martindale. Motion approved by consensus.

Motion to approve the meeting minutes of the July 13, 2020 Regular Board Meeting made by C. Heath and 2<sup>nd</sup> by P. Martindale. Motion approved by consensus.

**Chief School Administrator's Report** – Dr. White provided the Board and the public with a comprehensive overview of his August report, noting critical updates on the status of the School and events. He also provided a review of the School's re-opening plan.

**New Business**

**Approval of the July 2020 Treasurer's Report, Resolution No. 08102020-001**-Presented by F. Glien along with a written report that was provided to the Board. With an ending balance of \$359,643.56. Mr. Glien noted that all of the accounts have been reconciled.

**Approval of the August 2020 Bill List, Resolution No. 08102020-002**—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 \$251,258.39.

**Approval of the August 2020 Board Secretary Report, Resolution No. 08102020-003**—Presented by J. Julien along with a written report that was provided to the Board. J. Julien advised that there is still a deficit.

Motion to consolidate and approve **Resolution No. 08102020-001, Resolution No. 08102020-002** and **Resolution No. 08102020-003** made by C. Heath and 2<sup>nd</sup> by T. Henry. Motion passed.

## Resolutions

### Committee Reports

#### 1. Executive/Legal-

- a. Attorney Cole provided the Board with an update regarding recommended changes to the Bylaws and Policy Manual.

#### 2. Other-

- a. Motion to amend the agenda to discuss **Resolution 08102020-008** following the legal agenda made by B. Canady and 2<sup>nd</sup> by C. Heath. Motion passed.
- b. Approval of **Resolution No. 08102020-008**-Resolution to approve the 2020-2021 Reopening Plan.

Motion to approve **Resolution No. 08102020-008** made by C. Heath and 2<sup>nd</sup> by P. Martindale. Motion failed.

Motion to approve **Resolution No. 08102020-008**, with amendment to reflect required Covid-19 testing of staff members, made by B. Canady and 2<sup>nd</sup> by C. Heath. Motion passed.

#### 3. Curriculum-

- a. Approval of **Resolution No. 08102020-004**-Resolution to approve all curricula aligned to the New Jersey Student Learning Standards for the 2020-2021 School Year.

Motion to approve **Resolution No. 08102020-004** made by B. Canady and 2<sup>nd</sup> by P. Martindale. Motion passed.

- b. Approval of **Resolution No. 08102020-005**-Resolution to approve the 2020-2021 Professional Development Plan.

Motion to approve **Resolution No. 08102020-005** made by C. Heath and 2<sup>nd</sup> by B. Canady. Motion passed.

4. **Building and Grounds**-Attorney Cole advised that she is awaiting an appraisal of the building as part of the on-going rent re-negotiation.

5. **Finance**-

- a. Approval of **Resolution No. 08102020-006**-Resolution to approve the submission and acceptance of the Digital Divide Grant in the amount of \$23,402 from the New Jersey Department of Education.

Motion to approve **Resolution No. 08102020-006** made by C. Heath and 2<sup>nd</sup> by B. Canady.  
Motion passed.

6. **Governance Report**-

- a. Approval of **Resolution No. 08102020-007**-Resolution to approve the 2020-2021 updated Organizational Chart.

Motion to approve **Resolution No. 08102020-007** made by C. Heath and 2<sup>nd</sup> by T. Henry.  
Motion passed.

7. **Other**-

- a. Approval of **Resolution No. 08102020-009**-Resolution to approve the 2020-2021 updated District Equity Plan.

Motion to approve **Resolution No. 08102020-009** made by B. Canady and 2<sup>nd</sup> by C. Heath.  
Motion passed.

- b. Approval of **Resolution No. 08102020-010**-Resolution to approve the 2020-2021 School Safety Plan.

Motion to approve **Resolution No. 08102020-010** made by B. Canady and 2<sup>nd</sup> by C. Heath.  
Motion passed.

- c. Approval of **Resolution No. 08102020-011**-Resolution to approve the 2020-2021 Student Handbook.

Motion to approve **Resolution No. 08102020-011** made by C. Heath and 2<sup>nd</sup> by B. Canady.  
Motion passed.

- d. Approval of **Resolution No. 08102020-012**-Resolution to approve the 2020-2021 updated Staff Handbook.

Motion to approve **Resolution No. 08102020-012** made by C. Heath and 2<sup>nd</sup> by Z. Clark.  
Motion failed.

Motion to approve **Resolution No. 08102020-012**, with amendments to address Covid-19 related issues, made by B. Canady and 2<sup>nd</sup> by C. Heath. Motion passed.

- e. Approval of **Resolution No. 08102020-009**-Resolution to approve the OnCourse as SIS for 2020-2021 with Lesson Planning Feature at a cost of \$7,934.

Motion to approve **Resolution No. 08102020-009**, with made by B. Canady and 2<sup>nd</sup> by Z. Clark. Motion passed.

**Public Comments-**

1. **Melissa Everett**-100 Linden Avenue-Had questions regarding COVID testing and the procedure for submitting results. Also questioned whether reasonable accommodations will be given for staff members who are considered high risk.
2. **Katrina Hancock**-100 Linden Avenue-Asked whether reasonable accommodations will be made for staff members who are caring for high risk individuals.

**Announcement of Future Board Meeting Date-** Next Regular Board meeting to be held September 14, 2020 at 6:00PM.

Motion to adjourn Public Session made by B. Canady and 2<sup>nd</sup> by C. Heath. Motion approved by consensus. Public Session adjourned at 8:57PM.

Motion to open Executive Closed Session made by C. Heath and 2<sup>nd</sup> by T. Henry. Motion approved by consensus. Executive Closed Session opened at 9:17PM.

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 08102020-014**.

Motion to exit Executive Closed Session and re-open Public Session made by C. Heath and 2<sup>nd</sup> by Z. Clarke. Approval by consensus. Public session re-opened at 10:31PM.

Motion to approve the Personnel Services Agenda **Resolution No. 08102020-014** made by Z. Clarke and 2<sup>nd</sup> by C. Heath. Motion passed.

Motion to adjourn the meeting made by Z. Clarke and 2<sup>nd</sup> by P. Martindale. Motion passed by consensus. Meeting adjourned at 10:33PM.