

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
September 9, 2019
6:00PM

Regular Board Meeting Called to Order by Vice President, R. Fraser at 6:21PM

Salute to the Flag

Roll Call Taken:

Board Members Present

1. Heather Martindale, President
2. Raquel Fraser, Vice President
3. Beverly Canady, Secretary
4. Frank Glien, Treasurer
5. Paulita Martindale (Via Teleconference)
6. Carolyn Heath

Non-Board Members Present

1. Joel Julien, School Business Administrator
2. Chandra R. Cole, Board Attorney
3. Timothy Simmons, Vice Principal (Interim Chief School Administrator)

Motion to approve the agenda made by C. Heath and 2nd by B. Canady. Motion approved by a consensus.

Motion to approve the August 12, 2019 Regular Board Minutes made by C. Heath and 2nd by B. Canady. Motion passed.

Interim Chief School Administrator's Report – Mr. Simmons noted that the school year was off to a successful start. The current student enrollment is at 353 as of Friday. The school just received notice that they can begin to fill the open spots for enrollment with other grades. Mr. Simmons noted that Pearson conducted training at the school. Additionally, the Back to School Night is September 25th and the Title I program is scheduled to begin October 6, 2019.

Presentation of a proposal by Edward Wallace from Squared Brain Web Design on the development of a new website. He provided a written proposal to the Board that was discussed in detail during the meeting.

Mr. Simmons went over the 2019 ELA NJSLA Performance Levels. He provided a comparison between PARCC and MAP, along with other data projections based upon the results. He advised that he would provide the Board with an Action Plan next month in response to the NJSLA results. Ms. Canady advised

that she would like to see the data from the impact of the Summer Program. She indicated that she would like to see the tracking of this data at least three times throughout the year.

New Business

Approval of Treasurer’s Report, Resolution No. 09092019-001—F. Glien presented the report of August 31, 2019, along with a written report that was provided to the Board. F. Glien noted that all the accounts have been reconciled with an ending balance of \$377,040.23.

Approval of the September 10, 2019 Bill List, Resolution No. 09092019-002—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 \$304,730.32.

Motion to approve by consolidation the monthly budget reports, Resolution No. **09092019-001, 09092019-002**, made by C. Heath and 2nd by P. Martindale. Motion passed.

Resolutions

Committee Reports

1. Executive/Legal-

- a. Reserved for closed session.

2. Curriculum-

- a. Approval of **Resolution No. 09092019-003**-Resolution to approve the trip to Alstead Farms for grades K-5 on October 1-3: At a cost of \$4,575 for admission and \$3,997 for transportation.

Motion to approve **Resolution No. 09092019-003** made by P. Martindale and 2nd by C. Heath. Motion passed.

3. Building and Grounds-N/A

4. Finance-

- a. Approval of **Resolution No. 09092019-004**-Resolution to approve the redesign of the school website by Squared Brain Web Design at a cost of \$3,060.

Motion to approve **Resolution No. 09092019-004** made by P. Martindale and 2nd by C. Heath. Motion passed.

5. Governance Report-N/A

6. Other

Public Comments-N/A

Announcement of Future Board Meeting Date- Next Regular Board meeting to be held October 7, 2019 at 6:00 PM.

Public Session adjourned at 7:37PM by consensus- Motion by C. Heath; 2nd by B. Canady.

Motion to open Closed Session made by B. Canady and 2nd by R. Fraser. Motion approved by consensus. Closed Session opened at 7:47PM.

1. Personnel Services Report by Ms. Williams
 - a. File review status/updates to employee files
 - b. Onboarding plan
 - c. CSA Search committee
2. The Legal Agenda was presented by Attorney Cole: Attorney Cole updated the Board on the status of the special education matter involving minor A.G., policy updates, budget figures re: meetings concerning the rental payments, status of the Boler v. Martindale matter, and new wage/employment filing.
3. Personnel Services Agenda-**Resolution No. 09092019-05**-Recommendation by the Interim Chief School Administrator for staff transfers, appointments and new positions. There was also discussion of the use of certain entrances and exits re: issues raised during Public Session.

Motion to end Closed Session made by B. Canady and 2nd by C. Heath. Closed session adjourned by consensus at 9:15PM.

Motion to re-open Public Session made by B. Canady and 2nd by P. Martindale. Public Session re-opened at 9:17PM.

Motion to amend the Personnel Services agenda to include 1. An adjustment to the salary of Michael Dekort from \$49,000 to \$47,500; 2. Removal of Section D: Non-Certified; 3. Creation of new role titled School Support Coordinator; 4. Approval of the social worker internship with appropriate documentation-**Resolution No. 09092019-05**-made by B. Canady and 2nd by C. Heath. Motion passed.

Motion to approve the Personnel Services agenda as amended-**Resolution No. 09092019-05**-made by C. Heath and 2nd by B. Canady. Motion passed.

Motion to adjourn the meeting made by C. Heath and 2nd by B. Canady. Motion passed by consensus. Meeting adjourned at 9:22PM.