

Burch Charter School of Excellence
100 Linden Avenue
Irvington, New Jersey 07111
Regular Board Meeting Minutes
April 8, 2024
6:00 PM

Regular Board Meeting Called to Order by Board President, Zende Clark, at 6:10 PM

Salute to the Flag-Waived

Roll Call Taken:

Board Members Present

1. Zende Clark, President
2. Paulita Martindale, Vice President
3. Dewanna Clark-Johnson, Secretary
4. Beverly Canady
5. Frank Glien, Treasurer
6. Heather Martindale
7. Celeste C. Williams
8. Rosalind Bartholomew

Non-Board Members Present

1. Timothy Simmons, School Lead/Principal
2. Joel Julien, School Business Administrator
3. Nicole R. Fisher, Board Attorney

Motion to approve the meeting agenda made by C. Williams and 2nd by D. Clark-Johnson. Motion approved by consensus.

Motion to approve the Regular Board Meeting Minutes of March 2024, made by D. Clark-Johnson and 2nd by C. Williams. Motion passed.

Chief School Lead/Principal's Report –Mr. Simmons provided the Board and the public with an update on all critical school events and information. Mr. Simmons also presented the 2022-2023 School Performance Report.

New Business

Approval of the Treasurer's Report, **Resolution No. 04082024-001** – Presented by F. Glien along with a written report that was provided to the Board. The ending balance was \$2,708,735.

Approval of the Bill List, **Resolution No. 04082024-002** – 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 \$339,249.34.

Approval of the Board Secretary's Report, **Resolution No. 04082024-003** – Presented by J. Julien along with a written report that was submitted to the Board.

Motion to consolidate and approve **Resolution No. 04082024-001**, **Resolution No. 04082024-002**, and **Resolution No. 04082024-003** made by D. Clark-Johnson and 2nd by R. Bartholomew. Motion passed.

Committee Reports

1. **Executive/Legal**- Attorney Fisher provided the Board with an update on the status of the State of New Jersey, Department of Community Affairs inspection and required repairs.
2. **Curriculum**- N/A
3. **Building and Grounds**- N/A
4. **Finance**-
 - a. Approval of **Resolution No. 04082024-004**-Resolution to approve the attendance of school administration to attend the Rutgers Spring Career and Internship Fair on April 26, 2024, at 11:30 AM – 3:30 PM on Livingston Campus at a cost of \$550 (ESSER III).

Motion to approve **Resolution No. 04082024-004** made by P. Martindale and 2nd by R. Bartholomew. Motion passed.

- b. Approval of **Resolution No. 04082024-005**-Resolution to approve the attendance of the school administration to attend the NJASA/NJAPSA Spring Leadership Conference on May 15-17, 2024, at a cost not to exceed \$1,800 (registration and travel expenses ESSER III). 1. Mr. Simmons-3 days, 2. Dr. Kemp-1 day, Ms. Sierra-1 day.

Motion to approve **Resolution No. 04082024-005** made by D. Clark-Johnson and 2nd by P. Martindale. Motion passed.

5. Governance Report- N/A

6. Other-

- a. Approval of **Resolution No. 04082024-006**-Resolution to approve the SY 2022-2023 School Performance Report.

Motion to approve **Resolution No. 04082024-006** made by D. Clark-Johnson and 2nd by H. Martindale. Motion passed.

Public Comments-

1. Z. Clark thanked Mr. Simmons and the administration for their efforts on Career Day.
2. Mr. Simmons thanked the Board and Dr. Kemp for her work with the student ambassadors.

Announcement of Future Board Meeting Date-Next Regular Board meeting and Annual Reorganization meeting is to be held May 13, 2024, at 6:00 PM.

Motion to adjourn Public Session made by P. Martindale and 2nd by D. Clark-Johnson. Motion approved by consensus. Public Session adjourned at 6:45 PM.

Motion to open Executive Closed Session made by R. Bartholomew and 2nd by P. Martindale. Motion approved by consensus. The Closed Session opened at 6:46 PM.

1. Dr. Kemp presented **Resolution No. 04082024-007**-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 R. Bartholomew. Motion approved by consensus. The Executive Closed Session was adjourned at 6:53 PM.

Motion to re-open Public Session made by D. Clark-Johnson and 2nd by P. Martindale. Motion approved by consensus. Public Session re-opened at 6:54 PM.

Approval of **Resolution No. 04082024-007**-Motion to approve the Personnel Services Agenda made by R. Bartholomew and 2nd by P. Martindale. Motion passed.

Motion to adjourn the meeting made by H. Martindale and 2nd by D. Clark-Johnson. Motion passed by consensus. The meeting was adjourned at 6:56 PM.