

Bridgeton Public Charter School
Regular Board Meeting Minutes
October 15, 2019

Convened at 6:00 p.m. in the Art Room at 790 E. Commerce St., Bridgeton, NJ 08302

- I. CALLED TO ORDER
 - A. Call to Order by the Board President at 6:09 PM.
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times on June 24, 2019.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mrs. Harris.
- IV. ROLL CALL
 - A. Adele Harris, President - PRESENT
Dr. Steve Thomas, Vice President – PRESENT (By Telephone; Left at 6:40 p.m.)
Mark Dooley, Trustee - PRESENT
Edith Johnson, Trustee – PRESENT
Shelton Oliver III, Board of Trustees Inductee - PRESENT
 - B. Also Present:
 1. CCCSN Executive Director - PRESENT
CCCSN Deputy Director - PRESENT
Dr. Shay Richardson, Business Administrator/Board Secretary - PRESENT
Dr. Valerie James-Kemp, Principal - PRESENT
Charlotte Gould, Director of Fine Arts - PRESENT
Lisa Zuniga, Director of Human Resources – ABSENT
- V. PRESENTATION OF AWARDS
 - A. As presented by Dr. James-Kemp.
 - Perfect attendance for the month of September 2019
 - Achievement for state testing
 - Ambassador for student fundraising
- VI. REVIEW OF AGENDA
 - A. Questions
- VII. OPEN TO PUBLIC
 1. The public may ask questions pertaining to agenda items only.
- VIII. APPROVE MINUTES
 - A. Motion by Mark Dooley and second by Edith Johnson to approve the Minutes of the Regular meeting held on September 17, 2019. (Backup M-1)
 - B. ROLL CALL
Adele Harris – YES
Dr. Steve Thomas – YES
Mark Dooley – YES
Edith Johnson – YES
Motion passed on a unanimous Roll Call vote.
- IX. RECOMMENDATION FOR THE BOARD OF TRUSTEES
 - A. Motion by Dr. Steve Thomas and second by Mark Dooley to appoint Shelton Oliver III to the Board of Trustees for a two-year term expiring October 2021.
 - B. ROLL CALL

Adele Harris – YES
Dr. Steve Thomas – YES
Mark Dooley – YES
Edith Johnson – YES

Motion passed on a unanimous Roll Call vote.

C. Oath of Office administered by Dr. Shay Richardson to Shelton Oliver III.

X. OLD BUSINESS – None at this time

XI. FINANCE

A. Motion by Mark Dooley and second by Edith Johnson to approve items #1 through #9 under Finance.

1. Recommend approval of line item transfers for the Month of September 2019. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2019. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A - 16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year which the board is now certifying. (Backup L-2)
3. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2019. The Treasurer's Report and the Secretary's Reports are in agreement for the month of September 2019.(Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):
September 1, 2019 to September 30, 2019 - \$193,191.09
5. Recommend approval of the following payrolls (Backup L-5):
September 30, 2019 - \$35,499.49
October 15, 2019 - \$29,961.77
6. Approve the Board of Education Certification - pursuant to N.J.A.C. 6A:23A-16.10(c) 3, we certify that after review of the secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
7. Recommend approval of the expense reclassification report for September 2019. (Backup L-6)
8. Recommend to approve the participation of Dr. James-Kemp, Principal, in the upcoming RULER training from November 14 to November 15, 2019, at a rate of \$6,000. (Backup L-7)
9. Recommend the ratification of a contract for auditing services for the fiscal year, ending June 2019, and for the Board to acknowledge the receipt and review of the unmodified external peer review report. (Backup L-8)

B. ROLL CALL

Adele Harris – YES
Mark Dooley – YES
Edith Johnson – YES
Shelton Oliver III – YES

Motion passed on a unanimous Roll Call vote.

XII. POLICY UPDATES

A. Motion by Mark Dooley and second by Edith Johnson to approve item #1 under Policy.

1. Recommend to approve the New Jersey Policy Alert No. 218, August 2019, for a Second Reading and Adoption as follows: (Backup POL-1):
Policy #1642, Earned Sick Leave Law
Policy #3159, Teaching Staff Member/School District Reporting Responsibilities
Policy #3218 and #4218, Use Possession, or Distribution of Substances

Policy #4219, Commercial Driver's License Controlled Substance and Alcohol Use Testing
Policy #5517, School District Issued Student Identification Cards
Policy #6612, Reimbursement of Federal and Other Grant Expenditures
Policy #7440, School District Security
Policy #8600, Student Transportation
Policy #8630, Bus Driver/Bus Aide Responsibility and Emergency School Bus Procedures
Policy #8670, Transportation of Special Needs Students
Policy #9210, Parent Organizations
Policy #9400, Media Relations

B. ROLL CALL

Adele Harris – YES
Mark Dooley – YES
Edith Johnson – YES
Shelton Oliver III – YES

Motion passed on a unanimous Roll Call vote.

XIII. PERSONNEL

A. Motion by Mark Dooley and second by Shelton Oliver III to approve items #1 through #2 under Personnel.

1. Recommend approval of the staff list and salaries for the 2019-20 school year as attached. (Backup PER-1)
2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)

B. ROLL CALL

Adele Harris – YES
Mark Dooley – YES
Edith Johnson – YES
Shelton Oliver III – YES

Motion passed on a unanimous Roll Call vote.

XIV. SCHOOL OPERATIONS

A. Motion by Shelton Oliver III and second by Mark Dooley to approve items #1 through #4 under School Operations.

1. Recommend to approve the Principal's report as presented by Dr. Kemp. (Backup SO-1)
2. Recommend approval of the field trips as attached. (Backup SO-2)
3. Recommend approval to authorize the Comprehensive Equity Plan for 2019-2022, as approved by the New Jersey Department of Education. (Backup SO-3)
4. Recommend to approve an amendment to add Pre-K 4 and 5th grade at the start of the 2020-2021 school year.

B. ROLL CALL

Adele Harris – YES
Mark Dooley – YES
Edith Johnson – YES
Shelton Oliver III – YES

Motion passed on a unanimous Roll Call vote.

XV. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Shelton Oliver III and second by Mark Dooley to approve item #1 under Executive Director's report.

1. Report as presented by the CCCSN representative.
 - Refinancing
 - Facilities

- Flooding on first floor
- Repairs commenced

B. ROLL CALL

Adele Harris – YES

Mark Dooley – YES

Edith Johnson – YES

Shelton Oliver III – YES

Motion passed on a unanimous Roll Call vote.

XVI. ADJOURNMENT

- A. Motion by Mark Dooley and second by Shelton Oliver III to adjourn the meeting at 7:25 PM.
- B. ALL IN FAVOR
Voice Vote – Four (4) AYES
- C. Next Meeting November 19, 2019

Respectfully Submitted,



Dr. Shay Richardson

Business Administrator/Board Secretary