

**Bridgeton Public Charter School  
Regular Board Meeting Minutes  
March 17, 2020**

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

- I. CALLED TO ORDER
  - A. Call to Order by the Board President at 6:07 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 Dr. Richardson.
- IV. ROLL CALL
  - A. Adele Harris, President – PRESENT (By Phone)  
Dr. Steve Thomas, Vice President – PRESENT (By Phone)  
Mark Dooley, Trustee – ABSENT  
Edith Johnson, Trustee – PRESENT (By Phone)  
Diego Zuniga, Trustee - ABSENT
  - B. Also Present:
    1. CCCSN Executive Director – PRESENT (By Phone)  
CCCSN Deputy Director – PRESENT (By Phone)  
Dr. Shay Richardson, Business Administrator/Board Secretary - PRESENT  
Dr. Valerie James-Kemp, Principal – PRESENT (By Phone)  
Charlotte Gould, Director of Fine Arts - ABSENT  
Lisa Zuniga, Director of Human Resources - ABSENT
- V. OPEN TO PUBLIC
  1. The public may ask questions pertaining to agenda items only.
- VI. APPROVE MINUTES
  - A. Motion by Dr. Steve Thomas and second by Adele Harris to approve the Minutes of the Regular meeting held on February 18, 2020. (Backup M-1)
  - B. ROLL CALL  
Adele Harris – YES  
Dr. Steve Thomas – YES  
Edith Johnson – YES  
**Motion passed on a unanimous Roll Call vote.**
- VII. RESIGNATION OF TRUSTEE
  - A. Motion by Adele Harris and second by Edith Johnson to accept the resignation of Diego Zuniga effective immediately.
  - B. ROLL CALL  
Adele Harris – YES  
Dr. Steve Thomas – YES  
Edith Johnson – YES  
**Motion passed on a unanimous Roll Call vote.**
- VIII. OLD BUSINESS – None at this time.
- IX. FINANCE
  - A. Motion by Dr. Steve Thomas and second by Edith Johnson to approve items #1 through #10 under Finance.

1. Recommend approval of line item transfers for the Month of February 2020. (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 February 2020. 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 February 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of February 2020. (Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):  
February 1, 2020 to February 29, 2020 - \$137,423.62
5. Recommend approval of the following payrolls (Backup L-5):  
February 29, 2020 - \$27,983.31  
March 15, 2020 - \$28,068.58
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 February 2020. (Backup L-6)
8. Recommend to accept the donation of 20 filing cabinets by the Cumberland County Division of Social Services. (Backup L-7)
9. Recommend approval of the agreement with Salem County Special Services School District and Bridgeton Public Charter School for the 2020-2021 school year, effective July 1, 2020 to June 30, 2021. (Backup L-8)
10. Recommend approval of the 2020-2021 Preliminary Budget. (Backup L-9)

B. ROLL CALL

Adele Harris – YES

Dr. Steve Thomas – YES

Edith Johnson – YES

**Motion passed on a unanimous Roll Call vote.**

X. POLICY UPDATES

A. Motion by Adele Harris and second by Dr. Steve Thomas to approve item #1 under Policy.

1. Recommend approval of the New Jersey Policy Alert No. 219, March 2020, for a First Reading (Backup POL-1):  
Policy #0152, Board Officers  
Policy #2422, Health and Physical Education  
Policy #3421.13, Postnatal Accommodations  
Policy #5330, Administration of Medication  
Policy #7243, Supervision of Construction  
Policy #8210, School Year  
Policy #8220, School Day  
Policy #8220, School Closings  
Policy #8462, Reporting Potentially Missing or Abused Children

B. ROLL CALL

Adele Harris – YES

Dr. Steve Thomas – YES

Edith Johnson – YES

**Motion passed on a unanimous Roll Call vote.**

XI. PERSONNEL

A. Motion by Dr. Steve Thomas and second by Adele Harris 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  
Dr. Steve Thomas – YES  
Edith Johnson – YES

**Motion passed on a unanimous Roll Call vote.**

XII. FACILITIES - See the Executive Director's Report.

XIII. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Adele Harris and second by Edith Johnson to approve item #1 under Executive Director's Report.

1. Report as presented by the CCCSN representative.
  - Conference calls with County representatives and Superintendent.
  - Directed to close all schools until further notice.
  - Teachers are facilitating online instruction.
  - Students with no internet access were given work to take home. There are daily calls with leadership.
  - BPCS is being cleaned and sanitized all week.
  - No updates on state testing
  - BPCS is serving breakfast and lunch to students – parents will pick up.
  - BPCS is monitoring student daily login activities.

B. ROLL CALL

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

**Motion passed on a unanimous Roll Call vote.**

XIV. ADJOURNMENT

A. Motion by Adele Harris and second by Dr. Steve Thomas to adjourn the meeting at 6:34 PM.

B. ALL IN FAVOR

**Voice Vote – Three (3) AYES**

C. Next Meeting April 21, 2020

Respectfully Submitted,



Dr. Shay Richardson

Business Administrator/Board Secretary