

**Bridgeton Public Charter School**  
**Regular Board Meeting Minutes**  
**August 20, 2019**

**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 6:04 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 the Board President.
- IV. ROLL CALL
  - A. Adele Harris, President - PRESENT  
Dr. Steve Thomas, Vice President - PRESENT  
Angela Dooley, Trustee – PRESENT  
Mark Dooley, Trustee (New Board Member) – PRESENT  
Edith Johnson, Trustee (New Board Member) - PRESENT
  - B. Also Present:
    - 1. CCCSN Executive Director - PRESENT  
CCCSN Deputy Director - ABSENT  
Christina Murphy, Business Administrator/Board Secretary - PRESENT  
Dr. Shay Richardson, Assistant Business Administrator - PRESENT  
Dr. Valerie James-Kemp, Principal - PRESENT  
Charlotte Gould, Director of Fine Arts - ABSENT  
Lisa Zuniga, Director of Human Resources - ABSENT
- V. REVIEW OF AGENDA
  - A. Questions
- VI. OPEN TO PUBLIC
  - 1. The public may ask questions pertaining to agenda items only.
- VII. APPROVE MINUTES
  - A. Motion by Angela Dooley and second by Dr. Steve Thomas to approve the Minutes of the Regular meeting held on July 16, 2019 (Backup M-1).
  - B. ROLL CALL  
Adele Harris – YES  
Dr. Steve Thomas – YES  
Angela Dooley – YES  
Mark Dooley – YES  
Edith Johnson – YES  
**Motion passed on a unanimous Roll Call vote.**
- VIII. RECOMMENDATION FOR THE BOARD OF TRUSTEES
  - A. Motion by Angela Dooley and second by Dr. Steve Thomas to appoint Mark Dooley and Edith Johnson to the Board of Trustees for a two-year term expiring August 2021.
  - B. ROLL CALL  
Adele Harris – YES  
Dr. Steve Thomas – YES  
Angela Dooley – YES

Mark Dooley – YES  
Edith Johnson – YES

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

IX. RESIGNATION OF TRUSTEE

A. Motion by Angela Dooley and second by Mark Dooley to accept the resignation of Rana Williams.

B. ROLL CALL

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

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

X. OLD BUSINESS – None at this time

XI. FINANCE

A. Motion by Dr. Steve Thomas and second by Angela Dooley to approve items #1 through #14 under Finance.

1. Recommend approval of line item transfers for the Month of July 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 July 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 July 2019. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2019. (Backup L-3)
4. Recommend approval of the bills list as attached: (Backup L-4)  
July 1, 2019 to July 31, 2019 - \$81,934.97
5. Recommend approval of the following payrolls (Backup L-5):  
July 31, 2019 - \$15,278.08  
August 15, 2019 - \$15,244.08
6. Recommend approval of the expense reclassification report for July 2019. (Backup L-6)
7. 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.
8. Recommend to approve the agreement between Robert C. Harris, School Psychologist/Director of the Child Study Team, and Millville/Vineland/Bridgeton Public Charter Schools Board of Trustees for the 2019-20 school year, with compensation of \$58/hour. (Backup L-7)
9. Recommend to approve the Title I Part A waiver for carryover amount in the sum of \$26,125.00. (Backup L-8)
10. Recommend to approve the Title IV Part A carryover amount in the sum of \$2,205.00. (Backup L-9)
11. Recommend to approve the participation of Dr. James-Kemp, Principal, in the upcoming RULER training from October 14-15, 2019 and October 17-18, 2019, in the amount of \$6,000. (Backup L-10)

12. Recommend to approve the lease agreement due to refinancing between Friends of Bridgeton Public Charter School and Bridgeton Public Charter School up to \$3,000,000, as specified in the attached, and to be amended as necessary. (Backup L-13)
13. Recommend to approve BPCS to enter into a loan transaction with Community Loan Fund of New Jersey Inc., establishing two mortgages for \$2,624,000 and \$208,337 respectively, and to have the School Business Administrator and/or the Executive Director, and/or the Board President as authorizing officers to sign loan documents. (Backup L-12)
14. Recommend approval to appoint Dr. Richardson as the School Business Administrator, effective October 1, 2019, through the shared services agreement with Vineland Public Charter School.

B. ROLL CALL

Adele Harris – YES

Dr. Steve Thomas – YES

Angela Dooley – YES

Mark Dooley – YES

Edith Johnson – YES

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

XII. POLICY UPDATES

- A. Motion by Dr. Steve Thomas and second by Angela Dooley to approve item #1 under Policy.

1. Recommend to approve Policy #1510, Rights of Persons with Handicaps or Disabilities/Policy on Non-Discrimination (M), for a Second Reading and Adoption. (Backup POL-1)

B. ROLL CALL

Adele Harris – YES

Dr. Steve Thomas – YES

Angela Dooley – YES

Mark Dooley – YES

Edith Johnson – YES

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

XIII. PERSONNEL

- A. Motion by Angela Dooley and second by Edith Johnson to approve items #1 through #2 under Personnel.

1. Recommend to approve the staff list and salaries for the 2019-20 school year. (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

Angela Dooley – YES

Mark Dooley – YES

Edith Johnson – YES

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

XIV. SCHOOL OPERATIONS

- A. Motion by Angela Dooley and second by Edith Johnson to approve items #1 through #2 under School Operations.

1. Recommend to approve the Principal's report as presented by Dr. James-Kemp. (Backup SO-1)

2. Recommend approval of the Bridgeton Public Charter School Code of Conduct, Grades K-4, for 2019-2020. (Backup SO-2)

B. ROLL CALL

Adele Harris – YES

Dr. Steve Thomas – YES  
Angela Dooley – YES  
Mark Dooley – YES  
Edith Johnson – YES

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

XV. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Dr. Steve Thomas and second by Mark Dooley to accept item #1 under Executive Director's report.

1. Report as presented by the CCCSN representative.

- Refinancing

B. ROLL CALL

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

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

XVI. ADJOURNMENT

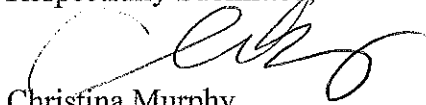
A. Motion by Mark Dooley and second by Edith Johnson to adjourn the meeting at 6:46 PM.

B. ALL IN FAVOR

**Voice vote - Five (5) AYES**

C. Next Meeting September 17, 2019

Respectfully Submitted,



Christina Murphy  
Business Administrator/Board Secretary