

**Bridgeton Public Charter School**  
**Regular Board Meeting Minutes**  
**February 19, 2019**

convenes 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 July 1, 2018.
- III. PLEDGE OF ALLEGIANCE
  - A. Led by Esteban Garcia.
- IV. ROLL CALL
  - A. Angela Dooley - PRESENT  
Adele Harris - PRESENT  
Gary Moellers - PRESENT  
Taneka Singleton - ABSENT  
Steve Thomas - PRESENT
  - B. Also Present:
    - 1. CCCSN - Executive Director - PRESENT  
CCCSN - Deputy Director - PRESENT  
Christina Murphy - Board Secretary - PRESENT  
Dr. Shay Richardson, Assistant Business Administrator – PRESENT  
Dr. James-Kemp – Principal - PRESENT  
Charlotte Gould - Director, Fine Arts - PRESENT  
Lisa Zuniga - Director, Human Resources - ABSENT
- V. STUDENT AWARD PRESENTATION
  - A. Perfect Attendance Awards
  - B. Student of the Month
  - C. Principal's List and Honor Roll Students
- VI. RESIGNATION OF TRUSTEE
  - A. Motion by Steve Thomas and second by Gary Moellers to accept the resignation of Taneka Singleton from the Board of Trustees effective immediately. (Backup B-1)
  - B. ROLL CALL  
Angela Dooley - YES  
Adele Harris - YES  
Gary Moellers - YES  
Steve Thomas – YES  
**Motion passed on a unanimous Roll Call vote.**
- VII. AUDIT PRESENTATION

- A. Presentation of the 2017-2018 Financial Audit by Christina Murphy, Business Administrator.
- B. Motion by Steve Thomas and second by Gary Moellers to approve the 2017-2018 Comprehensive Annual Financial Report as presented and to certify that the CAFR was discussed in public session and copies of the Audit Summary were made available to the public.
- C. ROLL CALL
  - Angela Dooley - YES
  - Adele Harris - YES
  - Gary Moellers - YES
  - Steve Thomas – YES

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

VIII. CORRECTIVE ACTION PLAN

- A. Motion by Steve Thomas and second by Gary Moellers to approve the Corrective Action Plan for finding 2018-001, as presented and attached. (Backup CAP-1)
- B. ROLL CALL
  - Angela Dooley - YES
  - Adele Harris - YES
  - Gary Moellers - YES
  - Steve Thomas – YES

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

IX. CERTIFICATION OF IMPLEMENTATION

- A. Motion by Gary Moellers and second by Steve Thomas to approve the Certification of Implementation of the Corrective Action Plan. (Backup COI-1)
- B. ROLL CALL
  - Angela Dooley - YES
  - Adele Harris - YES
  - Gary Moellers - YES
  - Steve Thomas – YES

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

X. EXECUTIVE SESSION - None

XI. OPEN TO PUBLIC

- A. Playground for students.
- B. Staffing issues better.

XII. APPROVE MINUTES

- A. Motion by Gary Moellers and second by Steve Thomas to approve the Minutes of the Regular meeting held on January 15, 2019. (Backup M-1)
- B. ROLL CALL
  - Angela Dooley - YES
  - Adele Harris - YES
  - Gary Moellers - YES
  - Steve Thomas – YES

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

XIII. OLD BUSINESS - None

XIV. FINANCE

- A. Motion by Steve Thomas and second by Gary Moellers to approve items #1 through #9 under Finance.
1. Recommend approval of line item transfers for the month of January 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 January 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 materials 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 January 2019. The Treasurer's Report and the Secretary's Reports are in agreement for the month of January 2019.(Backup materials L-3)
  4. Recommend approval of the bills as attached in the amount of \$634,844.06 for the period January 15, 2019, 2018 to February 18, 2019. (Backup L-4)
  5. Recommend approval of the following payrolls: (Backup L-5)  
January 31, 2019 - \$30,524.69  
February 15, 2019 - \$30,725.14.
  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 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 January 2019. (Backup L-6)
  8. Recommend approval to submit a waiver from the requirement to participate in the Federal Special Education Medicaid Initiative in the 2019-2020 budget year. (Backup L-7)
  9. Recommend approval to apply for the Play and Park Structures Community Heroes Grant (Backup L-8)
- B. ROLL CALL  
Angela Dooley - YES  
Adele Harris - YES  
Gary Moellers - YES  
Steve Thomas - YES  
**Motion passed on a unanimous Roll Call vote.**

XV. POLICY UPDATES - None at this time.

XVI. PERSONNEL

- A. Motion by Gary Moellers and second by Steve Thomas to approve item #1 under Personnel.
1. Recommend approval of the staff list and salaries for the 2018-19 school year as attached. (Backup PER-1)
- B. ROLL CALL
- Angela Dooley - YES  
Adele Harris - YES  
Gary Moellers - YES  
Steve Thomas – YES

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

XVII. FACILITIES - To be addressed under Executive Director's Report.

XVIII. COMMUNITY - None at this time.

XIX. SCHOOL OPERATIONS - Discussion on charter renewal and also on a visit to Senator Sweeney.

- A. Motion by Steve Thomas and second by Gary Moellers to approve items #1 through #4 under School Operations.
1. Recommend the board accept the renewal, by the New Jersey State Department of Education, of the Bridgeton Public Charter School Charter for a period of five years through June 30, 2024. (Backup SO-1)
  2. Recommend the board ratify the appeal to the charter renewal with regard to enrollment, grade level configuration, and 5th Grade, as detailed in the February 6, 2019 letter to Commissioner Repollet. (Backup SO-2)
  3. Recommend approval of Field Trips for the current school year as per the attached. (Backup SO-2)
  4. Recommend approval of the Principal's Report as presented. (Backup SO-3)
- B. ROLL CALL
- Angela Dooley - YES  
Adele Harris - YES  
Gary Moellers - YES  
Steve Thomas – YES

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

XX. EXECUTIVE DIRECTOR'S REPORT

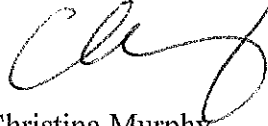
- A. Motion by Gary Moellers and second by Steve Thomas to approve the Executive Director's report as presented.
- Heat warmer fix
  - Driveway issue still under investigation
  - Refinancing
  - Breakfast with state assemblymen
- B. ROLL CALL
- Angela Dooley - YES  
Adele Harris - YES  
Gary Moellers - YES  
Steve Thomas – YES

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

XXI. ADJOURNMENT

- A. Motion by Gary Moellers and second by Steve Thomas to adjourn the meeting at 7:39 PM.
  - B. Next Meeting March 19, 2019.
  - C. ALL IN FAVOR
- Voice Vote – Four (4) AYES**

Respectfully submitted,



Christina Murphy  
School Business Administrator/Board Secretary