

**Bridgeton Public Charter School  
Regular Board Meeting Minutes  
August 18, 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 6:08 PM.
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
  - A. Public Notice of this Meeting was advertised in the South Jersey Times on June 22, 2020.
- III. PLEDGE OF ALLEGIANCE
  - A. Led by Mrs. Harris.
- IV. ROLL CALL
  - A. Adele Harris, President – PRESENT (By Phone)  
Edith Johnson, Vice President – PRESENT (By Phone)  
Mark Dooley, Trustee – PRESENT (By Phone)  
Isis Sosa, Trustee - ABSENT  
Shanice Wilson, 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)  
Courtney Alvarez, Director of Human Resources – PRESENT (By Phone)
- V. REVIEW OF AGENDA
  - A. Questions
- VI. OPEN TO PUBLIC
  - 1. The public may ask questions pertaining to agenda items only.
- VII. EXECUTIVE SESSION - None at this time.
- VIII. APPROVE MINUTES
  - A. Motion by Mark Dooley and second by Edith Johnson to approve the Minutes of the Regular meeting held on July 14, 2020. (Backup M-1)
  - B. ROLL CALL  
Adele Harris – YES  
Edith Johnson – YES  
Mark Dooley – YES  
**Motion passed on a unanimous Roll Call vote.**
- IX. OLD BUSINESS – None at this time.
- X. FINANCE
  - A. Motion by Mark Dooley and second by Edith Johnson to approve items #1 through #8 under Finance.
    - 1. Recommend approval of line item transfers for the Month of July 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 July 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 July 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of July 2020. (Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):  
July 1, 2020 to July 31, 2020 - \$123,354.43
5. Recommend approval of the following payrolls (Backup L-5):  
July 15, 2020 - \$13,457.05  
July 31, 2020 - \$13,129.26  
August 15, 2020 - \$13,784.83
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 July 2020. (Backup L-6)
8. Recommend approval of the agreement with Electronic Security Solutions (ESS) to provide alarm services at the rates listed in the attached. (Backup L-7)

B. ROLL CALL

Adele Harris – YES  
Edith Johnson – YES  
Mark Dooley – YES

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

XI. POLICY UPDATES

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

1. Recommend approval of the New Jersey Policy Alert No. 220, June 2020, for a Second Reading and Adoption (Backup POL-1):  
Policy #1649, Federal Families First Coronavirus (COVID-19) Response Act  
Policy #2270, Religion in Schools (Revised)  
Policy #2431.3, Heat Participation Policy for Student-Athlete Safety (Revised)  
Policy #2622, Student Assessment (Revised)  
Policy #5111, Eligibility of Resident/Nonresident Students (Revised)  
Policy #5200, Attendance (Revised)  
Policy #5320, Immunization (Revised)  
Policy #5330.04, Administering an Opioid Antidote (Revised)

B. ROLL CALL

Adele Harris – YES  
Edith Johnson – YES

Mark Dooley – YES

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

XII. PERSONNEL

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

1. Recommend approval of the staff list and salaries for the 2020-2021 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

Edith Johnson – YES

Mark Dooley – YES

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

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

XIV. SCHOOL OPERATIONS

A. Motion by Mark Dooley and second by Edith Johnson to approve items #1 through #4 under School Operations.

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

2. Recommend to approve the Restart and Recovery Plan to Reopen Schools. (Backup SO-2)

3. Recommend to approve and ratify the Bridgeton Public Charter School Professional Development Plan (PDP), effective July 1, 2020 to June 30, 2021. (Backup SO-3)

4. Recommend to approve the Bridgeton Public Charter School mentoring plan for the 2020-2021 school year. (Backup SO-4)

B. ROLL CALL

Adele Harris – YES

Edith Johnson – YES

Mark Dooley – YES

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

XV. EXECUTIVE DIRECTOR'S REPORT

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

1. Report as presented by the CCCSN representative.

- Approval of Reopening Plan
- Quote for landscaping
- Insurance company settlement
- Facilities
  - Masks, PPE equipment, hand sanitizers
  - Social distance markers

B. ROLL CALL

Adele Harris – YES

Edith Johnson – YES

Mark Dooley – 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 6:38 PM.
- B. ALL IN FAVOR  
**Voice Vote - Three (3) AYES**
- C. Next Meeting September 15, 2020

Respectfully Submitted,



Dr. Shay Richardson  
Business Administrator/Board Secretary