

Bridgeton Public Charter School
Regular Board Meeting Minutes
May 19, 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 5:58 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 (By Phone)
Dr. Steve Thomas, Vice President – PRESENT (By Phone; Arrived at 6:02)
Mark Dooley, Trustee – PRESENT (By Phone)
Edith Johnson, Trustee – PRESENT (By Phone)

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. 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 April 21, 2020. (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. OLD BUSINESS – None at this time.

X. FINANCE

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

1. Recommend approval of line item transfers for the Month of April 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 April 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 April 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2020. (Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):
April 1, 2020 to April 30, 2020 - \$184,265.44
5. Recommend approval of the following payrolls (Backup L-5):
April 30, 2020 - \$33,989.74
May 15, 2020 - \$31,678.01
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 April 2020. (Backup L-6)
8. Recommend approval to renew health benefits through Cumberland County Charter School Network at a decrease of 3.85% for the 2020-2021 contract year. (Backup L-7)
9. Recommend approval to renew the Vision Service Plan for the period September 1, 2020 through August 31, 2022 with Allen Associates. (Backup L-8)

B. ROLL CALL

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

Motion passed on a unanimous Roll Call vote.

XI. POLICY UPDATES - None at this time.

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 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
 Mark Dooley – YES
 Edith Johnson – YES

Motion passed on a unanimous Roll Call vote.

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

XIV. SCHOOL OPERATIONS

- A. Motion by Edith Johnson and second by Mark Dooley to approve items #1 through #2 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 revised School Closure Illness Preparedness and Response Plan for COVID-19 (Novel Coronavirus). (Backup SO-2)

- B. ROLL CALL
Adele Harris – YES
Dr. Steve Thomas – YES
Mark Dooley – YES
Edith Johnson – 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.
 - Virtual learning
 - Commissioner of Education resignation
 - New board members
 - New playground
 - School is closed for the remainder of the school year.

- B. ROLL CALL
Adele Harris – YES
Dr. Steve Thomas – 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 6:18 PM.
- B. ALL IN FAVOR
Voice Vote – Four (4) AYES
- C. Next Meeting June 16, 2020

Respectfully Submitted,


Dr. Shay Richardson
Business Administrator/Board Secretary