

**Bridgeton Public Charter School
Regular Board Meeting Minutes
July 14, 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 Ms. Alvarez.
- IV. ROLL CALL
 - A. Adele Harris, President - ABSENT
Edith Johnson, Vice President - PRESENT (By Phone)
Dr. Steve Thomas, Trustee – ABSENT
Mark Dooley, Trustee – PRESENT (By Phone)
Isis Sosa, Trustee – PRESENT (By Phone)
Shanice Wilson, New Board Member – PRESENT (By Phone; Arrived at 6:15 PM)
 - 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
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 June 16, 2020. (Backup M-1)
 - B. ROLL CALL
Edith Johnson – YES
Mark Dooley – YES
Isis Sosa – YES
Motion passed on a unanimous Roll Call vote.
- IX. RESIGNATION OF TRUSTEE
 - A. Motion by Edith Johnson and second by Isis Sosa to accept the resignation of Dr. Steve Thomas, effective immediately. (Backup R-1)

- B. ROLL CALL
Edith Johnson – YES
Mark Dooley – YES
Isis Sosa – YES

Motion passed on a unanimous Roll Call vote.

X. RECOMMENDATION FOR THE BOARD OF TRUSTEES

- A. Motion by Mark Dooley and second by Edith Johnson to appoint Shanice Wilson to the Board of Trustees for a three-year term expiring July 2023.

- B. ROLL CALL
Edith Johnson – YES
Mark Dooley – YES
Isis Sosa – YES
Shanice Wilson - YES

Motion passed on a unanimous Roll Call vote.

- C. Oath of Office administered by Dr. Shay Richardson to Shanice Wilson.

XI. OLD BUSINESS – None at this time.

XII. FINANCE

- A. Motion by Edith Johnson and second by Mark Dooley to approve items #1 through #20 under Finance.
 1. Recommend approval of line item transfers for the Month of June 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 June 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 June 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of June 2020. (Backup L-3)
 4. Recommend approval of the bills list as attached (Backup L-4):
June 1, 2020 to June 30, 2020 - \$132,307.67
 5. Recommend approval of the following payrolls (Backup L-5):
June 30, 2020 - \$43,898.63
 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 to approve the expense reclassification report for June 2020. (Backup L-6)
 8. Recommend approval to permit eligible employees to carry over more than five accumulated vacation days from the 2019-20 school year, as pursuant to NJSA

- 18A:30-9 given the circumstances surrounding the COVID-19 pandemic. (Backup L-7)
9. Recommend and approve the payout of unused vacation days for the attached staff. (Backup L-8)
 10. Recommend approval of the K-12 educational services provided by TCI, with costs listed in the attached. (Backup L-9)
 11. Recommend approval of the Retainer and Fee Agreement for Collection Cases between Michael R. Mazzoni, P.A., Attorneys at Law and Bridgeton Public Charter School to provide legal services as requested. (Backup L-10)
 12. Recommend to approve and ratify the 2020-2021 Renewal Agreement with e2e Exchange, LLC, with services and fees listed in the attached. (Backup L-11)
 13. Recommend approval to purchase computer hardware and software under OMNI/NIPA Co-Op contract #R160203. (Backup L-12)
 14. Recommend approval of the annual membership fee with New Jersey Public Charter Schools Association, effective July 1, 2020 through June 30, 2021, the amount of \$1,212.00. (Backup L-13)
 15. Recommend to approve the proposed Professional Development with Clements Education at a rate of \$6,600.00. (Backup L-14)
 16. Recommend to approve the purchases with OnCourse Systems for Education in the amount of \$11,283.51. (Backup L-15)
 17. Recommend approval of the agreement with 3P Learning, Inc., effective July 1, 2020 through June 30, 2021 in the amount of \$1,188.00. (Backup L-16)
 18. Recommend to approve Bowman & Company, LLP, to complete the 2019-2020 audit per the attached engagement agreement. (Backup L-17)
 19. Recommend to approve the proposed Agreement for Legal Services between Bridgeton Public Charter School and Capehart Scatchard as indicated in the attached. (Backup L-18)
 20. Recommend approval of the final budget and narrative for the 2019-2020 school year. (Backup L-19)

B. ROLL CALL

Edith Johnson – YES

Mark Dooley – YES

Isis Sosa – YES

Shanice Wilson - YES

Motion passed on a unanimous Roll Call vote.

XIII. POLICY UPDATES

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

1. Recommend approval of the New Jersey Policy Alert No. 220, June 2020, for a First Reading (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

Edith Johnson – YES
Mark Dooley – YES
Isis Sosa – YES
Shanice Wilson - YES

Motion passed on a unanimous Roll Call vote.

XIV. PERSONNEL

A. Motion by Mark Dooley and second by Shanice Wilson to approve items #1 through #3 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)
3. Recommend to approve the Emergency Certification (endorsement code 3010) request and renewal for Maryanne McCarty, effective immediately.

B. ROLL CALL

Edith Johnson – YES
Mark Dooley – YES
Isis Sosa – YES
Shanice Wilson - YES

Motion passed on a unanimous Roll Call vote.

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

XVI. SCHOOL OPERATIONS

A. Motion by Mark Dooley and second by Isis Sosa to approve items #1 through #2 under School Operations.

1. Recommend approval of the Principal's report as presented by Dr. James Kemp. (SO-1)
2. Recommend approval of the School Security Drill of Assurance. (Backup SO-2)

B. ROLL CALL

Edith Johnson – YES
Mark Dooley – YES
Isis Sosa – YES
Shanice Wilson - YES

Motion passed on a unanimous Roll Call vote.

XVII. EXECUTIVE DIRECTOR'S REPORT

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

1. Report as presented by the CCCSN representative.

- Recruiting up to 89
- Focusing on Reopening Plan – three learning plans
- Summer maintenance

B. ROLL CALL

Edith Johnson – YES

Mark Dooley – YES

Isis Sosa – YES

Shanice Wilson - YES

Motion passed on a unanimous Roll Call vote.

XVIII. ADJOURNMENT

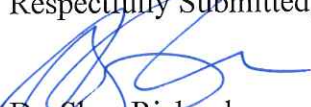
A. Motion by Mark Dooley and second by Isis Sosa to adjourn the meeting at 6:38 PM.

B. ALL IN FAVOR

Voice Vote – Four (4) AYES

C. Next Meeting August 18, 2020

Respectfully Submitted,



Dr. Shay Richardson

Business Administrator/Board Secretary