

**Bridgeton Public Charter School
Regular Board Meeting Minutes
September 17, 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 6:00 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
Mark Dooley, Trustee - PRESENT
Edith Johnson, Trustee - PRESENT

B. Also Present:

1. CCCSN Executive Director - ABSENT
CCCSN Deputy Director - PRESENT
Christina Murphy, Business Administrator/Board Secretary - ABSENT
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 Dr. Steve Thomas and second by Mark Dooley to approve the Minutes of the Regular meeting held on August 20, 2019. (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.

VIII. OLD BUSINESS – None at this time

IX. FINANCE

A. Motion by Dr. Steve Thomas and second by Mark Dooley to approve items #1 through #9 under Finance.

1. Recommend approval of line item transfers for the Month of August 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 August 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 August 2019. The Treasurer's Report and the Secretary's Reports are in agreement for the month of August 2019.(Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):
August 1, 2019 to August 31, 2019 - \$87,570.61
5. Recommend approval of the following payrolls (Backup L-5):
September 15, 2019 - \$36,790.59
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 August 2019. (Backup L-6)
8. Recommend to approve the Section 125 Cafeteria Plan year between Bowman & Company, LLP, and Bridgeton Public Charter School, as specified in the attached. (Backup L-7)
9. Recommend to approve Ocean First Bank as the depository for the Board of Trustees with authorized signers as presented in the attached. (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.

X. POLICY UPDATES

- A. Motion by Dr. Steve Thomas and second by Edith Johnson to approve item #1 under Policy. (Backup POL-1)

1. Recommend to approve the New Jersey Policy Alert No. 218, August 2019, for a First Reading as follows: (Backup POL-1):
 Policy #1642, Earned Sick Leave Law
 Policy #3159, Teaching Staff Member/School District Reporting Responsibilities
 Policy #3218 and #4218, Use Possession, or Distribution of Substances
 Policy #4219, Commercial Driver's License Controlled Substance and Alcohol Use Testing
 Policy #5517, School District Issued Student Identification Cards
 Policy #6612, Reimbursement of Federal and Other Grant Expenditures

Policy #7440, School District Security
Policy #8600, Student Transportation
Policy #8630, Bus Driver/Bus Aide Responsibility and Emergency School Bus Procedures
Policy #8670, Transportation of Special Needs Students
Policy #9210, Parent Organizations
Policy #9400, Media Relations

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. 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

XII. SCHOOL OPERATIONS

A. Motion by _____ and second by _____ to 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 to approve the South West Council program, from the period of September 24, 2019 through December 3, 2019, to provide knowledge to students in the development of personal and social skills. (Backup SO-2)
3. Recommend approval of Booksmiles (Scholastic Books) to present books to parents and students during the October 2019 Board Meeting during the recognition of Perfect Attendance, Student of the Month, and NJSLA awards. In addition, there will be a \$10 donation from the Friends of Bridgeton Public Charter School, and the books will be picked up on September 18, 2019.

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. EXECUTIVE DIRECTOR'S REPORT

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

1. Report as presented by the CCCSN representative.
 - Self-Evaluation

- Outside grounds
- Potholes filled/paving
- Intermitting issues with heat pumps
- Upcoming meeting with Senator Sweeney
 - Pre-K
 - 5th grade
 - Only county with no Pre-K funding
- Unauthorized visitors on campus

B. ROLL CALL

Adele Harris – YES

Dr. Steve Thomas – YES

Mark Dooley – YES

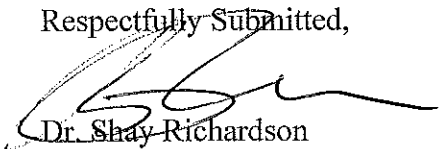
Edith Johnson – YES

Motion passed on a unanimous Roll Call vote.

XIV. ADJOURNMENT

- A. Motion by Mark Dooley and second by Edith Johnson to adjourn the meeting at 6:58 PM.
- B. ALL IN FAVOR
Voice Vote – Four (4) AYES
- C. Next Meeting October 15, 2019

Respectfully Submitted,



Dr. Shay Richardson
Assistant Business Administrator