

**MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD THURSDAY OCTOBER 16, 2013 AT 5:55PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING**

**I. CALL TO ORDER**

This meeting has been publicized in accordance with Section 5, Ch 231, PL 1975, Open Public Meeting Law by notification of the Jersey Journal and Hudson Reporter within the legal time required. Time may be allotted for public comment at this meeting

**II. FLAG SALUTE**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

**III. OUR MISSION**

The Golden Door Charter School was founded on the simple convictions that a first-rate education is the right of every individual, that all children can learn, and that every child should be challenged to reach his or her full potential. The overall goals of the school are to:

- Demonstrate the benefits of academic achievement that public school students can routinely attain when the advantages of charter school governance are coupled with ambitious new academic standards
- Increase the availability of choice to parents and students when selecting a learning environment
- Encourage the use of different and innovative learning methods

**IV. ROLL CALL**

Board Members (voting):

Elizabeth Aviles (President)	<u>Absent</u>
Theda Riggins-Crawford (Vice President)	<u>Present</u>
Mirza Orriols	<u>Present</u>
Joanne Youmans	<u>Present</u>

Additional attendees (non-voting):

Brian Stiles (Chief School Administrator)	<u>Present</u>
Paul Velelis (Business Administrator / Board Secretary)	<u>Present</u>
Bob Doria (Treasurer of School Monies)	<u>Present</u>

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**V. PRESENTATION**

- None

**VI. MINUTES**

Motion by Ms. Orriols and second by Ms. Riggins-Crawford to approve the following minutes by majority voice vote (3-0):

- Board minutes of **September 19, 2013**

**VII. CHIEF ACADEMIC OFFICER REPORT**

Chief Academic Officer, Mr. Brian Stiles, reviewed the following items for the Board:

- Report provided at the meeting and on file at the school.

**VIII. PUBLIC COMMENT**

Board President invited members of the public to present any comments to the Board. No comments were made.

*The Chief Academic Officer recommends the following resolutions for approval:*

**IX. FINANCE**

Motion by Ms. Riggins-Crawford and second by Ms. Youmans to approve Items A and B. Carried by unanimous voice vote (3-0).

- A. WHEREAS, the Corporation adopted the Section 125 Cafeteria Plan (hereinafter, the "Plan") under Section 105, 125 and 129 of the Internal Revenue Code in order to enable its employees to choose between qualified benefits under the Plan on a tax-excludable basis and/or taxable cash compensation as well as receive reimbursement for certain unreimbursed medical expenses and/or certain dependent care expenses; and

WHEREAS, the Corporation desires to amend and restate the Plan to reflect recent changes made under the Plan.

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NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby approves the amendment and restatement of the Plan (consisting of the Plan Document and the Adoption Agreement attached thereto) effective as of October 1, 2013;

BE IT FURTHER RESOLVED, that the officers of the Corporation are authorized and directed to take any and all action as may be necessary to effectuate this Resolution.

- B. WHEREAS, the Corporation adopted the Section 132 Tax-Free Transportation Plan (hereinafter, the "Plan") under Section 132 of the Internal Revenue Code in order to enable its employees to choose between qualified benefits under the Plan on a tax-excludable basis and/or taxable cash compensation as well as receive reimbursement for certain unreimbursed medical expenses and/or certain dependent care expenses; and

WHEREAS, the Corporation desires to amend and restate the Plan to reflect recent changes made under the Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby approves the amendment and restatement of the Plan (consisting of the Plan Document and the Adoption Agreement attached thereto) effective as of October 1, 2013;

BE IT FURTHER RESOLVED that the officers of the Corporation are authorized and directed to take any and all action as may be necessary to effectuate this Resolution.

Motion by Ms. Orriols and second by Ms. Riggins-Crawford to approve Item C. Carried by unanimous voice vote (3-0).

- C. Resolved that the Board of Trustees approve the agreement with **E-Rate Advantage for e-rate services** for the 2013-14 school year as per attached document.  
(Note: Consultant receives 6% of award amount and is only paid upon receipt of funds)

Motion by Ms. Riggins-Crawford and second by Ms. Orriols to approve Item D. Carried by unanimous voice vote (3-0).

- D. Resolved that the Board of Trustees approve the hiring of a **Grant Writer** on a contract basis at an amount not to exceed \$15,000.  
(Note: To complete a comprehensive boiler plate template and apply to a minimum of 4 grants for the 2013-2014 school year.

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Motion by Ms. Youmans and second by Ms. Riggins-Crawford to approve Items E through H. Carried by unanimous voice vote (3-0).

- E. Resolved that the Board of Trustees approve the **Payroll Report** for **September 13, 2013** in the amount of \$167,138.66.
- F. Resolved that the Board of Trustees approve the **Payroll Report** for **September 30, 2013** in the amount of \$158,822.40.
- G. Resolved that the Board of Trustees approve the **Bills List** for **September 2013** in the amount of \$90,948.74.
- H. Resolved that the Board of Trustees approve the **Bills List** for **October 1<sup>st</sup>-16<sup>th</sup> 2013** in the amount of \$149,747.64.

Motion by Ms. Youmans and second by Ms. Orriols to approve Items I through J. Carried by unanimous voice vote (3-0).

- I. Resolved that the Board of Trustees approve the Board of Trustees's Monthly Certification of Financial Status: Pursuant to N.J.A.C. 6:23-2.11 (a) 4, the members of Golden Door Charter School Board of Trustees certify that as of **September 30, 2013** after review of the secretary's monthly financial reports (appropriation 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 in violation of N.J.A.C. 6A:23-2.11(a) 3 and that sufficient funds are available for the remainder of the fiscal school year.
- J. Resolved that the Board of Trustees approve the Board Secretary's Report and Treasurer's Report: The Golden Door Charter School Board of Trustees accepts the Report of the Secretary and Treasurer's Report which said reports are in agreement for the month ending **September 30, 2013**.

Motion by Ms. Riggins-Crawford and second by Ms. Orriols to approve Item K. Carried by unanimous voice vote (3-0).

- K. Resolved that the Board of Trustees approve the submission of an **RFP for a Food Management Company** effective January 2014.  
(Note: School will exercise 60-day termination clause in existing contract of existing Food Services provider).

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**X. PERSONNEL**

- None

**XI. CURRICULUM**

- None

**XII. GOVERNANCE**

- None

**XIII. ADJOURNMENT**

Motion by Ms. Orriols and second by Ms. Youmans to adjourn 7:00 PM.  
Carried by a unanimous voice vote.

Respectfully submitted,



Paul Velelis  
School Business Administrator/Board Secretary