

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD THURSDAY JANUARY 23, 2014 AT 6:20PM 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>Present</u>
Theda Riggins-Crawford (Vice President)	<u>Present</u>
Mirza Orriols	<u>Absent</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>Absent</u>

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V. PRESENTATION

Phil Meshinsky of Barre & Associates provided an overview of the FY13 Audit. He also made the following recommendations for the school going forward:

- **Consolidation** of miscellaneous bank accounts.
- Create cafeteria account specifically for food service program.
- Avoid or minimize **subsidizing food program**.
- Administration and non-certified should have **annual employment contracts**.
- **Purchase orders** need to be on file for inspection.

VI. MINUTES

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

- Board minutes of **December 10, 2013**.

VII. CHIEF ACADEMIC OFFICER REPORT

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

- Report provided at the meeting.

VIII. PUBLIC COMMENT

Board President invites members of the public to present any comments to the Board.

The Chief Academic Officer recommends the following resolutions for approval:

IX. FINANCE

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

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- A. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the **Middlesex Regional Educational Services Commission**, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a **Cooperative Pricing System** for the purchase of goods and services;

WHEREAS, on **January 23, 2014** the governing body of the **Golden Door Charter School**, County of **Hudson**, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows: This RESOLUTION shall be known and may be cited as the **Cooperative Pricing Resolution** of the **Golden Door Charter School**.

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

- B. Resolved that the Board of Trustees approve **Maschio's Food Services** as the **Food Services Management Company (FSMC)** at a management fee of \$5,000 with a guarantee "no-cost" operation for the remainder of the 2013-2014 school year.

Motion by Ms. Aviles 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 **PSEG Energy Efficiency proposals** for the school buildings as per attached documents.

Motion by Ms. Aviles and second by Ms. Riggins-Crawford to approve Items D through I. Carried by unanimous voice vote (3-0).

- D. Resolved that the Board of Trustees approve the **Payroll Report for December 15, 2013** in the amount of \$164,218.43.

- E. Resolved that the Board of Trustees approve the **Payroll Report for December 31, 2013** in the amount of \$161,484.07.

- F. Resolved that the Board of Trustees approve the **Bills List for December 2013** in the amount of \$166,305.82.

- G. Resolved that the Board of Trustees approve the **Bills List for January 1st -23rd 2014** in the amount of \$153,876.72.

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- H. 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 **December 31, 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.
- I. 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 **December 31, 2013**.

X. PERSONNEL

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

- A. Resolved that the Board of Trustees approve the following **IDEA positions** for the 2013-2014 school year:

Elliott, M.	Special Education Inclusion	\$31,220
Davis, J.	Special Education Inclusion	\$45,000

- B. Resolved that the Board of Trustees approve the following **NCLB positions** for the 2013-2014 school year:

Capaz, A.	Paraprofessional	\$25,000
Kobylarz, F.	Paraprofessional	\$27,800
Medwid, J.	Paraprofessional	\$25,000
Salley, N.	Paraprofessional	\$31,000
White, D.	Paraprofessional	\$34,761
Johnson, K.	ELA Teacher	\$47,000

Motion to approve Item C rejected by unanimous voice vote (3-0).

- C. Move that the Board of Trustees approve an **increase in the High School Coordinator stipend** for Fanny Lopez from \$2,500 to \$3,325 for the 2013-2014 school year (Note: Stipend increase of 33% due to workload increase of 33% with additional homeroom of roughly 48 to 72 students).

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

- D. Resolved that the Board of Trustees approve the **leave of absence for Lisa Fortunato** through the Family Medical Leave Act (FMLA) from 1-2-14 through 2-14-14.

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

- E. Resolved that the Board of Trustees approve the **job description for Paraprofessional staff** as per the attached document.

XI. CURRICULUM

Motion by Ms. Youmans and second by Ms. Aviles to approve Item A. Carried by unanimous voice vote (3-0).

- A. Resolved that the Board of Trustees approve the agreement with Sensory Kids & Social Minds, LLC for **occupational and speech therapy services** for the 2013-2014 school year.

XII. GOVERNANCE

Motion by Ms. Aviles and second by Ms. Riggins-Crawford to approve Item A. Carried by unanimous roll call vote (3-0).

- A. Resolved that the Board of Trustees approve the **GDCS Medication Policy & Anaphylaxis Policy** for the 2013-2014 school year as per attached documents.

XIII. ADJOURNMENT

Motion by Ms. Aviles and second by Ms. Riggins-Crawford to adjourn 7:50 PM. Carried by a unanimous voice vote.

Respectfully submitted,



Paul Velelis
School Business Administrator/Board Secretary