

**MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, MAY 21, 2014 AT 6:45 PM 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>
Danielle Downs	<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>Present</u>

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**V. PRESENTATION**

- None

**VI. MINUTES**

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

- Board minutes of **April 16, 2014**.

**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 invited members of the public to present any comments to the Board. No comments were made at that time.

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

**IX. FINANCE**

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

- Resolved that the Board of Trustees approve the **FY14 audit engagement letter from Barre & Company** in the amount of \$24,600 for the audit and \$1,425 for the preparation of Federal Form 990 and State Form CRI-300R.
- Resolved that the Board of Trustees approve the hiring of Strauss Esmay Associates, LLP for **school policy and regulation consulting services** in the amount of \$12,000. (Note: Fee to be spread over a two-year period beginning in 2014-2015 with annual maintenance fee to be waived in year #2).
- Resolved that the Board of Trustees approve **CDK system for accounting services** at an initial annual cost of \$13,100 for the 2014-15 school year.

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- D. Resolved that the Board of Trustees approve the **Payroll Report** for **April 15, 2014** in the amount of \$168,280.97.
- E. Resolved that the Board of Trustees approve the **Payroll Report** for **April 30, 2014** in the amount of \$165,898.61.
- F. Resolved that the Board of Trustees approve the **Bills List** for **April 2014** in the amount of \$122,074.56.
- G. Resolved that the Board of Trustees approve the **Bills List** for **May 1<sup>st</sup> thru 20<sup>th</sup> 2014** in the amount of \$132,524.67.
- 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 **April 30, 2014** 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 **April 30, 2014**.

**X. PERSONNEL**

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

- A. Resolved that the Board of Trustees approve the job description for all fulltime **Custodial** positions.

Item B Tabled until June

- B. Move that the Board of Trustees approve the **employee contract templates** for the 2014-15 school year (Note: Legal review conducted).

**XI. CURRICULUM**

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

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- A. Resolved that the Board of Trustees approve the **Pre-K curriculum and Professional Development** with Tools of the Mind (via Third Sector) in the amount of \$14,350 for the 2014-15 school year (Note: Legal review conducted with memo discussed with the Board prior to vote).

**XII. GOVERNANCE**

Motion by Ms. Youmans 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 appointment of **Jessica Cappadona as a new Board Member** effective June 1, 2014.

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

- B. Resolved that the Board of Trustees approve the **revision (first reading) to the bylaws** in Article II Section 1A to read as follows: *Voting Members: Voting members not less than three (3) or more than seven (7) voting members ("Voting Members"), at least one (1) whom shall be a **parent** of a school-aged child ("Parent").*

Items C and D Tabled for further review.

- C. Move that the Board of Trustees approve the **Nepotism policy (first reading)** as per attached document.
- D. Move that the Board of Trustees approve the **Tenure policy (first reading)** as per attached document.

**XIII. ADJOURNMENT**

Motion by Ms. Riggins-Crawford and second by Ms. Youmans to adjourn 7:45 PM. Carried by a unanimous voice vote.

Respectfully submitted,



Paul Velelis  
School Business Administrator/Board Secretary