

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, JUNE 18, 2014 AT 6:00 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>Present</u>
Theda Riggins-Crawford (Vice President)	<u>Absent</u>
Jessica Cappadona	<u>Present</u>
Danielle Downs	<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>Absent</u>

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V. ELECTION

Board Nominations

1. The Board Secretary asked the Board if they have any nominations for Board seats.
 - No nominations were made at this time.
2. The Board Secretary took nominees for Board President. Nomination made for Joanne Youmans.
 - Motion by Ms. Aviles and second by Ms. Orriols to approve **Joanne Youmans as Board President** by unanimous roll call vote (5-0):
3. The new Board President took nominees for Board Vice President. Nomination made for Mirza Orriols.
 - Motion by Ms. Youmans and second by Ms. Aviles to approve **Mirza Orriols as Board Vice President** by unanimous roll call vote (5-0):

VI. REORGANIZATION APPOINTMENTS

Motion by Ms. Youmans and second by Ms. Aviles to approve Items 1 through 11. Carried by unanimous voice vote (5-0).

1. Resolved that the Board of Trustees authorize that the **Jersey Journal** and **Hudson Reporter** be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2014-2015 school year.
2. Resolved that the Board of Trustees approve the **regular meeting schedule** for the 2014-2015 school year as the **third Wednesday** of every month.
3. Resolved that the Board of Trustees authorize that **BCB Community Bank** be designated as approved depositories for the Golden Door Board of Trustees funds and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes.
4. Resolved that the Board of Trustees authorize the following **signatures** for the *Student Activity, FSA and Unemployment* accounts as follows:

Any one of the following three persons:

1. President
2. Vice-President
3. Board Secretary

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5. Resolved that the Board of Trustees authorize the following **signatures** for all other money market, checking and savings accounts as follows:

Any two of the following three persons:

1. President
2. Vice-President
3. Board Secretary

6. Resolved that the Board of Trustees approve the **Purchasing Agent/Bid Threshold** as follows:

WHEREAS, the Public School Contracts Law gives Boards of Trustees the ability to authorize their bid threshold up to \$36,000; and

NOW THEREFORE BE IT RESOLVED, that the governing body hereby appoints Paul Velelis as the Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Trustees.

7. Resolved that the Board of Trustees approve **State Contract Procurement** as follows:

Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2014-2015 School Year

WHEREAS, Title 18A:18A-10 provides that, "A board of trustees, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, Golden Door Charter School has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, Golden Door Charter School desires to authorize its purchasing agent for the 2014-2015 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that Golden Door Charter School Board of Trustees does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

8. Resolved that the Board of Trustees approve the following **professional services appointments** for the 2014-2015 school year:

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- a. *Treasurer of School Monies* → Bob Doria
 - b. *Auditor* → Barre & Associates
 - c. *Attorney* → Joseph Wenzel
 - d. *Insurance Broker* → Gormley Lore Murphy Insurance
 - e. *School Physician* → Dr. Berestrand Williams
9. Resolved that the Board of Trustees approve the following **educational services appointments** for the 2014-2015 school year:
- a. School Psychologist → Lynne McAuley
 - b. School Social Worker → Jimmy Castro
 - c. OT/PT Services → Sensory Kids
 - d. Psychiatric Evaluations → Dr. Leonie Johnson-Sena
10. Resolved that the Board of Trustees approve the following **additional services appointments** for the 2014-2015 school year:
- a. 403(b) provider → AXA Equitable
 - b. Disability provider → Cigna
 - c. Flexible Spending Account (FSA) provider → OCA Services
11. Resolved that the Board of Trustees approve the following **internal appointments** for the 2014-2015 school year:
- a. *Board Secretary* → Paul Velelis
 - b. *Custodian of Records* → Paul Velelis
 - c. *Title IX Coordinator* (i.e. validates gender equity) → Paul Velelis
 - d. *Affirmative Action Coordinator* (i.e. validates racial equity) → Francis Quilang
 - e. *Section 504 Compliance Officer* (i.e. special education) → Nicholas Del'Re

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- f. *Anti-Bullying Coordinator* → Fanny Lopez

VII. MINUTES

Motion by Ms. Youmans and second by Ms. Orriols to approve the following minutes by unanimous voice vote (5-0):

- Board minutes of **May 21, 2014**.

VIII. PRESENTATION

- None

IX. CHIEF ACADEMIC OFFICER REPORT

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

- Report to be provided at the meeting.

X. PUBLIC COMMENT #1

Board President invited members of the public to present any comments to the Board. The following comments were made:

- *Mr. Amaya*, Golden Door Teacher, read a prepared letter on behalf of the staff. Concerns were expressed about the changes in the personal day cash out policy and references to the Employee Handbook. Separate from the letter, Mr. Amaya later stated that students have expressed concerns to him about all of the budget-related changes.
- *Ms. Mora*, Golden Door Teacher, stated that staff was concerned about jobs due to budget cuts.
- *Ms. Kinzler*, Golden Door Teacher, expressed her support for the staff.
- *Mr. D'Ambrose*, Golden Door Teacher, stated that financial issues are not being communicated clearly to the staff.
- *Ms. Ortiz*, Golden Door Teacher stated that teachers were feeling the brunt of the budget cuts which would ultimately affect the students.

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The Chief Academic Officer recommends the following resolutions for approval:

XI. FINANCE

Motion by Ms. Youmans and second by Ms. Aviles to approve Items A through I. Carried by unanimous voice vote (5-0).

- A. Resolved that the Board of Trustees approve the **Pre-K renovation proposal** from Accurate Construction Inc. in the amount of \$34,500 as per attached document.
- B. Resolved that the Board of Trustees approve the **contract with Bob Doria** for the 2014-2015 school year in the amount of \$36,000.
- C. Resolved that the Board of Trustees approve the letter of engagement with **New Jersey Community Capital (NJCC) for a preschool loan** in the amount of \$150,000 for the 2014-2015 school year.
- D. Resolved that the Board of Trustees approve the **Payroll Report for May 15, 2014** in the amount of \$164,665.50.
- E. Resolved that the Board of Trustees approve the **Payroll Report for May 30, 2014** in the amount of \$164,593.50.
- F. Resolved that the Board of Trustees approve the **Bills List for May 2013** in the amount of \$134,188.73.
- G. Resolved that the Board of Trustees approve the **Bills List for June 1st - 17th 2014** in the amount of \$99,184.18.
- 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 **May 31, 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 **May 31, 2014**.

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XII. PERSONNEL

Motion by Ms. Youmans and second by Ms. Aviles to approve Items A and B. Carried by unanimous roll call vote (5-0).

- A. Resolved that the Board of Trustees approve the hiring of Brittany Lee Airey as a **Math Teacher** at an annual salary of \$44,000 for the 2014-2015 school year.
- B. Resolved that the Board of Trustees approve the hiring of Jeannette Medwid as a **Pre-School Teacher** at an annual salary of \$44,000 for the 2014-2015 school year.

Motion by Ms. Youmans and second by Ms. Aviles to approve Items C through G. Carried by unanimous voice vote (5-0).

- C. Resolved that the Board of Trustees appoint Brian Stiles as the **Lead Person** for the 2014-2015 school year.
- D. Resolved that the Board of Trustees approve the **NJASBO membership for Paul Velelis** in the amount of \$990 for the 2014-2015 school year.
- E. Resolved that the Board of Trustees approve the following **list of stipends** for the 2014-2015 school year.

Stipend	Amount
Website Maintenance	\$2,000
Title I Unified Plan	\$2,000
Music Director for Choir	\$2,000
School Play Coordinator	\$1,500
Perfect Attendance	\$1,000

- F. Resolved that the Board of Trustees approve the revised **contract templates** for 10-month and 12-month employees as per attached document.
- G. Resolved that the Board of Trustees approve the **employee salaries (10-month staff)** for the 2014-2015 school year as per attached document.

XIII. CURRICULUM

- None

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XIV. GOVERNANCE

Item A Tabled.

- A. Move that the Board of Trustees approve the **Comprehensive Equity Plan Annual Statement of Assurance** for the 2014-2015 school year.

Motion by Ms. Youmans and second by Ms. Aviles to approve Item B. Carried by unanimous roll call vote (5-0).

- B. Resolved that the Board of Trustees approve the **revision (second 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").*

XV. ADDITIONAL ITEMS

Motion by Ms. Youmans and second by Ms. Aviles to approve Item A. Carried by unanimous voice vote (5-0).

- A. Resolved that the Board of Trustees amend a prior motion which would **extend employer-paid disability and vision coverage** through September 30, 2014.

XVI. ADJOURNMENT

Motion by Ms. Cappadona and second by Ms. Orriols to adjourn 8:30 PM. Carried by a unanimous voice vote.

Respectfully submitted,



Paul Velelis
School Business Administrator/Board Secretary