

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 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

<u>Board Members (voting):</u>	
Joanne Youmans (President)	<u>Present</u>
Mirza Orriols (Vice President)	<u>Absent</u>
Elizabeth Aviles	<u>Absent</u>
Jessica Cappadona	<u>Present</u>
Danielle Downs	<u>Present</u>

<u>Additional attendees (non-voting):</u>	
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>

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

V. PRESENTATION

- None

VI. MINUTES

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

- Board minutes of **July 16, 2014**.
- Executive Minutes of **July 16, 2014**.

VII. CHIEF ACADEMIC OFFICER REPORT

Chief Academic Officer, Mr. Brian Stiles, will review 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. Cappadona 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 **Health Benefit Plans** for the new plan year beginning on October 1, 2014:
 - Aetna
 - Delta Dental
 - NVA

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

Motion by Ms. Youmans and second by Ms. Cappadona to approve Items B & C. Carried by unanimous voice vote (3-0).

- B. Resolved that the Board of Trustees approve the **parking agreement with 3037-3041 Kennedy Associates LLC** at a monthly rate of \$130 per spot for a total of 21 spots (Note: Employees will be contributing \$70 per month via salary deductions).
- C. Resolved that the Board of Trustees approve the **parking agreement with 3000 Kennedy Blvd LLC** at a monthly rate of \$150 per spot for a total of 10 spots (Note: Employees will be contributing \$70 per month via salary deductions).

Motion by Ms. Youmans and second by Ms. Downs to approve Items D thru G. Carried by unanimous voice vote (3-0).

- D. Resolved that the Board of Trustees approve the **Payroll Report for July 15, 2014** in the amount of \$45,362.79.
- E. Resolved that the Board of Trustees approve the **Payroll Report for July 30, 2014** in the amount of \$47,146.98.
- F. Resolved that the Board of Trustees approve the **Payroll Report for August 15, 2014** in the amount of \$43,036.18.
- G. Resolved that the Board of Trustees approve the **Payroll Report for August 30, 2014** in the amount of \$41,721.36.

Motion by Ms. Downs and second by Ms. Youmans to approve Items H thru K. Carried by unanimous voice vote (3-0).

- H. Resolved that the Board of Trustees approve the **final Bills List for June 2014** in the amount of \$111,906.99.
- I. Resolved that the Board of Trustees approve the **Bills List for July 2014** in the amount of \$56,890.86.
- J. Resolved that the Board of Trustees approve the **Bills List for August 2014** in the amount of \$147,144.39.
- K. Resolved that the Board of Trustees approve the **Bills List for September 1st-16th 2014** in the amount of \$154,508.68.

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

Motion by Ms. Youmans and second by Ms. Cappadona to approve Items L thru Q. Carried by unanimous voice vote (3-0).

- L. 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 **June 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.
- M. 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 **June 30, 2014**.
- N. 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 **July 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.
- O. 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 **July 31, 2014**.
- P. 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 **August 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.
- Q. 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 **August 31, 2014**.

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

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

- R. The Golden Door Charter School Board of Trustees recognizes that claims for payments may need to be paid prior to the next Board of Trustees Meeting;

Whereas, N.J.S.A. 18A:19-4.1 authorizes the Board of Trustees, by Board resolution, to designate a person in addition to the Secretary of the Board to audit any account and demand to be paid, and provide for approval of such account or demand by any such person or the Secretary of the Board prior to presentation to the Board;

And Whereas, any such approval shall be presented to the Board of Trustees at their next meeting for ratification;

Therefore, be it resolved the Board of Education authorizes **Paul Velelis** as the person in addition to the Secretary of the Board authorized in accordance with N.J.S.A. 18A:19-4.1 to audit any account and demand paid and approve such account or demand prior to presentation to the Board.

X. PERSONNEL

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

- A. Resolved that the Board of Trustees approve the **leave of absence for Gaylin DeBlasio** from September 4, 2014 through November 7, 2014 (Note: Return to work date expected to be November 10, 2014).

Motion by Ms. Downs and second by Ms. Cappadona to approve Items B thru J. Carried by unanimous roll call vote (3-0).

- B. Resolved that the Board of Trustees approve the hiring of **Alexandra Wesson** as a **long-term substitute Art Teacher** at a rate of \$125 per day from August 25, 2014 through November 7, 2014 (Note: This hiring is a temporary replacement for Gaylin DeBlasio).
- C. Resolved that the Board of Trustees approve the hiring of **Carissa Figueroa** as a **Paraprofessional** at an annual salary of **\$26,000** for the 2014-2015 school year.
- D. Resolved that the Board of Trustees approve the hiring of **Michele Sciancalepore** as a **Paraprofessional** at an annual salary of **\$31,000** for the 2014-2015 school year.

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

- E. Resolved that the Board of Trustees approve the hiring of **Kerrie Mulvaney** as an **ELA Teacher** at an annual salary of **\$52,800** for the 2014-2015 school year (Note: This is a replacement for Andrea Rylkiewicz who resigned).
- F. Resolved that the Board of Trustees approve the hiring of **Joseph Giordano** as an **Music Teacher** at an annual salary of **\$47,800** for the 2014-2015 school year (Note: This is a replacement for Douglas Bender who resigned).
- G. Resolved that the Board of Trustees approve the hiring of **Karen Russo** as a **Special Education Teacher** at an annual salary of **\$52,800** for the 2014-2015 school year (Note: This is a replacement for Maureen Elliott who was not renewed).
- H. Resolved that the Board of Trustees approve the hiring of **Jessica Melfa** as a **Paraprofessional** at an annual salary of **\$27,000** for the 2014-2015 school year (Note: This is for a one-on-one aide as determined by student IEP).
- I. Resolved that the Board of Trustees approve the hiring of **Cheryl Baumann** as a **Main Office Secretary** at a pro-rated annual salary of **\$36,000** for the 2014-2015 school year starting September 1st (Note: This is a replacement for Maria Pimenidis who resigned).
- J. Resolved that the Board of Trustees approve the hiring of **Carolyn Valdez** as the Assistant to the Business Administrator at a pro-rated annual salary of **\$46,000** for the 2014-2015 school year starting on or about October 6th (Note: This is a replacement for Melissa Piccolo who resigned).

Motion by Ms. Youmans and second by Ms. Downs to approve Items K & L. Carried by unanimous roll call vote (3-0).

- K. Resolved that the Board of Trustees approve **Chelsea Stack-Jew** as a **Special Education Coordinator** at a revised annual salary of **\$61,736** for the 2014-2015 school year (Note: Previously approved salary was for \$46,736 but was only as a Special Education teacher).
- L. Resolved that the Board of Trustees approve the **revised annual salary for Kristin Hansen of \$89,664** for the 2014-2015 school year (Note: Rating was recalculated resulting in revision to salary increase).

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

- M. Resolved that the Board of Trustees approve a **change to 12-month contracts for non-certified staff** that allows such employees to provide a 30-day notification of intent to resign (Note: Existing language on page 2 states that "It is an absolute requirement that staff members provide a 60 day written notice of their intent to resign

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

to the CAO. If less than 60 days notice is provided, the board may initiate proceedings that may result in suspension of certification by the commissioner of education”).

XI. CURRICULUM

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

- A. Resolved that the Board of Trustees approve the **private placement contract with Celebrate the Children** for JB as per attached tuition contract (Note: Private Placement to be paid by Jersey City Board of Education).
- B. Resolved that the Board of Trustees approve the **Special Education consulting contract** with Bryant, Gemza, Keenoy & Kozlik at a monthly rate of \$2,500.

Motion by Ms. Youmans and second by Ms. Cappadona to approve Items C & D. Carried by unanimous voice vote (3-0).

- C. Resolved that the Board of Trustees approve the following salaries to be paid for utilizing **NCLB Title I funds**:
 - Amanda Capaz
 - Carissa Figueroa
 - Francesca Kobylarz
 - Michele Sciancalepore
 - Debra White
 - Katherine Johnson
- D. Resolved that the Board of Trustees approve the following salaries to be paid for utilizing **IDEA funds**:
 - Karen Russo
 - Jessica Davis (55%)

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

- E. Resolved that the Board of Trustees approve the **Anti-bullying Bill of Rights Act Self Assessment** for the school year 2013-2014 provided Board receipt of documentation via email prior to September 30th.

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, SEPTEMBER 17, 2014 AT 6:10 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

XII. GOVERNANCE

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

- A. Resolved that the Board of Trustees accept the **resignation of Theda Riggins-Crawford** from her Board seat effective August 11, 2014.

Items B thru D TABLED until October.

- B. Resolved that the Board of Trustees approve the **Tenure policy (second reading)** as per attached document.
- C. Resolved that the Board of Trustees approve the **Nepotism policy (second reading)** as per attached document.
- D. Resolved that the Board of Trustees approve the **changes to the Employee Handbook** as per attached document.

XIII. ADJOURNMENT

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

Respectfully submitted,



Paul Velelis
School Business Administrator/Board Secretary