

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, DECEMBER 17, 2014 AT 5:30 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):

Joanne Youmans (President)	<u>Present</u>
Mirza Orriols (Vice President)	<u>Absent</u>
Elizabeth Aviles	<u>Absent</u>
Jessica Cappadona	<u>Present</u>
Nick Del'Re	<u>Present</u>
Danielle Downs	<u>Present</u>
Tonya Keyes	<u>Absent</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

- None

VI. MINUTES

Motion by Ms. Youmans and second by Mr. Del'Re to approve the following minutes by unanimous voice vote (4-0):

- Board minutes of **November 18, 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. Cappadona to approve Item A. Carried by unanimous voice vote (4-0).

- A. Resolved that the Board of Trustees accept the **Audit Management Report and CAFR** conducted by Barre & Associates for the year ending June 30, 2014 (Note: Hard copies to be distributed at the meeting).

Item B Tabled until January.

- B. Move that the Board of Trustees approve the NJDOE submission of the **revised FY15 Budget** as per attached document. (Note: Estimated revenue from 3-31-14 projected budget was \$5,830,774; whereas actual revenue from 10-15-14 count is \$6,184,451 which equates to a budget increase of \$353,677).

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Motion by Ms. Youmans and second by Ms. Cappadona to approve Items C through H. Carried by unanimous voice vote (4-0).

- C. Resolved that the Board of Trustees approve the **Payroll Report** for **November 15, 2014** in the amount of \$170,866.53.
- D. Resolved that the Board of Trustees approve the **Payroll Report** for **November 30, 2014** in the amount of \$174,703.63.
- E. Resolved that the Board of Trustees approve the **Bills List** for **November 2014** in the amount of \$172,857.57.
- F. Resolved that the Board of Trustees approve the **Bills List** for **December 1st – 16th 2014** in the amount of \$254,547.18
- G. 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 **November 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.
- H. 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 **November, 2014**.

X. PERSONNEL

Motion by Ms. Downs and second by Ms. Cappadona to approve Items A through D. Carried by unanimous roll call vote (4-0).

- A. Resolved that the Board of Trustees approve the promotion of Michele Sciancalepore to position of **Kindergarten teacher** from Pre-K paraprofessional at a pro-rated annual salary of \$51,000 (includes pay for ESL certification) effective January 1, 2015 (Note: Replacement for Helen Ileya who has resigned).
- B. Resolved that the Board of Trustees approve the hiring of Anthony Thomas as **computer teacher** at a pro-rated annual salary of \$50,000 effective December 1, 2014.

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- C. Resolved that the Board of Trustee approve the hiring of Linda Chiari-Figueroa as **Main Office Secretary** at a pro-rated annual salary of \$39,000 effective January 12, 2015 (Note: Replacement for Cheryl Baumann who has resigned).
- D. Resolved that the Board of Trustee approve the hiring of Tameka Simon as **Pre-K Paraprofessional** at a pro-rated annual salary of \$25,000 effective January 5, 2015 (Note: Replacement for Michele Sciancalepore who is being moved to K teacher).

Motion by Ms. Cappadona and second by Ms. Downs to approve Items E and F. Carried by unanimous voice vote (4-0).

- E. Resolved that the Board of Trustees approve the following **stipend** for the 2014-2015 school year (Note: There were four other stipends that were previously approved at the June 2014 meeting).

Stipend	Amount
After-school Intramurals	\$2,500

- F. Resolved that the Board of Trustees approve the **Professional Placement Services Agreement** with Advance Talent Solutions (ATS) for substitute staffing effective December 1, 2014 as per attached agreement.

XI. CURRICULUM

Motion by Ms. Downs and second by Ms. Del'Re to approve Items A through E. Carried by unanimous voice vote (4-0).

- A. Resolved that the Board of Trustees approve the **submission of the 2015-2016 preschool program plan and budget planning workbook** to the NJ Division of Early Childhood Education.
- B. Resolved that the Board of Trustees approve the **revised 2014-2015 School Calendar** which reflects the following changes:
 - Full day of school will be changed to half-day on December 23, 2014 to coincide with staff holiday luncheon.
 - School will be open on March 20, 2015 and closed on March 30, 2015 to coincide with the Annual NJ Charter School Conference.
- C. Resolved that the Board of Trustees approve the **field trip to the Community Food Bank of NJ** in Hillside on January 14, 2015.

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- D. Resolved that the Board of Trustees that all **field trips** must be submitted for Board approval at least 30 days prior to the event.
- E. Resolved that the Board of Trustees approve a new **After School Program** with Apollo with an anticipated start date of February 1, 2015 (Note: Apollo will be replacing Sylvan Learning Center who was unable to obtain the proper certification).

XII. GOVERNANCE

Motion by Ms. Youmans and second by Ms. Cappadona to approve Item A. Carried by unanimous roll call vote (4-0).

- A. Resolved that the Board of Trustees approve the **revised Employee Handbook** as per attached document.

Motion by Ms. Cappadona and second by Mr. Del'Re to approve Item B. Carried by unanimous roll call vote (4-0).

- B. Resolved that the Board of Trustees approve the **Tenure policy (second reading)** as per attached document.

Item C Tabled until January

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

Motion by Ms. Youmans and second by Ms. Cappadona to approve Item D. Carried by unanimous roll call vote (4-0).

- D. Resolved that the Board of Trustees approve the **list of 1000 series policies (first reading)** as per attached policy index.

XIII. ADJOURNMENT

Motion by Ms. Youmans and second by Mr. Del'Re to adjourn at 7:50 PM. Carried by a unanimous voice vote.

Respectfully submitted,



Paul Velelis
School Business Administrator/Board Secretary