

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, NOVEMBER 15, 2017 AT 5:45 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):

Danielle Downs (President)	<u>Present</u>
Tonya Keyes (Vice President)	<u>Present</u>
Jessica Cappadona	<u>Present</u>
Nick Del'Re	<u>Present</u>
Tiehia Schonberger	<u>Present</u>

Additional attendees (non-voting):

Brian Stiles (Chief School Administrator)	<u>Present</u>
Paul Velelis (Business Administrator / Board Secretary)	<u>Present</u>

Note: Ms. Schonberger arrived late at 6:05pm during the CAO Report.

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V. PRESENTATION

- None

VI. MINUTES

Motion by Ms. Downs and second by Ms. Cappadona to approve the following minutes by unanimous voice vote (4-0):

- Board minutes of **September 27, 2017**.

VII. CHIEF ACADEMIC OFFICER REPORT

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

- Report provided and discussed at the meeting.

VIII. PUBLIC COMMENT

Board President invites members of the public to present comments to the Board. **Public participation** shall be governed by the following rules: **(1)** A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation; **(2)** Each statement made by a participant shall be limited to three minutes' duration; **(3)** No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard; **(4)** All statements shall be directed to the presiding officer; no participant may address or question Board members individually; **(5)** The presiding officer may: Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive or obscene.

The following comments were made:

- Cindy Brown, GDCSEA President, shared the success of Fall Fest with the Board.

The Chief Academic Officer recommends the following resolutions for approval:

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IX. FINANCE

Motion by Ms. Keyes and second by Ms. Downs to approve Items A through D. Carried by unanimous voice vote (5-0).

- A. Resolved that the Board of Trustees approve the **rescinding of the September motion removing the school from the statutory short-term disability program** through the State of New Jersey thus keeping the plan in effect in January 2018.
- B. Resolved that the Board of Trustees approve the **professional services agreement with Parette Somjen Architects** in the amount of \$15,400 (including reimbursables) as per attached document.
- C. Resolved that the Board of Trustees approve the **Annual Charter School Fiscal Questionnaire** for the 2017-2018 school year as per attached document.
- D. Resolved that the Board of Trustees approve participation in the **voluntary purchasing cooperative through Hunterdon County Educational Services Commission** as follows:

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 Hunterdon County 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, the governing body of Golden Door Charter School in the County of Hudson within the 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.

Motion by Ms. Cappadona and second by Mr. Del'Re to approve Items E through K. Carried by unanimous voice vote (5-0).

- E. Resolved that the Board of Trustees approve the **Payroll Report for September 15, 2017** in the amount of \$194,940.49.
- F. Resolved that the Board of Trustees approve the **Payroll Report for September 30, 2017** in the amount of \$195,241.68.
- G. Resolved that the Board of Trustees approve the **Payroll Report for October 15, 2017** in the amount of \$194,356.95.

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- H. Resolved that the Board of Trustees approve the **Payroll Report** for **October 31, 2017** in the amount of \$191,172.54.
- I. Resolved that the Board of Trustees approve the updated **Bills List** for **September 2017** in the amount of \$186,071.53.
- J. Resolved that the Board of Trustees approve the **Bills List** for **October 2017** in the amount of \$311,203.12.
- K. Resolved that the Board of Trustees approve the **Bills List** for **November 1st through 15th 2017** in the amount of \$97,351.23.

Motion by Ms. Cappadona and second by Ms. Keyes to approve Items L and M. Carried by unanimous voice vote (5-0).

- 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 **September 30, 2017** 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 **September 30, 2017**.

Items N and O Tabled until December

- N. Move 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 **October 31, 2017** 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. Move 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 **October 31, 2017**.

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X. PERSONNEL

Motion by Ms. Downs and second by Ms. Keyes 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 Jocelyn Ramos as a **Paraprofessional** at Step 1 with a *pro-rated* annual salary of \$25,370 effective October 23, 2017 through the remainder of the 2017-2018 school year.
- B. Resolved that the Board of Trustees approve the hiring of the following **substitute teachers** to be used on an *as-needed basis* at the rate of \$100 per day
 - a. Julian Garroway
 - b. Kelly Guaman
 - c. Renesha Lee
 - d. Christy Becker
 - e. Jaime Dipaolo

Motion by Ms. Cappadona and second by Mr. Del'Re to approve Items C and D. Carried by unanimous voice vote (5-0).

- C. Resolved that the Board of Trustees approve the **maternity leave for Andrea White** effective November 23, 2017 through June 30, 2018.
- D. Resolved that the Board of Trustees accept the following **employee resignation(s)**:
 - a. *Kayla Ramlall* from position of Paraprofessional effective 10/20/17

Motion by Ms. Keyes and second by Mr. Del'Re to approve Items E through G. Carried by unanimous voice vote (5-0).

- E. Resolved that the Board of Trustees approve the **Job Description for Office Supervisor/Secretary to the CAO** as of July 1, 2017.
- F. Resolved that the Board of Trustees approve the *revised* **Job Description for Main Office Secretary** as of July 1, 2017.
- G. Resolved that the Board of Trustees approve the **Job Description for Facility & Custodial Supervisor** as of August 1, 2017.

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XI. CURRICULUM

Motion by Ms. Cappadona and second by Ms. Downs to approve Items A through F. Carried by unanimous voice vote (5-0).

- A. Resolved that the Board of Trustees approve the following additional **field trip sites** for the 2017-2018 school year:
 - a. NJ State Chapter - Math Club Competition
 - b. Walking trips in Jersey City within one mile of the school.
- B. Resolved that the Board of Trustees accept the **Oral Health Education Initiative Grant** through the Delta Dental of New Jersey Foundation for the 2017-2018 school year in the amount of \$2,641.
- C. Resolved that the Board of Trustees accept the **IBM grant** in support of the school's Technology Plan initiatives in the amount of \$1,000.
- D. Resolved that the Board of Trustees accept the **BCB grant donation** to help augment the school's technology equipment needs in the amount of \$4,000.
- E. Resolved that the Board of Trustees approve the **submission of the 2018-2019 preschool program plan and budget planning workbook** to the NJ Division of Early Childhood Education.
- F. Resolved that the Board of Trustees approve the **Yearbook Stipend(s)** in the amount of \$1,500 each for up to two (2) staff members.

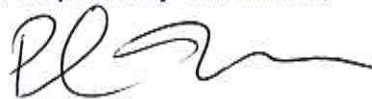
XII. GOVERNANCE

- None

XIII. ADJOURNMENT

Motion by Ms. Downs and second by Ms. Keyes to adjourn at 6:45 PM. Carried by a unanimous voice vote.

Respectfully submitted,



Paul Velelis
School Business Administrator/Board Secretary