

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, JULY 27, 2016 AT 5:35 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>	
Danielle Downs (President)	<u>Present</u>
Joanne Youmans (Vice President)	<u>Present</u>
Jessica Cappadona	<u>Present</u>
Nick Del'Re	<u>Absent</u>
Tonya Keyes	<u>Absent</u>
 <u>Additional attendees (non-voting):</u>	
Brian Stiles (Chief School Administrator)	<u>Absent</u>
Paul Velelis (Business Administrator / Board Secretary)	<u>Present</u>

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, JULY 27, 2016 AT 5:35 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

V. PRESENTATION

- Charlie Bryant, with Bryant, Gemza, Keenoy & Kozlik, provided the Board with the following overview of the Speech audit conducted by his firm.

The administration contracted with the firm to determine how much speech therapist time is required to provide therapy to the currently identified students. One of the partners in the firm is certified as a speech and language therapist, as well as a retired director who supervised speech therapists. They visited the school in February and began by interviewing the speech teacher in order to gain prospective on the program. After the interview, they reviewed the speech therapy caseload, schedule, assessments, and IEPs of 18 of the 25 students receiving speech services with a subsequent report submitted to the administration. During a 50-period instructional week, 25 periods are dedicated to provide service to those students with IEPs (special education and speech only). In addition, six periods per week, the speech teacher provides intervention services to 11 students who teachers (or parents) have suggested would benefit from some additional assistance. The remaining periods of the week are filled by 9 prep periods, 5 lunch duties and 5 free lunch periods. Most of the Golden Door students receiving speech have two 45-minute sessions per week. (one and half hours). This far exceeds the guidelines which suggest 15 to 30 minutes per week for minimal impairments and 30 to 60 minutes per week for students who are intelligible only 50 to 80 percent of the time. Given the relatively small caseload of students who appear to be receiving services well beyond recommended levels, it is their conclusion that the school could provide appropriate speech services on a part-time basis at only three days per week resulting in a significant cost savings to the school.

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 **June 15, 2016**.
- Executive minutes of **June 15, 2016**.

VII. CHIEF ACADEMIC OFFICER REPORT

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

- No report to be provided at or before the meeting due to summer recess.

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, JULY 27, 2016 AT 5:35 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

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 **new school lunch price of \$2.75** for the 2016-2017 school year which represents a \$.05 increase over the prior school year (Note: \$2.75 is the minimum requirement and represents the difference between the Free and Paid Reimbursement rates from 2015-2016).

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

- B. Move that the Board of Trustees approve the **Payroll Report for June 15, 2016** in the amount of \$366,142.04 (Note: This payroll included retro pay, stipends and insurance waivers).
- C. Move that the Board of Trustees approve the **Payroll Report for June 30, 2016** in the amount of \$183,075.23.
- D. Move that the Board of Trustees approve the **Bills List for June 2016** in the amount of \$186,405.02.
- E. Move that the Board of Trustees approve the **Bills List for July 1st – 27th 2016** in the amount of \$155,581.75.

Items F & G Tabled until September

- F. 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 **June 30, 2016** 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.

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, JULY 27, 2016 AT 5:35 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

- G. 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 June 30, 2016.

X. PERSONNEL

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

- A. Resolved that the Board of Trustees approve the hiring of **Jaclyn Irovando** for the position of **First Grade teacher** at a salary of \$49,850 for the 2016-2017 school year (Note: Replacement position for Ms. Lehr with salary in accordance with MA Step 2 of the salary guide).

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

- B. MOTION to approve the **reduction of a teaching staff member** in the Golden Door Charter School:

WHEREAS, NJSA 18A:28-9 provides that the Board of Trustees may "reduce the number of teaching staff members employed in the district whenever, in the judgment of the board, it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause." WHEREAS, for reasons of economy, and staffing needs, the following existing full time employee position is recommended for abolishment: **Speech/Language Therapist**

WHEREAS, based on the foregoing and information provided by the Chief School Administrator, the Golden Door Charter School Board of Trustees finds it advisable to reduce the total number of positions at the Charter School through a Reduction in Force;

IT IS HEREBY RESOLVED by the Golden Door Charter School Board of Trustees as follows:

1. That the following existing full time employee position is hereby eliminated as a result of a Reduction in Force: **Speech/Language Therapist**.
2. That the Chief School Administrator will promptly provide the affected employee with appropriate notification of the employee's employment status.
3. That the Chief School Administrator or his designee is authorized to provide the necessary notification to the affected employee.

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, JULY 27, 2016 AT 5:35 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

XI. CURRICULUM

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 **Speech professional services contract** with the Essex Regional Educational Services Commission (ERESC) in the amount of \$70 per hour as per attached agreement (Note: Cost savings analysis has also been provided below).

Type	F/T	P/T	Difference
Salary	\$91,164	\$46,620	\$44,544
Days per week	5	3	2
Days per year	185	111	74
Health Benefits (est.)	\$4,900	\$0	\$4,900
Employer Taxes (est.)	\$4,000	\$0	\$4,000
Pension Cont (est.)	\$2,500	\$0	\$2,500
Sick Day costs	\$3,039	\$0	\$3,039
Cost for Evaluations	\$0	\$7,000	(\$7,000)
Total	\$105,793	\$53,734	\$52,059

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

- B. Resolved that the Board of Trustees approve the **OT/PT professional services contract** with Sensory Kids & Social Minds, LLC in the amount of \$85 per hour as per attached agreement (Note: This represents a savings of 15% over last year).

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

- C. Resolved that the Board of Trustees approve an extension of **ESL professional services contract** with the Essex Regional Educational Services Commission (ERESC) in the amount of \$70 per hour on an as-needed basis as per attached agreement.

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

- D. Resolved that the Board of Trustees approve the **submission of the IDEA grant** for the 2016-2017 school year in the total amount of \$100,452 (Note: IDEA Basic is \$97,325 while IDEA Preschool is \$3,217).

MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL BOARD OF TRUSTEES HELD WEDNESDAY, JULY 27, 2016 AT 5:35 PM IN THE MAIN FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING

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

- E. Resolved that the Board of Trustees approve the **waiver of the NCLB Title III Funds** in the amount of \$1,698.

XII. GOVERNANCE

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

- A. Resolved that the Board of Trustees approve the submission of the **2016 Annual Report** to be submitted to NJ Charter School Office by August 5, 2016.

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

- B. Resolved that the Board of Trustees uphold the **retention of BM** following review of the appeal form submitted by the parent(s).

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

- C. Resolved that the Board of Trustees uphold the **retention of DD** following review of the appeal form submitted by the parent(s).

Motion by Ms. Youmans and second by Ms. Downs to approve Items D through H. Carried by unanimous roll call vote (3-0).

- D. Resolved that the Board of Trustees approve the **list of 3000 series policies (second reading)** as per attached policy index.
- E. Resolved that the Board of Trustees approve the **list of 4000 series policies (second reading)** as per attached policy index.
- F. Resolved that the Board of Trustees approve the **list of 6000 series policies (second reading)** as per attached policy index.
- G. Resolved that the Board of Trustees approve the **list of 7000 series policies (second reading)** as per attached policy index.
- H. Resolved that the Board of Trustees approve the **list of 8000 series policies (second reading)** as per attached policy index.

**MINUTES OF THE REGULAR MEETING OF THE GOLDEN DOOR CHARTER SCHOOL
BOARD OF TRUSTEES HELD WEDNESDAY, JULY 27, 2016 AT 5:35 PM IN THE MAIN
FLOOR CONFERENCE ROOM OF THE ADMINISTRATIVE BUILDING**

XIII. ADJOURNMENT

Motion by Ms. Youmans and second by Ms. Cappadona to adjourn at 6:05 PM.
Carried by a unanimous voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "P. Velelis", with a stylized flourish at the end.

Paul Velelis
School Business Administrator/Board Secretary