

BelovED Community Charter School
Board of Trustees Meeting
March 17, 2022, 6:00 PM
508 Grand Street
Jersey City, NJ 07302
In-person meeting and
Virtual meeting via Zoom video conference

Minutes

The meeting was called to order at 6:11 pm by Nicole Jackson, President of the Board.

Statement of Compliance read at the March 17, 2022 meeting:

This is a regular meeting of the BelovEd Community Charter School Board of Trustees. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 *et seq.*, adequate notice of the time and place of this meeting was provided, and copies of that resolution were forwarded to the official newspapers, Jersey Journal, and the Jersey City Reporter, as designated by the Board and by posting in the Public Library at 472 Jersey Avenue, Jersey City. Due to the public health emergency in the State of New Jersey, the Board will be offering virtual access to the in-person board meeting.

Directions for accessing the public meeting were posted on the school website: www.belovedccs.org. We very much welcome input from the public. Public comment will be handled in accordance with Board procedure.

A. Roll Call

Board Member	Term Dates	Present	Absent
Nicole Jackson	6/30/23	X	
Jessica Lisboa	6/30/22		X
Salvatore Risalvato	6/30/23	X	
Sheridan Bell	6/30/22	X	
Sam Mikhail	6/30/23	X	
Kathy Mone	6/30/23	X	
Maggie Johnson	6/30/23	X	

Also in attendance:

Ken Schultz – Executive Officer/Grades 6 – 10 Lead Person

Michele Link – Principal, Grades K - 5

Bret Schundler – School Consultant

Adam Hermans – Adams, Gutierrez & Lattiboudere, LLC

Richard Raschdorf – School Business Administrator, BCCS

William Fitzpatrick – Associate School Business Administrator, BCCS

Anthony Deo – Assistant School Business Administrator, BCCS

Duanne Moeller, Dir. of Operations, BCCS

Victoria DeLeon, Academy Dean, BCCS

No members of the public were in attendance.

B. Approval of the Minutes from the Regular Board Meeting of February 17, 2022

Motion by: S. Bell

Seconded by: M. Johnson

Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S. Risalvato, S. Mikhail

No: None

Absent: J. Lisboa

C. School Policies and Procedures

Roll Call Vote on School Policy items 1 - 2

Motion by: S. Bell

Seconded by: K. Mone

Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S. Risalvato, S. Mikhail

No: None

Absent: J. Lisboa

1. **2022-03-17-1** Resolved, The BCCS Board approves revisions to its SY22-23 Covid policies, as per the attached "COVID Policy Grid 22.3.15"
2. **2022-03-17-2** Resolved, The BCCS Board approves, in the event of increasing COVID-19 transmission rates, further updates to the policy to be determined by school leadership

Roll Call Vote on School Policy items 3 - 4

Motion by: K. Mone
Seconded by: N. Jackson
Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S. Risalvato, S. Mikhail
No: None
Absent: J. Lisboa

3. **2022-03-17-3** Resolved, The BCCS Board of Trustees approves the attached Corrective Action Plan for the BelovED School Food Authority as a result of the PKF O'Connor Davies Food Procurement Review for Fiscal Year 2019- 2020.
4. **2022-03-17-4** Resolved, The BCCS Board of Trustees approves the attached Corrective Action Plan for Purchasing procedures as a result of a recommendation in the SY21 Auditors Management Report.

D. School Field Trips

Roll Call Vote on School Field Trip items 1 - 3

Motion by: K. Mone
Seconded by: S. Bell
Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S.Mikhail, S. Risalvato
No: None
Absent: J. Lisboa

1. **2022-03-17-5** Resolved, the BCCS Board of Trustees authorizes the 5th grade field trip to Liberty Hall Museum in Union, NJ on April 13, 2022. The total cost will be \$1,687.50, the net cost to the school, after fees collected from families, will be about \$487.50.
2. **2022-03-17-6** Resolved, the BCCS Board of Trustees authorizes the 3rd grade field trip to Turtle Back Zoo in West Orange, NJ on April 12, 2022. The total cost will be \$1,807.50. The net cost to the school, after fees collected from families, will be about \$517.50.
3. **2022-03-17-7** Resolved, the BCCS Board of Trustees authorizes the 4th grade field trip to Flat Rock Nature Center in Englewood, NJ on May 31, 2022. The total cost will be \$1,377. The net cost to the school, after fees collected from families, will be about \$537.

E. Human Resources

Roll Call Vote on Human resource items 1 - 9

Motion by: K. Mone
 Seconded by: S. Bell
 Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S.Mikhail, S. Risalvato
 No: None
 Absent: J. Lisboa

1. **2022-03-17-8** Resolved, The BCCS Board of Trustees approves the hiring of the following employees for school year 2021 - 2022:

Name	Position	Salary	Start Date	Attendance Bonus
Shana Gelles	Teacher	\$50,000	2/10/22	\$400
Frangel Jacques	Teacher	\$60,000	3/28/22	\$400
Tessa DeWall	Substitute Teacher/TA	\$36,000	3/14/22	\$400
Sydney Zamudio	Teacher/TA	\$52,000	4/4/22	\$500
Hamza Ibrahim	HS Dean of Students	\$74,000	5/2/22	\$250
Hilda Delgado	Teacher Assistant	\$32,000	3/21/22	\$400
Gloria Sarker	Teacher Assistant	\$31,000	3/1/22	\$400
Yanill Lopez	Bus Aide	\$16/hour	3/xx/22	Bus bonuses
Nikkeyah Westpoint	Bus Aide	\$16/hour	3/21/22	Bus bonuses
Rosalind Longo	Bus Driver	\$29/hour	3/xx/22	Bus bonuses

2. **2022-03-17-9** Resolved, The BCCS Board of Trustees approves the following stipends for school year 2021 - 2022:

Name	Position	Amount
Darren Harper	Supporting Dean's Office	\$1,500
Kate Piluso	Dept. Chair - ELA	\$1,500
Arianna Gagnon	Dept. Chair - Science	\$1,500

3. **2022-03-17-10** Resolved, The BCCS Board of Trustees approves the following athletic coach spring season stipends for school year 2021 - 2022:

Name	Coaching Position	Amount
Brian Paredes	MS Boys Soccer Head Coach	\$2,000
TBD	MS Soccer Assistant Coach	\$1,000
Crystal Clarke	MS Volleyball Head Coach	\$2,000
Kiana Smith	MS Volleyball Assistant Coach	\$1,000
Maura Carney	MS Track and Field Head Coach	\$2,000
Joel Rodriguez	MS Track and Field Assistant Coach	\$1,000
Eric Boonstra	HS Boys Volleyball Head Coach	\$3,000
Zach Peterson	HS Boys Volleyball Assistant Coach	\$1,500
Jere Waldron	HS Spring Track and Field Boys Head Coach	\$3,000
Kaitlyn O'Connor	HS Spring Track and Field Girls Head Coach	\$3,000
Joel Rodriguez	HS Spring Track and Field Asst. Head Coach	\$1,500
Mike Long	MS/HS Boys Lacrosse Head Coach	\$2,000
Emily Nichols	MS/HS Girls Lacrosse Head Coach	\$2,000

4. **2022-03-17-11** Resolved, The BCCS Board of Trustees approves of teacher stipends for home instruction for the remainder of the school year 2021 – 2022, as long as the need exists:

Name	Hours per week	Hourly Rate
Sabrina Artura	5 hours	\$45/hour

Lisa Kretschman	5 hours	\$45/hour
Mary Paone-Colon	5 hours	\$45/hour
Valerie Gomez	5 hours	\$45/hour
Toni-Ann Cerbo	2.5 hours	\$45/hour
Clare Barrett	2.5 hours	\$45/hour

5. **2022-03-17-12** Resolved, The BCCS Board of Trustees approves of the following salary adjustments for school year 2021 – 2022:

Name	Position	Effective Date	New Salary, Increase
LaToya Hall	HS Office Manager	3/16/22	\$50,000, (\$2,000 incr.)
Marliss Platt	HS Dean	3/16/22	\$74,000, (\$2,000 incr.)

6. **2022-03-17-13** Resolved, for the remainder of SY21-22, the BCCS Board of Trustees authorizes the Executive Officer to approve the paying a \$30 stipend to teachers who give up a prep period to cover classes when the teacher assigned to instruct a class is out.
7. **2022-03-17-14** Resolved, the BCCS Board of Trustees approves the paying of a \$35/hr stipend to teachers who provide Principal-approved afterschool and/or weekend virtual tutoring to students.
8. **2022-03-17-15** Resolved, The BCCS Board of Trustees approves of the following salary increases for SY 22-23:

Position	Salary Increase
Coordinator of Assessment	\$4,500
In-House Substitute	\$3,000

Teacher Assistant	\$2,500
One-on-One Aide	\$2,500

9. **2022-03-17-16** Resolved, The BCCS Board of Trustees reports the following Resignations/Terminations/Retirements:

Employee	Position	Effective Date	Status
Johnny Smoake	Bus Driver	3/9/22	Resignation
Eric Hinestroza	Nurse	1/21/22	Resignation
Lillie Hannon	Teacher	3/17/22	Resignation

F. Budget

1. **2022-03-17-17** Resolved, the BCCS Board of Trustees approves of the SY23 Preliminary Budget and its submission to the NJDOE.

Motion by: K. Mone
 Seconded by: S. Bell
 Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S.Mikhail, S. Risalvato
 No: None
 Absent: J. Lisboa

G. Audit

1. **2022-03-17-18** Resolved, the BCCS Board of Trustees approves of the SY21 Comprehensive Annual Financial Report and Auditors Management Report.

Motion by: K. Mone
 Seconded by: S. Bell
 Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S.Mikhail, S. Risalvato
 No: None
 Absent: J. Lisboa

I. Business

Roll Call Vote on Business items, **Resolutions 2022-03-17-10 through 2022-03-17-23.**

Motion by: K. Mone
Seconded by: S. Bell
Yes: N. Jackson, S. Bell, K. Mone, M. Johnson, S.Mikhail, S. Risalvato
No: None
Absent: J. Lisboa

1. **2022-03-17-19** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims of \$627,853.17 for the period 2/17/22 – 3/16/22.
2. **2022-03-17-20** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 3/31/22 and 4/15/22 each in the amount of \$640,000 and \$640,000, respectively. Payroll amounts include Employer Payroll Taxes.
3. **2022-03-17-21** Resolved, the BCCS Board of Trustees approves the submission of the February 2022 Board Secretary Report to the NJ Department of Education
4. **2022-03-17-22** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to make the annual contribution to the PERS pension fund for employees in the amount of \$295,021.
5. **2022-03-17-23** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$336,084.60 for three (3) new 54-passenger, diesel buses with hydraulic brakes to Allegiance Trucks Bus Sales of Newark, NJ.
6. **2022-03-17-24** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$6,890 for an annual site license with a 3 year contract for the Class Link program, and \$2,495 for a one-time set-up fee. Class Link synchronizes automatically with PowerSchool and provides a number of productivity enhancements. The license cost covers 1,800 users, both students and staff.
7. **2022-03-17-25** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$14,735 to Akaveil Technologies for the school's net cost of for 650 computers for students. The balance of the cost, \$200,103, is being funded by the USAC E-Rate program directly to the vendor.

8. **2022-03-17-26** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$47,088.30 to CDW-Government for fifty (50) laptop computers for staff, the cost to be reimbursed from grant funds.
9. **2022-03-17-27** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$1,947 for 150 computer headsets for students from CDW-Government.
10. **2022-03-17-28** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$1,212.96 for spring athletics equipment from GOPHER.
11. **2022-03-17-29** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$729.10 for track and field equipment from MFAC, LLC.
12. **2022-03-17-30** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$ \$6,009.83 to Air Group, LLC for labor and materials for various HVAC repairs and maintenance projects in February 2022.
13. **2022-03-17-31** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$9,724 to Amazon Business for thirty-three (33) security cameras, the cost to be reimbursed from grant funds.
14. **R2022-03-17-32** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$6,900 to Martin Soriano Landscaping for landscaping and lawn maintenance for the period March 15, 2022 to December 15, 2022.
15. **2022-03-17-33** Resolved, the BCCS Board of Trustees authorizes the expenditure of up to \$3,500 for a one-year subscription for 25 licenses to the Rosetta Stone foreign language programs for our students, to begin immediately. The cost will be reimbursed from Title III grant funds.
16. **2022-03-17-34** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$140 to Lexia for a foreign language lesson planning license. The cost will be reimbursed from Title III grant funds.
17. **2022-03-17-35** Resolved, the BCCS Board of Trustees authorizes the expenditure of \$255 for a Timekettle Simultaneous Translation device, to be reimbursed from Title III grant funds.

H. Executive Session.

The Board voted to go into Executive Session at 8:01pm to discuss personnel topics. Motion by S. Bell, seconded by K. Mone, carried by all ayes.

The Board voted to return from Executive Session at 8:28pm to the Public Meeting. Motion by S. Bell, seconded by K. Mone, carried by all ayes.

1. **2022-03-17-36** Resolved, the BCCS Board of Trustees authorized salary increases for SY 22-23 for these administrative positions as follows:

Position	Salary Increase
Executive Officer	\$9,500
Principal	\$7,500
Academic Dean	\$6,500
Dean of Curriculum	\$6,000
Dean of Assessment	\$6,000
Dean of Students*	\$5,500
Special Education Coordinator*	\$5,500

The meeting was adjourned at 8:28pm.