

**BelovED Community Charter School
Board of Trustees Meeting
Thursday, July 15, 2021, 6:00 PM
508 Grand Street
Jersey City, NJ 07302
Virtual meeting via Zoom video conference**

Minutes

The meeting was called to order at 6:02 pm by Nicole Jackson, President of the Board.

Statement of Compliance read at the June 17, 2021 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 conducting a virtual meeting.

Directions for accessing the virtual public meeting were posted on the School website: www.belovedccs.org. We very much welcome input from the public. Because this is a virtual meeting, public comment will be handled in accordance with Board procedure.

A. Roll Call

Board Member	Term Dates	Present	Absent
Nicole Jackson	6/30/21	X	
Jessica Lisboa	6/30/22		X
Salvatore Risalvato	6/30/21	X	
Sheridan Bell	6/30/22	X	
Sam Mikhail	6/30/21	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

Duanne Moeller – Director of Operations

Bret Schundler – School Consultant

Adam Hermans – Adams, Gutierrez & Lattiboudere, LLC

William Fitzpatrick – Associate School Business Administrator, BCCS

Anthony Deo – Assistant School Business Administrator, BCCS

No members of the public were in attendance.

B. Approval of the Minutes from the Regular Board Meeting of June 17, 2021

Motion by: S. Rislavato

Seconded by: N. Jackson

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

No: None

C. Human Resources

- 1. 2021-07-15-01.** Resolved, The BCCS Board of Trustees approves the hiring of the following employees for school year 2021 - 2022:

Hire	Position	Salary	Start Date	Attendance Bonus
Latoya Hall	Office Manager	\$48,000	July 1, 2021	N/A
Latoya Williams	Evening Transportation Coordinator	\$20/hour, 3.5 hours per day, 5 days per week	August 30, 2021	N/A
Luz Hernandez	Teacher	\$60,000	July 1, 2021	\$750
Sarah Coan	Teacher	\$65,000	July 1, 2021	\$750
Sabrina Artrura	Teacher	\$62,000	July 1, 2021	\$750
Jeanette Symmonds	Teacher	\$64,500	July 1, 2021	\$750
Kayla Martinelli	Teacher	\$63,000	July 1, 2021	\$750
Jah'sway Robinson	Teacher	\$65,000	July 1, 2021	\$750
Zainab Khan	Teacher	\$65,000	July 1, 2021	\$750
Rasha Saleb	Teacher Assistant	\$32,000	July 1, 2021	\$500
Denise Muyiba-Davis	Maternity Leave	\$63,000/		

	Replacement/Staff Substitute	\$44,000	July 1, 2021	\$750
Christian Benevento	Maternity Leave Replacement/Staff Substitute	\$60,000/ \$42,000	July 1, 2021	\$750
Diamond Womack	Bus Aide	\$18/route	Sept. 1, 2021	\$1,100 total

Motion by: S. Risalvato

Seconded by: S. Bell

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

No: None

Absent: J. Lisboa

2. **2021-07-15-02.** Resolved, The BCCS Board of Trustees approves of the attached Bus Driver and Bus Lunch Aide bonus schedules for contractual Year-End Completion Bonuses for SY 20-21, to be paid in two installments: 50% as part of the July 15 payroll and 50% as part of the July 30 payroll. The Bus Driver bonus is \$750. The Bus Aide bonus is \$250.

Motion by: S. Risalvato

Seconded by: S. Bell

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

No: None

Absent: J. Lisboa

3. **2021-07-15-03.** Resolved, The BCCS Board of Trustees approves the following Summer Stipends:

Name	Position	Amount	Period
Oscar Zapata	Enrichment Teacher	\$6,210	5 weeks
James Hooper	Substitute	\$1,350	1 week
Marisol Ghizzone	Substitute	\$1,350	1 week
Maria Vasquez	K-5 Enrichment Teacher	\$5,400	4 weeks

Motion by: S. Risalvato

Seconded by: S. Bell

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

No: None

Absent: J. Lisboa

4. **2021-07-15-04.** Resolved, The BCCS Board of Trustees approves the following stipends for the 2021 – 2022 school year:

Name	Position	Amount
Meghan Delaplain (replacing Kimberly Erickson)	3 rd Grade Head Teacher	\$5,000

Motion by: S. Risalvato

Seconded by: S. Bell

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

No: None

Absent: J. Lisboa

5. **2021-07-15-05.** Resolved, The BCCS Board of Trustees reports the following Resignations/Terminations/Retirements:

Employee	Position	Effective Date	Status
Meghan Curran	Teacher	June 28, 2021	Resignation
Taeaise Anderson	Security Guard	June 22, 2021	Resignation
Caitlin Mabel	Teacher	June 30, 2021	Resignation
Dongsoo Kang	IT Associate	June 30, 2021	Resignation

Motion by: S. Risalvato

Seconded by: K. Mone

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

No: None

Absent: J. Lisboa

D. Policies and Reports

1. **2021-07-15-06.** Resolved, The BCCS Board of Trustees approves the Annual Nursing Services Plan for SY 2020 – 2021.

Motion by: S. Risalvato

Seconded by: K. Mone

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

No: None

Absent: J. Lisboa

2. **2021-07-15-07.** Resolved, The BCCS Board of Trustees approves the Nursing Standard Orders for SY 2021 – 2022.

Motion by: S. Risalvato

Seconded by: K. Mone

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

No: None

Absent: J. Lisboa

3. **2021-07-15-08.** Resolved, The BCCS Board of Trustees approves the Employee Code of Conduct and Employee Handbook for SY 2021 – 2022.

Motion by: S. Risalvato

Seconded by: K. Mone

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

No: None

Absent: J. Lisboa

E. Business

1. **2021-07-15-09.** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims of \$732,436.43 for the period 6/17/21 – 7/14/21.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

2. **2021-07-15-10.** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 7/30/21 and 8/13/21 each in the amount of \$125,000 and \$125,000, respectively. Payroll amounts include Employer Payroll Taxes.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

3. **2021-07-15-11.** Resolved, The BCCS Board of Trustees approves the June Board Secretary Report and its submission to the NJ DOE.

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

4. **2021-07-15-12.** Resolved, The BCCS Board of Trustees approves the expenditures to Maschio's. Inc. of \$37,786.31 for the June 2021 food service invoice.

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

5. **2021-07-15-13.** Resolved, The BCCS Board of Trustees approves the payment of \$280,000 to Friends 2 for Additional Rent to cover costs to complete the Multi-Purpose Room addition project.

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

6. **2021-07-15-14.** Resolved, The BCCS Board of Trustees approves the awarding of the SY22 workers compensation insurance package to AmTrust North America for an annual premium of \$247,756.00. The policy term is July 1, 2021 to July 1, 2022. The previous carrier was Zenith.

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

7. **2021-07-15-15.** Resolved, The BCCS Board of Trustees approves the renewal of the SY22 school liability insurance package with Nonprofits Insurance Alliance for an annual premium of \$130,118.00. The policy term is July 1, 2021 to July 1, 2022.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

8. **2021-07-15-16.** Resolved, The BCCS Board of Trustees approves the awarding of a new cyber liability insurance to HSB Specialty Insurance Company for a one-year cost of \$9,857.40. The policy term is July 6, 2021 to July 6, 2022.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

9. **2021-07-15-17.** Resolved, The BCCS Board of Trustees authorizes the School Business Administrator to enter into a copier lease with TIAA Bank for \$5,268 per year for a 36-month term for the Business Office.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

10. **2021-07-15-18.** Resolved, The BCCS Board of Trustees approves the submission of the Title 1 Application for SY 21 - 22 and accepts the grant award of the following ESEA funds:

Title 1	\$748,058
Title II	\$79,243
Title III	\$16,755
Title III - IMM	\$6,089
Title IV	\$40,524
TOTAL of above	\$890,669

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

11. **2021-07-15-19.** Resolved, The BCCS Board of Trustees approves the submission of the Title 1 Application for SY 21 - 22 and accepts the ARP ESSER III grant award of \$1,362,275.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

12. **2021-07-15-20.** Resolved, The BCCS Board of Trustees approves the School Business Administrator to enter into an annual service agreement with AirGroup, LLC for the high school building for the MERV 13 air filter option for \$9,396 and the UVC bulb replacement option for \$6,110.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

13. **2021-07-15-21.** Resolved, The BCCS Board of Trustees approves the expenditure of up to \$20,000 for Summer School field trips for all academies and grade levels, including these scheduled trips:

Destination	Number of Scholars	Date	Grades	Cost
Liberty State Park	60	August 6, 2021	6 - 8	\$215
Bowling – Belleville, NJ	60	July 23, 2021	6 - 8	\$1,050

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

14. **2021-07-15-22.** Resolved, The BCCS Board of Trustees approves the expenditure of a curriculum consultant for the new high school environmental science class at a cost of \$3,000.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

15. **2021-07-15-23.** Resolved, The BCCS Board of Trustees approves the appointment of Serenity Carr as Treasurer of School Monies for SY 21-22 at a cost of \$2,400.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

16. **2021-07-15-24.** Resolved, The BCCS Board of Trustees approves of the School Messenger school communications contract for SY 21-22 with Intrado Interactive Services Corporation for \$3,435.

Motion by: S. Risalvato

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

17. **2021-07-15-25.** Resolved, The BCCS Board of Trustees approves the hiring of Garber Consulting for E-rate consulting for SY 21-22 at a cost of \$6,000.

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

18. **2021-07-15-26.** Resolved, The BCCS Board of Trustees approves of the Auditor Information Form due to the NJDOE by July 30, 2021.

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

19. **2021-07-15-27.** Resolved, The BCCS Board of Trustees approves the legal agreement with Adams, Gutierrez and Lattiboudere, LLC for SY 21 – 22.

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

20. **2021-07-15-28.** Resolved, The BCCS Board of Trustees approves submission of the SY21 Annual Report, subject to final proof-reading/revision.

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

Absent: J. Lisboa

21. **2021-07-15-29.** Resolved, The BCCS Board of Trustees re-approves for SY21-22 the school's systems and instruments to evaluate school leaders, faculty members and staff.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

22. **2021-07-15-30.** Resolved, The BCCS Board of Trustees approves replacement of an LCD annunciator panel outside the main door by Fire Security Technologies at a cost of \$2,500.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

23. **2021-07-15-31.** Resolved, The BCCS Board of Trustees approves the installation of a cell dialer system for the fire alarm panel system by Fire Security Technologies at an installation cost of \$2,100 and an annual service fee of \$980.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

24. **2021-07-15-32.** Resolved, The BCCS Board of Trustees approves the expenditure of up to \$5,000 for a 1-Day On-site team building day for incoming 9th grade students with Project U.S.E., and for other orientation activities.

Motion by: S. Risalvato

Seconded by: M. Johnson

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

No: None

Absent: J. Lisboa

1. Other Business/New Business

- a. The annual Board Retreat will be held on Thursday, October 7, 2021 from 4:00 to 8:00pm on school premises.
- b. The date of the Juneteenth school holiday will be discussed at the August Board meeting.

2. Public Comment on Non-Agenda Items - None

Adjournment at 8:29 pm.