

**Board Minutes****BOARD OF TRUSTEES MEETING
March 10, 2015 - 7:00 PM****Opening of Meeting/Opening Statement**

The New Jersey Open Public Meeting law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed and acted upon.

Review of the call for the meeting

This is a public meeting of the Board of Trustees of the Hoboken Charter School. At the public meeting action will be taken on a variety of motions. In accordance with the requirements of the Sunshine Law, the meeting was announced on July 18, 2014 at City Hall and the City Clerk's Office on Washington Street and by advertisement in the Hoboken Reporter and the Jersey Journal.

Board Member	Voting	Present	Absent
Jason Altberger	Voting	X	
John Berger	Voting	X	
Lauren Calmas	Voting	X	
Anthony Felella	Voting		X
Lisa McIntyre	Voting	X	
Jose Rivera	Voting	X	
Mark Silberberg	Voting		X
Christine Sheedy	Voting	X	
Amanda Thiede	Voting		X

Also present: Mort Marks, Deirdra Grode, & Chris Sell

Consideration of minutes from the last Board meeting

Minutes of the previous public Board meeting held February 10, 2015 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees meeting of February 10, 2015 be approved.

Moved by: Jason Altberger **Seconded by:** Jose Rivera

Action taken: See voting below

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting			X	
Anthony Felella	Voting				X
Lisa McIntyre	Voting			X	
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		4	0	2	3

LOWER AND MIDDLE SCHOOL

713 WASHINGTON STREET
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UPPER SCHOOL

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4TH AND GARDEN STREETS / 4TH FLOOR



A K – 12 SERVICE LEARNING SCHOOL

Designation of meeting dates for formal meetings and committees

I move that the public meetings of the Hoboken Charter School Board of Trustees during the 2014-2015 school year meet on the 2nd Tuesday of each month at 713 Washington Street, Hoboken, NJ. The 4th Tuesday of each month will be reserved for Board committee meetings. The times and places of those meetings will be at 7:00pm at the 713 Washington Street location.

Moved by: Christine Sheedy **Seconded by:** Lisa McIntyre

Action taken: Unanimous

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

Designation of permanent meeting place for formal meetings

I move that public meetings of the Hoboken Charter School Board of Trustees be held at Hoboken Charter School located at 713 Washington Street, Hoboken unless otherwise specified.

Moved by: Christine Sheedy **Seconded by:** Lisa McIntyre

Action taken: Unanimous

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

1. Public comment/questions on agenda items for the meeting

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A 15 minute period of time is provided for the public to ask questions on agenda items or make statements to the Board of Trustees. If there are many speakers, the chair will ask for a 3 minute speaking limit per speaker. The board may extend the public comment portion by motion if necessary.

2. Enrollment as of February 10, 2015

<i>Grade</i>	<i>Current</i>	<i>Grade</i>	<i>Current</i>	<i>Grade</i>	<i>Current</i>
<i>Kindergarten:</i>	22	<i>Grade 5:</i>	22	<i>Grade 9:</i>	25
<i>Grade 1:</i>	22	<i>Grade 6:</i>	22	<i>Grade 10:</i>	25
<i>Grade 2:</i>	22	<i>Grade 7:</i>	22	<i>Grade 11:</i>	25
<i>Grade 3:</i>	22	<i>Grade 8:</i>	22	<i>Grade 12:</i>	14
<i>Grade 4:</i>	22			<i>Total</i>	287

3. School Calendar Reminder:

- Thursday, March 12, 2015 – Staff professional development - 1pm dismissal for the Lower, Middle – Movie day is available.
- Saturday, March 14, 2015 – Water Wings
- Wednesday, April 1, 2015 – Upper School Open House – 6-8pm
- Thursday, April 2, 2015 – Lower, Middle and Upper School 1:00pm dismissal – after school activities are cancelled.
- Friday, April 3, 2015-Friday, April 10, 2015 – Lower, Middle and Upper School closed for spring recess.
- Tuesday, April 14, 2015 - Board of Trustees Meeting – 7:00pm at 713 Washington Street
- Thursday, April 16, 2015 - Staff professional development - 1pm dismissal for the Lower, Middle – Movie day is available.
- Tuesday, May 12, 2015 - Board of Trustees Meeting – 7:00pm at 713 Washington Street
- Thursday, May 14, 2015 - Staff professional development - 1pm dismissal for the Lower, Middle – Movie day is available.
- Friday, May 22, 2015 - 1:00pm dismissal – after school activities are cancelled.
- Monday, May 25, 2015 – School Closed for Memorial Day.

4. Report from K-12 Executive Director

As part of the Upper School's Advisory program, the Upper School students participated in "Pink Shirt Day". "Pink Shirt Day" is an international day focusing on taking a stand against bullying. In their advisory groups, the Upper School students created a project (artistic, interactive, video, performance, etc.) focusing on a specific type of bullying (cyber, verbal, physical, and prejudicial). On February 25th, the middle school students were invited to the Upper School to participate in HCS Upper School's "Pink Shirt Day". The middle school students were treated to some great presentations and activities. The HCS middle school students left the afternoon of sessions (9 in total) more informed as to the dangers of bullying and became part of a larger community of concerned activists.

During the February Parents Association meeting, HCS administrators led a session for parents on the PARCC. The session was aimed to give a through overview of: its origins and rationale, what the test looks like and how HCS has been preparing students. We were also available to answer any questions that emerged. The session was well-attended and productive.

5. Report from Lower and Middle School Principal

Grades 3-5 participated in the PARCC testing during the first week of March, and grades 6-8 have started testing this week. Testing has gone smoothly so far, and although the tests are more challenging than those of the past, students have stated, I have confidence that our teachers have done an exceptional job preparing our students for the challenges of the Common Core State Standards and PARCC.

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4TH AND GARDEN STREETS / 4TH FLOOR



So much has been happening in the art room between MLK and Water Wings – including cultural projects related to Mardi Gras and Chinese New Year, high powered lessons combining art and math (via pop-ups and paper engineering), while the kindergarten learned about Koko the gorilla as well as some basic sign language and sent pictures to Koko with the hope that she will send a picture back to them, and the Disciples of Doolittle after school program have been learning about animals and rendering them in many forms. Selected from thousands of entrees across the globe (U.S., China, Korea, Japan, Argentina, and all over Europe) our own Liam Malinsky (from the kindergarten) received an honorable mention in the Frogs Are Green: Environmentally Friendly Art Contest and his image will tour the world as well... *Congrats Liam!* Following Mr. Duff's Global Citizens Network trip to Mexico to build a school for the Nahua Indians, the middle school "Arts of Mexico" class mural inspired by the handicrafts of the Nahua people is 99% finished. Once the snow clears, the group will spend a Saturday to complete the project. In the meantime, the class has been learning about the Aztec and Mayan peoples as well as the performing arts and handicrafts of Mexico. The "You Go, Girl!" group just completed their "Breakfast Party" inspired by the feminist art collaboration "The Dinner Party" by Judy Chicago, Miriam Schapiro and others. The group will be going to Seneca Falls in the spring to the site of the first Women's Convention and homes of the suffragettes.

6. Report from UpperSchool Principal

1. As part of our students' senior project, the students have been meeting and working with Ms. Septimus, the Upper School Service Learning Coordinator, and their senior advisory mentors with regards to the seniors' service learning projects.
2. PARCC testing has begun at the Upper School. All of our 9th graders have been tested, while the remaining students (10th and 11th grade) testing will be completed by March 20th.
3. As part of an inter-disciplinary unit (World Language and English), our 11th graders went to the Repertorio Espanol (138 E 27th St, New York, NY) to see the play *In The Time of the Butterflies*. This play is based on the 1994 homonymous novel by Julia Álvarez. This play is a historical account of four sisters under the regime of Rafael Leónidas Trujillo, also known as "El Jefe" [The Boss], through decades of violence in the Dominican Republic.
4. Two of our 9th graders (Nikole Cabeza and Christian Marrero) and one staff member (Allison Addona) were invited to participate in a poetry reading inspired by "a sense of place" at the Hoboken Historical Museum. The event entitled "There's a Here here" allowed Nikole, Christian, and Ms. Addona to highlight their poetic skills.
5. Congratulations to the boys Varsity basketball team who participated in their first NJ Charter HS Invitational Tournament on February 19th and 20th and finished in third place.
6. Three of our Upper School students' (Aicha Toure, Adela Cruz, and D'Angelo Barrow) artwork had been selected to be on display during the month of February at the Hoboken Public Library. Each month the library selects local artists' work to display, and they selected our students' artwork from a large pool of candidates.
7. The HCS Upper School students went to St. Matt's Parish Hall for a production of *Macbeth*. This production was performed by the cast and crew of Shakespeare Live.
8. Congratulations to 10th graders Kalisha Camacho and Rozlin Hall. Their artwork has been selected to be displayed at the Art Educators of New Jersey (AENJ) State Exhibit at the Trenton State House.

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4TH AND GARDEN STREETS / 4TH FLOOR



7. Report From Business Administrator

Financial Notes
2/28/15

Period	Book Cash Bal	Fund Balance
07.31.14	475,767	326,464
08.31.14	293,119	209,641
09.30.14	423,083	294,389
10.31.14	319,030	263,492
11.30.14	409,417	326,365
12.31.14	460,507	495,938
01.31.15	473,817	352,188
02.28.15	631,245	463,857

The month of February shows a healthy fund balance. Spending is reasonably on target. Cleaning services are still a work in progress with a minimum of three people working in two buildings. Facilities issues have been a major focus with boiler issues. This will probably need a public bid based upon the cost and planned well in advance if work is to be done in the summer. The 2015-2016 budget is due at the end of the month.

8. Questions from Board and Public on Reports: 10 minutes will be allotted for questions related to the Executive Director, Lower and Middle School Principal, Upper School Principal and Business Administrator's report.

9. Consideration of Motions Related to Instruction:

- I move that the Board approves the professional development request for SK Duff, K-12 Director of Service Learning and K-8 Art Teacher, to attend the National Youth Leadership Council's Annual National Service-Learning Conference. SK Duff has been selected to present in the Open Space: Proving More Powerful Together session. In this session, he will communicate how he engages, inspires and informs youth to take on service initiatives. Mr. Duff would represent HCS as he would discuss classes like "You Go, Girl!" and "Monkey Business: An Answer to Apathy" as well as HCS work with H2O for Life via Ubuntu/Water Wings coursework. He has also been asked to speak about the Global Citizens Network Teachers Initiative Award and how his time in Mexico manifested into service and curricular work at HCS. The conference will be in Washington, DC from April 9-11, 2015. The cost is \$1,349.70.*

Moved by: **Lisa McIntyre** **Seconded by:** **John Berger**

Action taken: **Unanimous**

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4TH AND GARDEN STREETS / 4TH FLOOR

**A K – 12 SERVICE LEARNING SCHOOL**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

2. *I move that the Board approves the copy of the Board Resolution Approving the Submission of Special Education Medicaid Initiative (SEMI) Waiver:*

Whereas the Hoboken Charter School approved the submission of Special Education Medicaid Initiative (SEMI) Waiver to NJDOE which will exempt the Hoboken Charter School from participating in the SEMI Program. Participation is mandated for districts with more than 40 Medicaid eligible students.

Be it resolved that the Hoboken Charter School Board of Trustees has approved the submission of the Special Education Medicaid Initiative (SEMI) waiver to the NJDOE which will exempt the Hoboken Charter School from participating in the SEMI Program. Participation is mandated for districts with more than 40 Medicaid eligible students.

Moved by: Lisa McIntyre **Seconded by:** John Berger

Action taken: Unanimous

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL****10. Consideration of Motions Related To Board Operations:**

1. *I move that the board moves and certifies that all corrective actions listed on the charter school corrective action plan for the fiscal year ending 6/30/14 have been fully implemented with no exceptions. See below:*

The board moves and certifies that all corrective actions listed on the charter school corrective action plan for the fiscal year ending 6/30/14 have been fully implemented with no exceptions.

Corrective Action Plan

NAME OF SCHOOL: HOBOKEN CHARTER SCHOOL
TYPE OF AUDIT: ENROLLMENT COUNTS & FOOD SERVICE
AUDIT FY: 7/1/2013-6/30/2014
DATE OF BOARD MEETING: 03/10/15
CONTACT PERSON: MORTON MARKS

COUNTY: HUDSON

TELEPHONE NUMBER: 201-963-0222 ext. 211

RECOMMENDATION NUMBER	CORRECTION ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1. Administrative Practices and Procedures: Some employee records were destroyed by the 9/6/12 fire. Reestablishment of personnel files.	School is responsible for providing necessary documentation and updating.	Business Office to collect replacements	Morton Marks	Implemented as of 3/10/15
2. Administrative Practices and Procedures: Two valid registrations forms were not provided. Used alternative methods of verification.	School is responsible for providing necessary documentation and updating	Better coordination between receiving app and reporting to the DOE.	Morton Marks	Implemented as of 3/10/15
3. Administrative Practices and Procedures: Enrollment Days Reported in error for four students, 1 students were over enrolled and 3 students under enrolled	School is responsible for providing necessary documentation and updating	Better coordination Use of School Register Summary procedures for verif. Add'l audits	Morton Marks	Implemented as of 3/10/15
4. Administrative Practices and Procedures: SPED Student transfer not marked Overstatement of days	School is responsible for providing necessary documentation and updating	Better coordination Use of SRS procedures for verif. Add'l audits	Morton Marks	Implemented as of 3/10/15
5. Administrative Practices and Procedures: SPED students (5) misclassified One did and did not receive services	School is responsible for providing necessary documentation and updating	Better Coordination Use of SRS Increased audits to verify.	Morton Marks	Implemented as of 3/10/15
6. Administrative Practices and Procedures: SPED students misclassified One did and did not receive services	School is responsible for providing necessary documentation and updating	Better Coordination Use of SRS Increased audits to verify.	Morton Marks	Implemented as of 3/10/15

Moved by: Jason Altberger Seconded by: Jose Rivera

Action taken: Unanimous

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A K – 12 SERVICE LEARNING SCHOOL

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

2. *I move that the Board approves the Board Secretary Report, as of February 28, 2015, as received, and as per DOE requirements. See attached file at the end of the minutes.*

Moved by: **Jason Altberger** **Seconded by:** **Jose Rivera**

Action taken: **Unanimous**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

3. *I move that the Board approves the Treasurer's Report, as of February 28, 2015, as listed below in the minutes, and as per DOE requirements.*

Moved by: **Jason Altberger** **Seconded by:** **Jose Rivera**

Action taken: **Unanimous**

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4TH AND GARDEN STREETS / 4TH FLOOR

**A K – 12 SERVICE LEARNING SCHOOL**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

4. *I move that the Board approves the Budget Transfers as listed below in the minutes, and as per DOE requirements.*

Moved by: **Jason Altberger** **Seconded by:** **Jose Rivera**

Action taken: **Unanimous**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

5. *Pursuant to N.J.A.C. 6A:23-2.11(c)3, the Board acknowledges and accepts the certification from the Board Secretary that as of February 28, 2015, this board secretary report that no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23-2.11(a).*

Moved by: **Jason Altberger** **Seconded by:** **Jose Rivera**

Action taken: **Unanimous**

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4TH AND GARDEN STREETS / 4TH FLOOR

**A K – 12 SERVICE LEARNING SCHOOL**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

Acceptance of Reports

6. *Resolved, that the Board acknowledges the receipt of the Report of the Treasurer and the Report of the Board Secretary for the month ending February 28, 2015.*

Moved by: Jason Altberger Seconded by: Jose Rivera

Action taken: Unanimous

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

Certification of Reports

7. *Further Resolved, the Board certifies that no budgeted line item, major account or fund has been over extended in violation of N.J.A.C 6A:23-2.11(a) and (b) and that sufficient funds are available to meet the school's financial obligations for the remainder of the year.*

Moved by: Jason Altberger Seconded by: Jose Rivera

Action taken: Unanimous

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4TH AND GARDEN STREETS / 4TH FLOOR

**A K – 12 SERVICE LEARNING SCHOOL**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

8. *I move that the Board approves the bills as listed below in the minutes, and as per DOE requirements.*

Moved by: *Jason Altberger* **Seconded by:** *Jose Rivera*

Action taken: *Unanimous*

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

11. Student Suspensions:

12M – HCS K-12 CSC #'s 1, 2, 3, 5, 11, 17 – 1 day out-of-school suspension

12. Board Committee Reports:

- Finance Anthony Felella
- Facilities Jason Altberger
- Management Mark Silberberg
- Communication Lauren Calmas
- Nominating Committee Lisa McIntyre
- Legal John Berger

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4TH AND GARDEN STREETS / 4TH FLOOR



A K – 12 SERVICE LEARNING SCHOOL

- Governance Lauren Calmas
- PA Representative Christine Sheedy
- Community Outreach Lisa McIntyre
- High School Committee Jose Rivera

⇒ Meeting went into closed session at 8:40pm via motion from Christine Sheedy , seconded by John Berger
Re-opened at 9:50pm via motion from Christine Sheedy and seconded by John Berger.

13. New Business to come before the Board for action:

14. Executive Session

- Matters related to personnel
- Executive matters

Adjournment of Meeting:

Whereas, the business of the regular meeting has been concluded, now, therefore be it resolved that the HCS Board of Trustees adjourned their meeting of Tuesday, March 10, 2015.

It is hereby certified that the foregoing resolution was duly adopted by the HCS Board of Trustees, by the vote below indicated at the regular meeting held on Tuesday, March 10, 2015.

Moved by: **Jason Altberger** **Seconded by:** **Jose Rivera**

Action taken: **Unanimous**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting	X			
Lauren Calmas	Voting	X			
Anthony Felella	Voting				X
Lisa McIntyre	Voting	X			
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
Amanda Thiede	Voting				X
		6	0	0	3

Certified by Board Secretary

Date: March 10, 2015

Adjournment: 9:50pm

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