



Board Minutes

**BOARD OF TRUSTEES MEETING
July 14, 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 8, 2015 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	
		5	3

Also present: Deirdra Grode, Chris Sell & Morton Marks

LOWER AND MIDDLE SCHOOL

713 WASHINGTON STREET
HOBOKEN, NJ07030
201.963.0222
201.963.0880 (FAX)

UPPER SCHOOL

4TH AND GARDEN STREETS / 4TH FLOOR
HOBOKEN, NJ07030
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**A K – 12 SERVICE LEARNING SCHOOL****Consideration of minutes from the last Board meeting**

Minutes of the previous public Board meeting held June 9, 2015 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees meeting of June 9, 2015 be approved.

Moved by: **Anthony Felella** **Seconded by:** **Christine Sheedy**

Action taken: **See action taken 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			
		4	0	1	3

Designation of time, date and location for formal meetings and committees

I move that the public meetings of the Hoboken Charter School Board of Trustees during the 2015-2016 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: **Anthony Felella** **Seconded by:** **Christine Sheedy**

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			
		5	0	0	3

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

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 July 14, 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>	25
<i>Grade 4:</i>	22			<i>Total</i>	298

3. School Calendar Reminder:

- July 1 – August 14, 2015 - Summer office hours Mon-Thurs 9-3pm and Fri 9-1pm
- July 20 – August 7, 2015 – HCS Summer Camp
- August 11, 2015 – Board Meeting at 713 Washington Street 7:00pm
- August 24-27, 2015 – Faculty orientation
- August 31, 2015 – First day of school for elementary and middle School
- September 2, 2015 – First day of school for upper school
- September 4, 2015 – Elementary and Middle school - 1:00 pm dismissal for Labor Day.
- September 4-7, 2015 – Upper school closed for Labor Day.
- September 7, 2015 – Elementary and Middle school closed for Labor Day.
- September 8, 2015 - Board Meeting at 713 Washington Street 7:00pm
- September 10, 2015 - Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School Students
- September 14, 2015 – Schools closed for Rosh Hashanah
- September 23, 2015 – Schools closed for Yom Kippur

4. Report from K-12 Executive Director

In June, HCS had representatives from the Hoboken Police Department, the NJDOE Office of School Preparedness and Emergency Planning and the Hudson County Prosecutor's Office come to observe a security drill. Deirdra Grode, Jenna Blackman, SK Duff, Sean Gavarny and Courtney Leahy participated in this drill observation and met with the school safety and security experts after to review ways in which we can continue to make our school safer. The team commended the school and staff on its readiness and preparedness overall and provided many great strategies that we'll incorporate into procedures/protocol this summer and will share with the full K-12 team at orientation.



The end of the school year was busy with Field Day, 8th and 12th grade graduation ceremonies, senior presentations to members of the Board and faculty/staff panelists, an end of the year dance for grades 9-12, a middle school science fair, numerous publishing parties and a variety of field trips. It was a great end to another successful school year for our student and staff.

5. Report from Lower and Middle School Principal

HCS's first band competition was a huge success! Mr. Gavarny brought 76 middle school students to Pennsylvania for this competition where all three ensembles earned an "Excellent" rating and earned trophies for the school. Combined with the beginner band, our HCS band program has 100 students participating. The students celebrated their hard work with an end of year band Party in June.

6th through 8th graders had an opportunity to earn the President's Award for Educational Excellence and attend an end-of-the-year honorary breakfast with Ms. Grode at Stacks Pancake House and Cafe. At this breakfast, students were awarded a certificate with signatures from the U.S. Department of Education Secretary of Education as well as the President of the United States. Students could earn this award by earning a coursework cumulative average of 90% across their classes for the year and by completing a designated number of service hours specific to their grade level. Service work included: serving as teacher assistants in projects after school, serving meals or organizing materials at the local homeless shelter, leading fundraisers and drives for a cause of choice, participating in local clean-up days and participating in walkathons. Students who earned honor roll for third trimester and students with perfect attendance were also recognized at the breakfast.

6. Report from Upper School Principal

On June 16th, our seniors presented their service-based senior projects. These capstone projects were a culmination of the seniors' academic experiences here at HCS and provided the students with an opportunity to merge their various interests, passions, and curiosities with their academic lives while demonstrating autonomy and critical analysis skills.

On June 19th, the Hoboken Charter School held their Upper School's Commencement ceremony.

Congratulations to Mariam Ahmed, Class of 2015, who was awarded this year's Rotary scholarship.



7. Report From Business Administrator

**Financial Notes
6/30/15**

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
03.31.15	764,424	481,246
04.30.15	863,837	697,950
05.31.15	810,275	686,042
06.30.15	961,281	820,165

The month of June shows the estimated final balances prior to the audit. These include the final 6/30 enrollment count. The net difference in enrollment counts was (.5) meaning that the net enrollment did not change from 10/15/14. There were changes between enrollment between districts and the total adjustment aid. The major long term change was due to the increase in the upper school enrollment. Expense changes centered on the increased maintenance and facility costs. This FY end was one of the most successful in years, especially since the move to 713 Washington Street.

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.

**A K – 12 SERVICE LEARNING SCHOOL****9. Consideration of Motions Related to Instruction:**

1. *I move that the board approves the submission of a NJDOE waiver application (N.J.A.C.6H-9-6 5C) to the County Office for the hiring of school staff and/or substitutes while formal criminal history is processed.*

- *Jennifer Tarangelo*
- *Jennifer La Gratta*
- *Brittany Boylan*
- *Chris DiPiazza*

Moved by: *Christine Sheedy* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

2. *I move that the Board approves the following personnel for the daily assignments as school staff and/or substitutes pending completion of a county sub license and/or criminal background check.*

- *Jennifer Tarangelo*
- *Jennifer La Gratta*
- *Brittany Boylan*
- *Chris DiPiazza*

Moved by: *Christine Sheedy* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL**

3. *I move that the board approves Jennifer Tarangelo as Instructional Aide for the 2015-2016 school year.*

Moved by: *Christine Sheedy* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

4. *I move that the board approves Chris DiPiazza as Teacher for the 2015-2016 school year.*

Moved by: *Christine Sheedy* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL**

5. *I move that the board approves Jennifer La Gratta as Instructional Aide for the 2015-2016 school year.*

Moved by: *Christine Sheedy* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

6. *I move that the board approves Brittany Boylan as Apprentice Teacher for the 2015-2016 school year.*

Moved by: *Christine Sheedy* **Seconded by:** *Jason Altberger*

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			
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**A K – 12 SERVICE LEARNING SCHOOL**

7. *I move that the Board approves the professional development request for Amanda Thiede, Teacher, to attend the Orton Gillingham Advanced Continuum Training – Multisensory Reading Instruction in Secaucus, NJ from August 10-13, 2015. The cost is \$975.00.*

Moved by: *Christine Sheedy* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

10. Consideration of Motions Related To Board Operations:

1. *I move that the Board approves the Annual Report for the 2014-2015 school year.*

Moved by: *Anthony Felella* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL**

2. *I move that the Board approves Hoboken Charter School’s Self-Assessment Score under the Anti-Bullying Bill of Rights Act.*

Moved by: **Anthony Felella** **Seconded by:** **Jason Altberger**

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			
		5	0	0	3

3. *I move that the Board approves the Board Resolution approving Essex Regional Educational Services Commission as a Home Instruction Provider for the 2015-2016 school year.*

Moved by: **Anthony Felella** **Seconded by:** **Jason Altberger**

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			
		5	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL**

4. *I move that the Board approves the Board Resolution Approving Hoboken University Medical Center to provide school physician services for the 2015-2016 school year.*

Moved by: *Anthony Felella* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

5. *I move that the Board approves the Board Resolution Approving the IDEA Grant Application for the 2016 fiscal year.*

Moved by: *Anthony Felella* **Seconded by:** *Jason Altberger*

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			
		5	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL**

6. *I move that the Board approves the Board Resolution approving WeeCare Therapy Services to Provide Occupational Therapy as a Related Service for the 2015-2016 school year.*

Moved by: **Anthony Felella** **Seconded by:** **Jason Altberger**

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			
		5	0	0	3

7. *I move that the Board approves the Board Resolution approving Colette Robinson, Doctor of Physical Therapy, LLC, to provide physical therapy as a related service for the 2015-2016 school year.*

Moved by: **Anthony Felella** **Seconded by:** **Jason Altberger**

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			
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**A K – 12 SERVICE LEARNING SCHOOL**

8. *I move that the Board approves the Board Secretary Report, as of June 30, 2015, as received, and as per DOE requirements. See attached file at the end of the minutes.*

Moved by: Anthony Felella **Seconded by:** Jason Altberger

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			
		5	0	0	3

9. *I move that the Board approves the Treasurer's Report, as of June 30, 2015, as listed below in the minutes, and as per DOE requirements.*

Moved by: Anthony Felella **Seconded by:** Jason Altberger

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			
		5	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL**

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

Moved by: Anthony Felella **Seconded by:** Jason Altberger

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			
		5	0	0	3

11. 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 June 30, 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: Anthony Felella **Seconded by:** Jason Altberger

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			
		5	0	0	3

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**A K – 12 SERVICE LEARNING SCHOOL*****Acceptance of Reports***

12. Resolved, that the Board acknowledges the receipt of the Report of the Treasurer and the Report of the Board Secretary for the month ending June 30, 2015.

Moved by: Anthony Felella ***Seconded by:*** Jason Altberger

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			
		5	0	0	3

Certification of Reports

13. 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: Anthony Felella ***Seconded by:*** Jason Altberger

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			
		5	0	0	3

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

Moved by: **Anthony Felella** **Seconded by:** **Jason Altberger**

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			
		5	0	0	3

11. Board Committee Reports:

- | | |
|-------------------------|------------------|
| • Finance | Anthony Felella |
| • Facilities | Jason Altberger |
| • Management | Mark Silberberg |
| • Communication | Lauren Calmas |
| • Nominating Committee | Lisa McIntyre |
| • Legal | John Berger |
| • Governance | Lauren Calmas |
| • PA Representative | Christine Sheedy |
| • Community Outreach | Lisa McIntyre |
| • High School Committee | Jose Rivera |

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

13. Executive Session

- Matters related to personnel
- Executive matters

⇒ Meeting went into closed session at 8:30pm via motion from Christine Sheedy , seconded by Jason Altberger. Re-opened at 8:45pm via motion from Christine Sheedy and seconded by Jason Altberger.



A K – 12 SERVICE LEARNING SCHOOL

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, July 14, 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, July 14, 2015.

Moved by: Christine Sheedy Seconded by: Jason Altberger

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			
		5	0	0	3

Certified by Board Secretary _____

Date _____

Adjournment 8:45p.m.

LOWER AND MIDDLE SCHOOL

713 WASHINGTON STREET
HOBOKEN, NJ07030
201.963.0222
201.963.0880 (FAX)

UPPER SCHOOL

4TH AND GARDEN STREETS / 4TH FLOOR
HOBOKEN, NJ07030
201.963.0222
201.963.0695 (FAX)