



Board Minutes

**BOARD OF TRUSTEES MEETING
April 12, 2016 - 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	

Also present: Deirdra Grode, Mollie Small, Morton Marks & Chris Sell

Consideration of minutes from the last Board meeting

Minutes of the previous public Board meetings held March 8, 2016 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees meetings March 8, 2016 be approved.

Moved by: Lisa McIntyre Seconded by: Mark Silberberg

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			
		6	0	0	2

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. The HCS Board will hold a second meeting March 15th. All meetings will take place 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: **Lisa McIntyre** **Seconded by:** **Mark Silberberg**

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			
		6	0	0	2

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 January 12, 2015

<i>Grade</i>	<i>Current</i>	<i>Grade</i>	<i>Current</i>	<i>Grade</i>	<i>Current</i>
<i>K</i>	22	<i>5</i>	22	<i>9</i>	25
<i>1</i>	22	<i>6</i>	22	<i>10</i>	25
<i>2</i>	22	<i>7</i>	22	<i>11</i>	25
<i>3</i>	23	<i>8</i>	22	<i>12</i>	23
<i>4</i>	22			<i>Total</i>	297

3. School Calendar Reminder

- April 14 – Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School students
- April 23 – Earth Day – Details forthcoming
- May 10 – Board Meeting at 713 Washington Street 7pm
- May 12 – Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School students
- May 12 – Spring Open House for the Upper School 6:30-8pm
- May 27 – Lower, Middle and Upper School will have a 1pm dismissal for Memorial Day weekend. **No after school activities.**
- May 30 – Lower, Middle and Upper School will be closed for Memorial Day.
- June 7 – Summer Gathering (Rain Date June 8)
- June 9 – Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School students
- June 9 – Field Day (Rain Date June 10)
- June 14 – Board Meeting at 713 Washington Street 7pm
- June 14-16 – 1:00pm dismissal for Elementary and Middle School students only.
- June 16 – Last Day of School for Lower and Middle School students
- June 16 – Graduation for the 8th grade students – details forthcoming
- June 20-22 – 1:00pm dismissal for Upper School students only
- June 22 – Last Day of School for Upper School
- June 22 – Graduation for Upper School Seniors – details forthcoming

4. Report from K-12 Executive Director

HCS is in process of preparing to participate in the Earth Day Celebration at Liberty State Park on April 23, 2016. This event supports service learning.

Under the leadership of Mr. Duff, HCS' annual Water Wings was a success again with \$3,000 being sent to the Emityot Primary School in Kenya.

5. Report from Lower and Middle School Principal

The middle school dance was held on Friday, April 8 at Room 84 in Hoboken with the theme of "New York, New York". A special thanks to the Parents Association for coordinating the event, with the help of Mr. Persico and the Student Government.



A K – 12 SERVICE LEARNING SCHOOL

The Third Grade class is partnering with the Hoboken Green Team to complete the Storm Drain Mural Project. This project raises awareness about water pollution, as students will paint environmentally themed murals on and around storm drains. They have done research on the causes of water pollution and the effects of storm drain contamination. All of their hard work has culminated into 2 storm drain sketches, which indicate that all drains empty to waterways. The third graders will paint their murals on Monday, April 18 at two nearby locations - 7th and Washington and 6th and Washington. Please see the attached sketches to see what they will be painting. We can't wait to see all of their hard work come to life!

6. Report from Upper School Principal

- a) 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.
- b) Juniors Rozlin Hall, Lizandra Maldonado, Amar'ee Williams, Kayla Collins, and Sophomores Kiara Caban and Kiara Widodo were honored at the Liberty Science Center by the Art Educators of New Jersey in celebration of YAM (Youth Art Month).
- c) Junior Rebeca Reyes was honored by Mayor Zimmer in recognition of Women's History Month.
- d) The Upper School was selected to draw a mural for the Hoboken Library. This mural should be completed by the end of April.
- e) Juniors Rebeca Reyes and Amar'ee Williams received the Rotary's RYLA Scholarship. This is a state wide youth leadership program for 11th graders. The annual conference will be held at the end of June at NJCU.
- f) The Upper School art students begin work on our drain mural in partnership with the Hackensack "Riverkeeper Program" and the Hoboken Green Team.
- g) In preparation for Earth Day at the Liberty Science Center, seniors Ivan Sanchez and D' Angelo Barrow have begun working with NJ Clean Communities. This event will be held on April 23rd.
- h) In continuing our partnership with local schools, the 5th – 7th graders from HOLA! joined our 9th and 10th graders in viewing NJ Shakespeare Live's production of "Romeo and Juliet".
- i) The 9th -11th grade boys participated in the Montclair State University's "Boys to Men Conference".
- j) The Upper Schools service learning group "Generation On" hosted Caroline Henderson, programming coordinator for "Generation On's" Youth Engagement and Clubs division.



- k) The Upper School's Interact Club will be working with Ivonne Hassett, the Chair of Youth Services for Rotary 7490. This partnership will consist of the Upper School co-planning and running with Lodi High School the annual Rotary Youth Conference at Bergen County Community College.
- l) The senior class took a trip to Wall Street as part of their Economics and Financial Literacy coursework.

7. Report From Business Administrator

Financial Notes
3/31/16

Period	Book Cash Bal	Fund Balance	Per Fr Resrv
07.31.15	761,500	752,407	
08.31.15	727,710	644,658	
09.30.15	690,232	827,241	x
10.31.15	530,758	779,140	x
11.30.15	532,328	653,234	x
12.31.15	694,792	806,166	x
01.31.16	676,761	739,651	x
02.29.16	891,599	941,453	x
03.31.16	959,147	910,533	x

The month of March shows an increase in the cash balance due to the early installment of Hoboken BOE tuition.

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. Student Suspensions

One upper school student has been suspended for 1 day for infractions 1, 2, 11 and 17 of the Code of Student Conduct.

10. 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.*

➤ *Stephanie Broas*

Moved by: *Lisa McIntyre* **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			
		6	0	0	2

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.*

➤ *Stephanie Broas*

Moved by: *Lisa McIntyre* **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			
		6	0	0	2



3. *I move that the Board approves Stephanie Broas as interim School Social Worker for the duration of the current School Social Worker's maternity leave.*

Moved by: *Lisa McIntyre* **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			
		6	0	0	2

4. *I move that the Board approves the professional day request for Meghan Ryan, Upper School Guidance Counselor, to attend the Strengthening Families Program: 2 Day Leader Certification. SFP is an evidence-based family skills training program found to significantly reduce problem behaviors, delinquency, and alcohol and drug abuse in children, and to improve social competencies and school performance. The training program will take place in West Orange, NJ on May 12 and 13, 2016 at a cost of \$250.00.*

Moved by: *Lisa McIntyre* **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			
		6	0	0	2

11. Consideration of Motions Related To Board Operations

1. I move that the Board approves the Married/Pregnant Students Policy.

Moved by: *Lisa McIntyre* **Seconded by:** *Mark Silberberg*

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			
		6	0	0	2

2. I move that the Board approves the Administering of Medication Policy.

Moved by: *Lisa McIntyre* **Seconded by:** *Mark Silberberg*

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			
		6	0	0	2



3. *I move that the Board approves the Health Policy.*

Moved by: Lisa McIntyre Seconded by: Mark Silberberg

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			
		6	0	0	2

4. *I move that the Board approves the Equal Educational Policy.*

Moved by: Lisa McIntyre Seconded by: Mark Silberberg

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			
		6	0	0	2



A K – 12 SERVICE LEARNING SCHOOL

5. *I move that the Board approves the Nondiscrimination/Affirmative Action Policy (6121).*

Moved by: *Lisa McIntyre* **Seconded by:** *Mark Silberberg*

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			
		6	0	0	2

6. *I move that the Board approves the Nondiscrimination/Affirmative Action Policy (2224).*

Moved by: *Lisa McIntyre* **Seconded by:** *Mark Silberberg*

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			
		6	0	0	2



A K – 12 SERVICE LEARNING SCHOOL

7. *I move that the Board approves Chris Sell and Mollie Small as Affirmative Action Officers for the 2016-2017 School Year.*

Moved by: Lisa McIntyre Seconded by: Mark Silberberg

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			
		6	0	0	2

8. *I move that the Board approves the Affirmative Action Grievance Procedures Policy.*

Moved by: Lisa McIntyre Seconded by: Mark Silberberg

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			
		6	0	0	2



9. *I move that the Board approves the 2016-2019 Comprehensive Equity Plan.*

Moved by: *Lisa McIntyre* **Seconded by:** *Mark Silberberg*

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			
		6	0	0	2

10. *I move that the Board approves the Board Secretary Report, as of March 31, 2016, 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			
		6	0	0	2



A K – 12 SERVICE LEARNING SCHOOL

11. I move that the Board approves the Treasurer's Report, as of March 31, 2016, 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			
		6	0	0	2

12. 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			
		6	0	0	2



13. 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 March 31, 2016, 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			
		6	0	0	2

11.A Acceptance of Reports

1. Resolved, that the Board acknowledges the receipt of the Report of the Treasurer and the Report of the Board Secretary for the month ending March 31, 2016.

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			
		6	0	0	2

11.B Certification of Reports

1. *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			
		6	0	0	2

2. *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			
		6	0	0	2

11.C Certification of Reports

Move to accept the 2016-2017 Hoboken Board of Education lease with the noted changes.

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			
		6	0	0	2

⇒ Meeting went into closed session at 9:11pm via motion from Jason Altberger, seconded by Christine Sheedy. Re-opened at 10:46pm via motion from Christine Sheedy and seconded by Jason Altberger.

12. 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

13. New Business to come before the Board for action

14. Executive Session

- Matters related to personnel
- Executive matters



15. 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, April 12, 2016.

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, April 12, 2016.

Moved by: **Jason Altberger** **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			
		6	0	0	2

Certified by Board Secretary _____

Date 4/12/16 *Adjournment* 11:10 pm