



Board Minutes

**BOARD OF TRUSTEES MEETING
May 10, 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	
		5	3

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 April 21, 2016 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees meetings April 21, 2016 be approved.

Moved by: **Mark Silberberg** **Seconded by:** **Anthony Felella**

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. The HCS Board will hold a second meeting March 15th (at 7:00pm) and April 21st (at 6:00pm). 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: **Mark Silberberg** **Seconded by:** **Anthony Felella**
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

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 May 10, 2016

Grade	Current	Grade	Current	Grade	Current
<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

- 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



A K – 12 SERVICE LEARNING SCHOOL

- 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 – Middle School Honors Breakfast – Stack's Pancake House
- June 16 – Last Day of School for Lower and Middle School students
- June 16 – Graduation for the 8th grade students – Rue Building, 301 Garden Street 4:00pm
- June 21-23 – 1:00pm dismissal for Upper School students only
- June 23 – Last Day of School for Upper School
- June 23 – Graduation for Upper School Seniors – Rue Building, 301 Garden Street 4:00pm

4. **Report from K-12 Executive Director**

Officials at the United States Department of Education made personal calls to select exceptional teachers around the country recognizing their work in the classroom and beyond. Three Hoboken Charter School teachers received personal calls praising their stellar work. These teachers were Jessica Koczwar, Matthew Persico and Mira Septimus.

Our first official Earth Day Celebration was successful. Once the rain subsided, the HCS tent had heavy traffic. Many patrons and the park authorities commented that ours was one the most popular booths. Many thanks to all the students involved, particularly the 4th grade earth ambassadors, the "Reality TV Approach to Art" Artsbridge kids, the Steampunk club, and the upper school. An extra shout out should go to Ms. Swentzel and all the K-12 teacher volunteers.

5. **Report from Lower and Middle School Principal**

May is a big month for music!

- 5/13 - 1st and 2nd grade field trip to Carnegie Hall - program called Musical Explorers
- 5/20 - 5th-8th grade 2nd annual Band Competition and Dorney Park
- 5/23 - 3rd and 4th grade field trip to Carnegie Hall - 4th grades came in first place in their audition video and will be performing on stage that day!

SK Duff, K-8 Art Teacher, has been selected by the State of NJ Commission on Holocaust / Genocide Education as the recipient of the annual Maud Dahme award. This award is presented to an individual who has demonstrated the moral courage and sense of humanity of an upstander in educating others. According to the Commission, his efforts have extended to not only participation in programs and community activities dealing with issues of bias and prejudice, but also his leadership in implementing and coordinating activities to reduce inhumanity in the world are recognized. Mr. Duff will be recognized and honored at the year-end meeting of the Commission in June.

In Art News:

- The Monkey Business classes from last trimester will be visiting the Woodstock Farm Animal Sanctuary on Friday May 13th.
- The 1st and 2nd graders will be hosting their RECYCLED/RESEEN art fairs on May 23rd and May 26th.
- The 5/6 & 7/8 "Pictures of a Floating World" classes have started compiling a book of their sumi-e (ink and brush) drawings and Asian forms of writing for publication.

Fourth graders Aly, Haven, Luke, and Tessa participated on Friday the 22nd in the Hoboken Rotary Spelling Bee. Luke ended up making it to the top 5.

6. Report from Upper School 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. The Upper School has completed its PARCC testing for the academic year. There were no issues with the administration of the exam.
3. The following HCS-Upper School students recently received the "Judges Award" at the Hudson County Teen Arts Festival: Senior – Kiane Brown; Juniors - Lizandra Muldanado and Amaree Williams; and Sophomores -Kiara Widodo and Elaine Condo.
4. The Upper School drew a mural for the Hoboken Library's new Teen Center.
5. The Upper School painted a drain mural in partnership with the Hackensack Riverkeeper and the Hoboken Green Team.
6. As part of their senior service learning project, seniors Janiah Lee-Bryant and Kristina Velez hosted Abbe Rivers, owner of Empire Coffee and Tea Company to discuss the challenges and advantages of being a female boss.
7. Seniors Ivan Sanchez and D' Angelo Barrow worked at NJ Clean Communities in preparing for Earth Day at the Liberty Science Center.
8. The Upper School's service learning club in conjunction with "Generation On" hosted Caroline Henderson, "Generation On's" Program Coordinator for Youth Engagement and Clubs. Mrs. Henderson discussed future programs and ideas as well as collaborating with other student service learning groups.
9. The Upper School's Interact Club met with Ivonne Hassett, the Chair of Youth Services for Rotary 7490 Rotary co-planning and running the annual Conference in Bergen County Community College on May 26th.

10. Some of our Upper School students joined CarePoint Health and Stevens Institute of Technology in helping to raise awareness about sexual violence at the “Take Back the Night”.
11. As part of her senior service, Upper School student Giselle Price received a grant from “Donor’s Choose” for her mural project.
12. Upper school students decorated a “Vicky” for the Hoboken Museum’s Victorian celebration.
13. Students volunteered with “Shady Tree’s” Diana Davis and planted flowers along Washington Avenue.

7. Report From Business Administrator

Financial Notes

4/30/16

Period	Book Cash Bal	Fund Balance
07.31.15	761,500	752,407
08.31.15	727,710	644,658
09.30.15	690,232	827,241
10.31.15	530,758	779,140
11.30.15	532,328	653,234
12.31.15	694,792	806,166
01.31.16	676,761	739,651
02.29.16	891,599	941,453
03.31.16	959,147	910,533
04.30.16	1,304,051	997,048

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

- Four upper school students have been suspended for 3 days for infractions 1 and 10 of the Code of Student Conduct.
- Two upper school students have been suspended for 3 days for infractions 1 and 10 of the Code of Student Conduct.

10. Consideration of Motions Related to Instruction:

1. *I move that the Board approves the contracts for the 2016-2017 academic year.*

Moved by: Mark Silberberg 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

2. *I move that the Board approves Jennifer Tarangelo as Teacher.*

Moved by: **Mark Silberberg** 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

3. *I move that the Board approves Daniel Quentin Greif as Teacher.*

Moved by: **Mark Silberberg** 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

4. *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.*

- *Daniel Quentin Greif*
- *Natasha DiGenio*

Moved by: **Mark Silberberg** **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

5. *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.*

- *Daniel Quentin Greif*
- *Natasha DiGenio*

Moved by: **Mark Silberberg** **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

6. *I move that the Board approves the professional development request for Danielle Swentzel, teacher, to attend the Reading and Writing Project Summer Institute Workshop at Teachers College in New York, NY from June 27 – July 1, 2016 at a cost of \$825.00.*

Moved by: **Mark Silberberg** **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

7. *I move that the Board approves the professional development request for Jennifer Tarangelo, teacher, to attend the Reading and Writing Project Summer Institute Workshop at Teachers College in New York, NY from June 20-24, 2016, June 27 – July 1, 2016 or August 8 -12, 2016 (depends on which one she is accepted into) at a cost of \$825.00.*

Moved by: **Mark Silberberg** **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

8. *I move that the Board approves the professional development request for Kevin Flynn, Physical Education/Health Teacher, to attend the Society of Health and Physical Educators Eastern District Conference at Bally's Atlantic City in Atlantic City, NJ from May 22-24, 2016 at a cost of \$711.00.*

Moved by: **Mark Silberberg** **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

9. *I move that the Board approves the contract for Home Instruction Services to be provided by Essex Regional Educational Services Commission.*

Moved by: **Mark Silberberg** **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

11. Consideration of Motions Related To Board Operations

1. *The board moves to add the following sub-section to the paragraph enumerating circumstances justifying termination:*

d. unilateral termination by the charter school, effective immediately upon written notification to the employee and without any right by the employee to further compensation, in the event of a termination “for cause”, including, by way of non-exclusive examples: misrepresentation of employment history, educational or professional credentials, or criminal background; a conviction of any crime or offense which would subject the employee to forfeiture under N.J.S.A. § 2C:51-2; or

a breach of any provision of the Faculty/Staff Expectations, the New Jersey Administrative Code; or any conduct that rises to the level of gross and/or criminal negligence or otherwise jeopardizes the safety and well-being of the charter school's students or community.

Moved by: **Mark Silberberg** **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

2. *I move that the Board approves the professional development request for Morton Marks, Business Administrator, to the Qualifying Purchasing Agent classes New Jersey Association of Business Officials 2016 Conference in Atlantic City, NJ on June 8-10 2016 at a cost of \$500.*

Moved by: **Mark Silberberg** **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

3. *I move that the Board approves the Board Secretary Report, as of April 30, 2016, as received, and as per DOE requirements.*

Moved by: **Mark Silberberg** **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

4. *I move that the Board approves the following:*

- Horizon MyWay HSA-Direct Access medical plan (high deductible plan) as an addition to the current plan as an employee option.*
- A HRA Reimbursement Plan for the full amount of the deductible for any employee who switches to the Horizon MyWay HAS-Direct Access Medical Plan.*
- A separate FSA card for other non-medical expenses such as dependent child care, transportation, and other non-emergency medical costs (dental/eye) employee funded.*

Moved by: **Mark Silberberg** **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

5. *I move that the Board approves the Treasurer's Report, as of April 30, 2016, as listed below in the minutes, and as per DOE requirements.*

Moved by: **Mark Silberberg** **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

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

Moved by: **Mark Silberberg** 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

7. *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 April 30, 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: **Mark Silberberg** 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

11.A Acceptance of Reports

- Resolved, that the Board acknowledges the receipt of the Report of the Treasurer and the Report of the Board Secretary for the month ending April 30, 2016.*

Moved by: **Mark Silberberg** 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

11.B Certification of Reports

- 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: **Mark Silberberg** 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

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

Moved by: **Mark Silberberg** **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

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

⇒ Meeting went into closed session at 10:30pm via motion from Jason Altberger, seconded by Mark Silberberg. Re-opened at 10:58pm via motion from Jason Altberger and seconded by Mark Silberberg.

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, May 10, 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, May 10, 2016.

Moved by: Mark Silberberg Seconded by: Christine Sheedy

Action taken: Unanimous:

Certified by Board Secretary: _____

Date: 05/10/16 Adjournment: 11:00pm