



**BOARD OF TRUSTEES MEETING  
November 15, 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 September 20, 2016 at City Hall and the City Clerk's Office on Washington Street and by advertisement in the *Hoboken Reporter* and the *Jersey Journal*.

**Consideration of minutes from the last Board meeting**

Minutes of the previous public Board meetings held October 18, 2016 are available for review and/or correction and approval.

*I move that the minutes of the Hoboken Board of Trustees Meeting on October 18, 2016 be approved.*

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Action taken \_\_\_\_\_

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

*I move that the Board of Trustees designates that formal Board of Trustees meetings during the 2016-2017 year occur at 7:00pm at 713 Washington Street on the following dates:*

- |                      |                  |
|----------------------|------------------|
| ▪ September 13, 2016 | ▪ March 21, 2017 |
| ▪ October 18, 2016   | ▪ March 28, 2017 |
| ▪ November 15, 2016  | ▪ April 25, 2017 |
| ▪ December 20, 2016  | ▪ May 16, 2017   |
| ▪ January 17, 2017   | ▪ June 20, 2017  |
| ▪ February 16, 2017  |                  |

*The Tuesdays before each meeting are reserved for committee meetings.*

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Action taken \_\_\_\_\_

**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 November 15, 2016**

<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>	22	<i>8</i>	22	<i>12</i>	25
<i>4</i>	23			<i>Total</i>	299

**3. School Calendar Reminder**

- November 17 – Staff professional development - 1pm dismissal
  - Movie Day is available for Lower and Middle School students
- November 17 – Lower and Middle School Open House at 713 Washington Street 6-7pm
- November 22- Charter Renewal Site Visit
- November 23 – Lower, Middle and Upper School will be closing promptly at 1:00pm. NO After-school activities.
- November 24&25 – Lower, Middle and Upper School will be closed for the Thanksgiving Day Holiday.
- December 8 – Staff professional development - 1pm dismissal
- Movie Day is available for Lower and Middle School students
- December 8 – Holiday Concert
- December 8 – Upper School Open House 6-7:30pm
- December 20 – Board Meeting at 713 Washington Street 7pm
- December 23 – Lower, Middle and Upper School will be closing promptly at 1:00pm. NO After-school activities.
- December 26-January 2 - Lower, Middle and Upper School will be closed for the Winter Break.
- January 5 – Lottery application deadline
- January 12 – Staff professional development - 1pm dismissal
  - Movie Day is available for Lower and Middle School students
- January 12 – Lottery 7pm at 713 Washington Street
- January 16 – MLK Holiday – Lower, Middle and Upper Schools Closed
- January 17 – Board Meeting at 713 Washington Street 7pm

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

In the month of October, the Upper School celebrated Hispanic Heritage Month highlighting a famous Hispanic person every day. To end this celebration, Upper School Spanish teacher Tamar Reyes went to the Kindergarten class and read them a book entitled *Smart about Art: Frida Kahlo: The Artist Who Painted Herself* by Margaret Frith. She facilitated a conversation about who Frida Kahlo was and how she was not afraid to express who she was through her self-portraits. (This built upon self-portraiture work K students had completed with K teachers, Courtney Salerno and Ashley Hartpence.) Ms. Reyes taught the students the phrase "Yo soy..." and had them highlight positive traits about themselves such as physical and personality traits. Ms. Reyes remarked in how thrilled she was in hearing them highlight such positive words like bonita, inteligente, excelente, feliz and simpática.

I will be adding a piece about a cool project between the 11<sup>th</sup> graders and K and 2<sup>nd</sup> graders that is in process and will be completed by the meeting.

The school continues its work in preparing for the charter renewal site visit later this month, November 22. An email was sent out to parents requesting participants to be interviewed by the renewal team, and a team has since been selected to share their experiences at HCS. Requested documents are being compiled to share with the NJDOE team. We look forward to meeting with the team and receiving valuable feedback on our program.

## **5. Report from Lower and Middle School Administration**

School Violence Awareness Week is celebrated annually by all schools in New Jersey during the third week of October. Teachers identified an activity for their class related to awareness of school violence by: promoting respect and tolerance of others, learning how to resolve conflicts peacefully and supporting safety inside and outside of school.

On October 20, the Lower and Middle Schools hosted their first Open House event. Many interested families from Hoboken and Jersey City attended the event to learn more about both the Lower and Middle School programs. Teachers from the respective grade bands met with families to explain components of the instructional and extracurricular programs as well as to provide tours of the school.

On October 24, the Lower and Middle Schools kicked off the schoolwide service learning initiative for the year on Make A Difference Day. This year's theme is "...And Justice For All," focusing on the intersection of legal and social issues. Each class will spend the year researching and reenacting a historic legal case that has had an impact on social justice. Members of the Student Government spoke regarding the upcoming cases and the keynote address was given by attorney and HCS parent Heidi Conlin. The Fuzzy Lemons performed several Schoolhouse Rock songs to celebrate the day.

The autumn iteration of the Green Ambassadors Program, under the leadership of Spanish teacher Ms. Diaz, has kicked off for the 2016-2017 school year. The program takes place at the Riverview Community Garden in Jersey City and provides students interested in doing community service an opportunity to engage in environmental issues and learn about fall and winter gardening. Students participate in a variety of activities as a Green Ambassador, including: planting, watering, weeding, giving tours and general maintenance.

Led by Lower School advisor Ms. Mercandetti, the Lower School founded its Student Government Association (SGA) in November and held its first elections for K-3 homeroom representatives and fourth grade officers on Election Day. The Lower School SGA will work in collaboration with the Middle and Upper School SGAs to support student-led initiatives at HCS.

Several of our Lower and Middle School classes have participated in experiential field trips outside of the classroom:

- Grade K visited a farm for apple and pumpkin picking
- Grades 1-2 visited the Tenafly Nature Center
- Grade 2 visited the Turtleback Zoo
- Grade 5 visited the Museum of Mathematics

## **6. Report from Upper School Administration**



## A K – 12 SERVICE LEARNING SCHOOL

As part of the Upper School's ongoing commitment to service learning, the Upper School participated in the NJ Clean Communities Coastal Clean Up on October 21<sup>st</sup> at Caven Point in Jersey City.

On November 18th, the Upper School's 9th – 11th grade young women will be participating in the Young Women's Leadership Conference at Montclair State University.

On November 16th, some of our Upper School students will be attending a performance by Michael Indorato entitled "The Flying Artist".

As part of the Upper School's commitment to the Hoboken community and service learning, our upper school students will be cooking and volunteering on Wednesdays (for the rest of the academic year) at the Hoboken Shelter.

In recognition of November being Lung Cancer Awareness Month, Interact is selling bracelets. All proceeds generated from this sale will be donated to Lungevity.

Our Upper School students will be assisting with the Hoboken Senior Center's "Walk the Walk" event. This event is held the day before Thanksgiving, and the student will be assisting with the cooking, serving, and cleaning up after the event.

As part of the Hoboken Studio Artist Tour, our Upper School students had their work displayed at the Hoboken library and had an exhibit at the Hoboken City Hall (which will run through the month of November).

### 7. Report From Business Administrator

10/31/16		
Period	Book Cash Bal	Fund Balance
07.31.16	775,532	937,073
08.31.16	793,416	860,983
09.30.16	799,138	865,078
10.31.16	938,264	947,061

### 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 5 days for infraction #36 of the Code of Student Conduct.
- One Upper School student has been suspended for 5 days for infraction #36 of the Code of Student Conduct.
- One Upper School student has been suspended for 2 days for infraction #'s 1, 2, 4, and 17 of the Code of Student Conduct.
- One Upper School student has been suspended for 1 day for infraction #'s 1, 2, 3, 11, and 17 of the Code of Student Conduct.

**10. Consideration of Motions Related To Board Operations**

*I. I move that the Board approves the 2015-2016 CAFRA and AMR.*

*Moved by\_\_\_\_\_Seconded by\_\_\_\_\_*

*Action taken\_\_\_\_\_*

*II. I move that the Board of Trustees approves the Board Secretary Report, as of October 31, 2016, as received, and as per DOE requirements. See attached file at the end of the minutes.*

*Moved by\_\_\_\_\_Seconded by\_\_\_\_\_*

*Action taken\_\_\_\_\_*

*III. I move that the Board of Trustees approves the Treasurer's Report, as of October 31, 2016, as listed below in the minutes, and as per DOE requirements.*

*Moved by\_\_\_\_\_Seconded by\_\_\_\_\_*

*Action taken\_\_\_\_\_*

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

*Moved by\_\_\_\_\_Seconded by\_\_\_\_\_*

*Action taken\_\_\_\_\_*

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

*Moved by\_\_\_\_\_Seconded by\_\_\_\_\_*

*Action taken\_\_\_\_\_*

*VI. Pursuant to N.J.A.C. 6A:23-2.11(c)3, the Board of Trustees acknowledges and accepts the certification from the Board Secretary that as of October 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\_\_\_\_\_Seconded by\_\_\_\_\_*

*Action taken\_\_\_\_\_*

*VII. Be it resolved, that the Board of Trustees acknowledges the receipt of the Report of the Treasurer and the Report of the Board Secretary for the month ending October 31, 2016.*



Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Action taken \_\_\_\_\_

- VIII. *Further Resolved, the Board of Trustees 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 \_\_\_\_\_ Seconded by \_\_\_\_\_

Action taken \_\_\_\_\_

**11. Consideration of Motions Related To Board Operations for Discussion**

**12. Board Committee Reports**

**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, November 15, 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, November 15, 2016.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Action taken \_\_\_\_\_

Certified by Board Secretary \_\_\_\_\_

Date \_\_\_\_\_ Adjournment \_\_\_\_\_