



**BOARD OF TRUSTEES MEETING
December 20, 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 November 15, 2016 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on November 15, 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 December 20, 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

- 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
- February 9 – Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School students
- February 16 – Board Meeting at 713 Washington Street 7pm
- February 17-24 – Upper School Closed for Winter Break
- February 20-24 – Lower and Middle School Closed for Winter Break
- March 9 – Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School students
- March 21 – Board Meeting at 713 Washington Street 7pm
- March 28 – Board Meeting at 713 Washington Street 7pm

4. Report from K-12 Executive Director

On November 22, members of the NJDOE conducted their site visit of Hoboken Charter School's two facilities. Department officials observed classes in session, engaged in a comprehensive document review and met with HCS parents, students, administration and faculty/staff to learn more about school culture, programming and long-term goals for the school. The visit was the final piece of an extensive process through which the NJDOE evaluates charter schools every five years. We were proud to share the many exciting programs and experiences we offer our students and are looking forward to receiving valuable feedback in the new year.

5. Report from Lower and Middle School Administration

Based on input from parents during our September Parent's Association meeting to increase support of our LOTS program (Lunch on the School), the Lower and Middle Schools coordinated with the Hoboken Shelter to have all classes visit during the month of December. Students had the opportunity to learn more about the work of the shelter and meet with shelter staff. The hope was to make the weekly LOTS donations more salient by allowing students to see firsthand the impact of their contributions. The Lower School



A K – 12 SERVICE LEARNING SCHOOL

visited the shelter during the week of November 28 and the Middle School visited the week of December 12.

The Middle School had two teams compete in the FIRST LEGO League Robotics competition on Saturday, November 19. Both teams did a great job. The fifth through seventh grade team, Roboken, earned an invitation to the state tournament and scored 7th out of 43 teams in the robot games!

The eighth grade class, along with their grade-level peers from Elysian and HoLa attended "Freshmen for a Day" at the Upper School. Students had the opportunity to learn more about the Upper School, meet faculty and students, and learn more about Upper School programming.

The 9th Annual Holiday Concert took place on Thursday, December 8. The K-3 choirs each performed two songs. The fourth graders performed on the recorder. The Middle School bands, A Cappella club, World Music Drumming class and Jazz Band all performed as well.

K-8 science teachers participated in the first two sessions of a yearlong professional development series with Golden Door and Learning Community Charter Schools. Led by NGSSPD founder Stacey van der Veen, teachers had the opportunity to learn more about the new Next Generation Science Standards and the shifts that these standards bring, as well as to begin developing and refining unit and lesson plans. The next session will be take place in February.

The Lower School performances of Aladdin Kids were held on Friday, December 16 and Saturday, December 17. The Middle School will begin auditions for their Drama Club production of Beauty and the Beast on Wednesday, December 21.

The Lower and Middle School basketball teams for grades 3-8 have held their tryouts and have begun practicing. Games begin on January 3.

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

- Grades 3-4 visited Lincoln Center for the "Making Melodies" concert hosted by the Chamber Music Society of Lincoln Center.
- The Girls Who Code club visited the NBA Offices.
- Grade 4 visited the New York Stock Exchange and Federal Hall.
- Grades 1-2 visited Carnegie Hall for a musical performance.

6. Report from Upper School Administration

On November 18th, the Upper School's 9th – 11th grade girls attended the Young Women Leadership Conference at Montclair State University.

Congratulations to HCS School Counselor Meghan Ryan. Meghan was recently named as the Vice President of the Hudson County School Counselors Association.

Congratulations to the Upper School's "Students of the Month" for November: Isaiah Ayala (9th grade) Tais Martinez (10th grade) Savon Cooper (11th grade) Zariyah Trowell (12th grade). The "Student of the Month" program strives to celebrate individual success and achievement by fostering a culture that values

personal, social, and academic successes while heightening awareness of student contributions to the school community. These students have demonstrated significant qualities and as a student that can range from determination and persistence in academics, generosity toward others, caring and friendly to all, leadership, and admirable traits. CONGRATULATIONS!

In conjunction with Hudson Pride and the Covenant House, Mr. Greif took members of the Upper School’s “Rainbow Society” to a “teen night” event on December 14th.

On December 1st, the Upper School held its Report Card/Conference Night. This was a well-attended event that allowed for staff and parents/guardians to discuss our Upper School students’ academic, social, and emotional progress.

On Wednesday Evening, December 7th we had HESAA (Higher Education Student Assistance Authority) come in and do a presentation on FAFSA and Financial Aid. Here is the description:

This session provided families with information on all of the Federal and State grants, scholarships and loan programs available through the FAFSA. Key information and requirements on filing the FAFSA are covered. The presentation was approximately one hour in duration and includes materials.

During the month of December, the Upper School will be running a toy drive. All toys collected will be donated to local charities and organizations.

7. Report From Business Administrator

11/30/16		
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
11.30.16	782,357	869,163

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

- One Upper School student has been suspended for 2 days for infraction #'s 2, 3, 7, and 13 of the Code of Student Conduct.

10. Consideration of Motions Related to Instruction:

- I. *I move that the Board of Trustees 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.*

- Ian Costello
- Elizabeth Bartolacci

Moved by _____ Seconded by _____

Action taken _____

- II. *I move that the Board of Trustees 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.*

- Ian Costello
- Elizabeth Bartolacci

Moved by _____ Seconded by _____

Action taken _____

- III. *I move that the Board of Trustees approves Ian Costello as Teacher.*

Moved by _____ Seconded by _____

Action taken _____

- IV. *I move that the Board of Trustees approves Elizabeth Bartolacci as Instructional Aide.*

Moved by _____ Seconded by _____

Action taken _____

11. Consideration of Motions Related To Board Operations

- I. *I move that the board approves the 2015-Form 990 (2015-2016).*

Moved by _____ Seconded by _____

Action taken _____

- II. *I move that the Board of Trustees approves the Board Secretary Report, as of November 30, 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 November 30, 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 November 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_____ 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 November 30, 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_____

12. Consideration of Motions Related To Board Operations for Discussion

13. Board Committee Reports

14. New Business to come before the Board for action

15. Executive Session

- Matters related to personnel
- Executive matters

16. 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, December 20, 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, December 20, 2016.

Moved by_____Seconded by_____

Action taken_____

Certified by Board Secretary _____

Date_____Adjournment_____