



**BOARD OF TRUSTEES MEETING
February 16, 2017 - 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 February 8, 2017 and February 13, 2017 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on February 8, 2017 and February 13, 2017 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 | ▪ February 16, 2017 |
| ▪ October 18, 2016 | ▪ March 21, 2017 |
| ▪ November 15, 2016 | ▪ March 28, 2017 |
| ▪ December 20, 2016 | ▪ April 25, 2017 |
| ▪ January 17, 2017 | ▪ May 16, 2017 |
| ▪ February 8, 2017 | ▪ June 20, 2017 |
| ▪ February 13, 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 February 16, 2017

<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>	24
<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>	22			<i>Total</i>	297

3. School Calendar Reminder

- 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
- April 13 – 1:00pm dismissal. No afterschool activities.
- April 14-21 – Lower, Middle and Upper Schools are closed for the Spring Break.
- April 25 – Board Meeting at 713 Washington Street 7pm
- April 27 – Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School students
- May 11 – Staff professional development - 1pm dismissal
 - Movie Day is available for Lower and Middle School students
- May 16 – Board Meeting at 713 Washington Street 7pm
- May 26 – 1:00pm dismissal. No afterschool activities.
- May 29 – Lower, Middle and Upper Schools closed for Memorial Day
- June 6 – Summer Gathering for the Lower and Middle School at Frank Sinatra Park at 6:00pm. The rain date is June 7.
- June 8 – Field Day for the Lower and Middle School at Pier A Park. The rain date is rain date is June 9.
- June 8 – Staff professional development - 1pm dismissal – After school activities cancelled
- *June 19, 20, 21 – 1:00pm days for the Lower and Middle School
- *June 20, 21, 22 – 1:00pm days for the Upper School
- *June 21 – Last day of school for the Lower and Middle School
- *June 21 – Graduation for the 8th Grade
- June 20 – Board Meeting at 713 Washington Street 7pm
- *June 22 – Last day of school for the Upper School.
- *June 22 – Graduation for the 12th Grade

*Subject to change. In the event of an unforeseen school closure, the school year will be extended through no later than Friday, June 23, 2017. In the event that more than 3 days are needed to make up for school closures, the spring break will be utilized going backwards from April 21st. The last three days of school are 1:00pm days.

4. Report from K-12 Executive Director

During the week of January 17-20, the Lower, Middle and Upper Schools celebrated No Name Calling Week through school-wide activities led by the Middle and Lower School student government associations and the Upper School's Rainbow Society at their respective school buildings. No Name Calling Week is sponsored by the national organization GLSEN and is a national initiative to promote kindness among students of all ages, inspired by the popular young adult novel entitled *The Misfits* by author James Howe. K-8 students celebrated the week with a poster contest focused on celebrating kindness, judged by the Lower and Middle School SGA officers. Upper School activities were varied and provided the community with the tools to have an effective dialogue about ways to eliminate name-calling.

Congratulations to Upper School Principal Chris Sell as well as HCS Math and Music Teachers for being nominated for the LifeChanger of the Year award. The finalists ultimately selected will receive cash prizes for themselves and their schools. More information can be found at: <https://lifechangeroftheyear.com/>.

5. Report from Lower and Middle School Administration

On Saturday, January 14, three teams of Hoboken Charter School Middle Schoolers participated in the New Jersey Region Future City Competition. HCS eighth graders Sophie Bulatovic, Olivia Cahn, Leila Mullally, and Austin Rogers-Myers won third place out of seventy teams. Future City challenges middle school students to imagine, research, design, and build cities of the future around a sustainability issue. The topic this year focused on the power of public space and students were tasked to design innovative, multiuse public spaces to serve a city's diverse population.

As a part of their first trimester Future City Elective, the students worked to simulate a city, wrote a research essay, built a model, and then presented their work to judges who are professional engineers. The eighth graders developed Soleia City, which includes features such as: wind and solar power generation, gasification, ample green spaces and a STEM university. Before announcing the final rankings, the top three teams presented their work in front the entire competition.

On Friday, February 10, the Middle School celebrated national "No One Eats Alone" day (sponsored by the organization Beyond Differences). The day is meant to support kindness and cohesion across grade levels. The Middle School student government organized the event. Five or six students from every grade met in groups in the Middle School classes at lunch time and representatives from the Student Government led their room through ice breakers and games as a way to better get to know students in other grades and received a bracelet from Beyond Differences for their participation.

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

- Grade 4 visited Jazz at Lincoln Center to model how to teach the Jazz at Lincoln Center jazz music curriculum. In addition to working with instructors, students met members of Wynton Marsalis' jazz band.
- Grades K and 1 attended a performance of "You're A Good Man, Charlie Brown" at Mile Square Theatre

6. Report from Upper School Administration

As part of our commitment to the schoolwide service learning theme of "our country's legal system and social justice", 65 of our Upper School students visited the Hoboken courthouse on February 10th for a tour and a "question – answer" session with Heidi Conlon and Judge Mongiello.

HCS Upper School students continue to volunteer their time at the shelter cooking and serving food to those in need.

The Upper School Seniors, in collaboration with over their community partners, are continuing their senior service learning projects.

7. Report From Business Administrator

01/31/17

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
12.31.16	981,766	1,110,077
01.31.17	850,126	992,107

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. Consideration of Motions Related to Instruction:

- I. *I move that the Board of Trustees approves the professional development request for Meghan Ryan, Upper School Counselor, to attend a 2 Day Group Leader Certification Session on Strengthening Families Program. The PD will be held at RWJ Barnabas Health Institute for Prevention in Toms River, NJ on Tuesday, May 16 and Wednesday, May 17, 2017. The cost is \$250.00.*

Moved by _____ Seconded by _____

Action taken _____

- II. *I move that the Board of Trustees approves the request for Gigi Girgis, Bookkeeper, to have access to attend a live session or online human resource related courses of Fred Pryor Seminars & CareerTrack. The cost is \$199.00 for the year.*

Moved by _____ Seconded by _____

Action taken _____

10. Consideration of Motions Related To Board Operations

- I. *I move that the Board of Trustees approves a request for a change of facility location for grade spans nine through twelve from the Hoboken Board of Education Demarest building's fourth floor space to 360 1st Street, Hoboken.*



A K – 12 SERVICE LEARNING SCHOOL

Moved by _____ Seconded by _____

- II. *I move that the Board of Trustees approves the Board Secretary Report as of January 31, 2017, 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 January 31, 2017, 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 January 31, 2017, 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 January 31, 2017.*

Moved by _____ Seconded by _____

Action taken _____



A K – 12 SERVICE LEARNING SCHOOL

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, February 16, 2017.

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, February 16, 2017.

*Moved by*_____ *Seconded by*_____

*Action taken*_____

Certified by Board Secretary _____

*Date*_____ *Adjournment* _____