



**BOARD OF TRUSTEES MEETING
JUNE 20, 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 May 16, 2017 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on May 16, 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 | ▪ April 25, 2017 |
| ▪ December 20, 2016 | ▪ May 16, 2017 |
| ▪ January 17, 2017 | ▪ June 20, 2017 |
| ▪ February 8, 2017 | ▪ July 18, 2017 |
| ▪ February 13, 2017 | ▪ August 15, 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 June 20, 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>	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>	22			<i>Total</i>	298

3. School Calendar Reminder

- June 20, 21, 22 – 1:00pm days for the Lower and Middle School
- June 21, 22, 23 – 1:00pm days for the Upper School
- June 22 – Last day of school for the Lower and Middle School
- June 22 – Eighth Grade Commencement Ceremony
- June 23 – Last day of school for the Upper School.
- June 23 – Twelfth Grade Graduation Ceremony
- July 18 – Board Meeting at 7:00 PM at 713 Washington Street
- August 15 - Board Meeting at 7:00 PM at 360 First Street

4. Report from K-12 Executive Director

Our annual HCS K-12 Summer Kickoff Volleyball Get Together was held the Friday of Memorial Day weekend at the Multi Service Center. Many students and families turned out for a fun afternoon of fun. Thanks to Mr. Flynn and Mr. Kutchma for coordinating another great event.

We had another successful Field Day last Thursday at Pier A in Hoboken. Students, faculty and families turned out for a fun day of friendly competition. K-8 students participated in a variety of activities under the leadership of Mr. Flynn and faculty/staff as well as 9-12 student leaders.

Dr. Khyati Joshi of Fairleigh Dickinson continued her work with HCS K-12 faculty to support curriculum design around the Social Justice Standards and facilitated discussions around anti-bias education and microaggressions.

5. Report from Lower and Middle School Administration

Back in March, the fourth grade class made a 10 minute video of all the repertoire that was performed at the Carnegie Hall concert. This year the theme was "The Orchestra Swings," and the emphasis was on jazz. They learned how to play (on recorder) and sing songs such as, "I've Got Rhythm" "It Don't Mean a Thing," "Duke's Place," and "When the Saints." The selection committee at Carnegie Hall went through all the videos and picked the best ones to go on stage at Carnegie Hall for the event. The HCS fourth grade class was selected for the second year in a row and performed on stage on May 24. Congratulations to Mr. G and the fourth grade for being selected!

On Wednesday, May 31, nine HCS Girls Who Code club members presented their final coding projects at the NJ/NY Girls Who Code club graduation ceremony. Congratulations to Sophie Bulatovic, Olivia Cahn, Valerie Calligy, Emma Dezenzo, Maya Espinel, Alison Fung, Lucy Hartigan, Austin Myers-Rogers and Alex White who had the opportunity to present their work and meet Girls Who Code founder Reshma Saujani.

On Friday, June 2, HCS Middle School bands performed at the High Notes Music Festival in Pennsylvania. The HCS Jazz Band and 5/6 Concert Band both earned ratings of “Superior.” This is the first time since HCS began competing that one of the bands has received this distinction. Additional congratulations to Grace Conlin, Lucy Hartigan, and Ally Fung who had solos during the Jazz Band performance. The 7/8 Concert Band earned a rating of “Excellent.” Congratulations to Mr. G and the Middle School Bands!

Summer Gathering took place and on Thursday, June 8 and showcased student musicians across grades K-8.

On Saturday, May 20, members of the Hoboken Charter School math team competed in the Stevens Math Olympiad. The students were offered 15 problems for 90 minutes in five divisions: grades 3-4, grades 5-6, grades 7-8, grades 9-10 and grades 11-12. HCS fourth grader Agastya Batchu earned a perfect score and was the first place winner amongst all fourth graders in attendance. Agastya received his medal at an awards ceremony on June 10.

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

- The 7/8 Anatomy elective went to see a live surgery
- Grades K, 2, 5 and 6 visited the Liberty Science Center
- Grade 4 visited Waterloo Village
- Grade 8 visited the American Museum of Natural History
- Girls Who Code visited Etsy headquarters, Grand Central Terminal and attended the NJ/NY GWC graduation at the Centre for Social Innovation
- The 7/8 Movie Maker elective visited the Museum of the Moving Image
- Grade 8 visited Washington, DC
- Grade 3 visited Yonkers City Pier
- Grade 4 visited the Hoboken Historical Museum
- Grade 5 visited the Center for the Urban River

6. Report from Upper School Administration

On June 13th, our seniors presented their service-based senior projects. These capstone projects were a culmination of the seniors’ academic experiences here at HCS and provided the students with an opportunity to merge their various interests, passions, and curiosities with their academic lives while demonstrating autonomy and critical analysis skills.

Our 11th grade class has been involved in a poetry project with the Hoboken Historical Museum throughout this year. In November, Rich Villar, a poet, came into our class and conducted a poetry workshop with our students. From that event, four students were invited to a workshop at the Museum where they were able to work further on their writing and public speaking with students from Elysian Charter School, Hoboken High School, and The Hudson School as well as accomplished poets.

On Saturday, May 20th, there was a publication party at the Hoboken Historical Museum (1301 Hudson Street). Six of our students (Hope Cosme, Kareem Parker, Justin Lai, Christian Marrero, Kiara Caban, and Kaira Widodo) were all selected to do a reading of their poems, and the following students’ poems will be included in a published anthology of selected poems centered on the theme of Identity:

Ahmed Farragalla, Christian Marrero, Elaine Condo, Emely Sanchez, Kaira Widodo, Kareem Parker, Kiara Caban, Jalene Rodriguez, Jaline Borges, Jose Nunez, I'ziah McClintock, Milton Lugo, Justin Lai, Hope Cosme, Shayna Febus, Tavian Frazier and Timothy Hagan-Chisholm.

On June 23rd, the Hoboken Charter School will hold their Upper School's Class of 2016 Commencement ceremony at the HOPES center's Rue building at 4:00 p.m.

As part of the Upper School's commitment to service learning and health/wellness, our service learning club conducted a Health and Wellness week at the Upper School. The week's events were as follows:

- Motivation Monday Workout Class (3:00pm-4:00pm): A "females only" workout was held after-school so girls can embrace their bodies and feel comfortable working out with other girls supporting them.
- Tips for Tuesday (Lunch time) On Tuesday, service learning club members did the following in an attempt to educate their peers on the importance of their mental and physical health:
 - Pamphlets which highlighted a variety of ways in which our students could lead a healthier lifestyle were distributed during lunch.
 - A help box was placed outside of the main office for any student that wanted/needed any extra information on mental or physical health.
- Workout Wednesday (3:00pm-4:00pm): A "males only" workout was held after-school so girls can embrace their bodies and feel comfortable working out with other girls supporting them.
- Thirsty Thursday (Lunch time): On Thursday, students were given free samples of fruit infused water. We wanted to show students within the school how to make their water more fun, flavorful, and healthy so that they can cut down on the amount of soda and sugary drinks consumed on a weekly basis.
- Fitness Fun Friday (6th and 7th periods): The entire school participated in a series of workouts and games at the MSC.

7. Report From Business Administrator

04/30/17

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
02.28.17	996,763	1,168,089
03.31.17	1,064,762	995,823
04.30.17	1,263,172	1,106,693
05.31.17	1,221,614	1,067,738

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 Policy

- I. *In light of the NJDOE email dated May 26, 2017 stating: [T]he school's renewal is contingent upon the board signing the Charter Agreement and approving a board resolution accepting the Agreement. The Department will need the board approved resolution and signed Charter Agreement returned by June 26, 2017," I move that the Board of Trustees accept and sign the Agreement.*

Moved by _____ Seconded by _____

Action taken _____

10. Consideration of Motions Related to Instruction

- I. *I move that the Board of Trustees approves the Professional Development request for Chris Kunkel, Teacher, to attend the ISTE Conference & Expo to be held at the Henry B. Gonzalez Convention Center in San Antonio, Texas from June 25-28, 2017. Chris has been selected to serve as one of seventeen lead educators from around the country. The total cost for HCS is \$1500 to cover hotel, air fare and conference registration with ISTE covering an additional \$1000.*

Moved by _____ Seconded by _____

Action taken _____

- II. *I move that the Board of Trustees approves the Professional Development request for Courtney Salerno, Teacher, to attend the Foundations Training at the Radisson Hotel in NY, NY on July 21, 2017 from 9:00-3:30 for a cost of \$259.*

Moved by _____ Seconded by _____

Action taken _____

- III. *I move that the Board of Trustees approves the Professional Development request for Danielle Swentzel, Teacher, to attend the Foundations Training at the Radisson Hotel in NY, NY on July 24, 2017 from 9:00-3:30 for a cost of \$259.*

Moved by _____ Seconded by _____

Action taken _____

- IV. *I move that the Board of Trustees approves the Professional Development request for Jaclyn Mercandetti, Teacher, to attend the Institute for Multi-Sensory Education Training at the Hilton – Hasbrouck Heights Hotel in Secaucus, NJ from July 10- July 14, 2017 from 8:00-3:30 for a cost of \$1075.*

Moved by _____ Seconded by _____



A K – 12 SERVICE LEARNING SCHOOL

Action taken_____

- V. *I move that the Board of Trustees approves the Resolution Approving the English Language Services Three-Year Program Plan.*

*Whereas the Hoboken Charter School is committed to providing educational opportunities for students in compliance with N.J.A.C. 6A:16-10;
Be It Resolved that the Hoboken Charter School Board of Trustees has approved the contract for Essex Regional Educational Services Commission to provide Home Instruction services to Hoboken Charter School students.*

Moved by_____ Seconded by_____

Action taken_____

- VI. *I move that the Board of Trustees approves the contract for Essex Regional Educational Services Commission to provide home instruction services for the 2017-2018 school year.*

Moved by_____ Seconded by_____

Action taken_____

- VII. *I move that the Board of Trustees approves the contract for Audra Rose, MS OT of Whole Body Fitness to provide occupational therapy services for the 2017-2018 school year.*

Moved by_____ Seconded by_____

Action taken_____

- VIII. *I move that the Board of Trustees approves the contract for Meghan Baird as Teacher.*

Moved by_____ Seconded by_____

Action taken_____

- IX. *I move that the Board of Trustees approves the contract for Cassandra Grossi as Apprentice Teacher.*

Moved by_____ Seconded by_____

Action taken_____

- X. *I move that the Board of Trustees approves the contract for Deirdra Grode as Executive Director/Principal K-8.*

Moved by_____ Seconded by_____

Action taken_____

- XI. *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.*

- *Meghan Baird*
- *Cassandra Grossi*
- *Audra Rose*

Moved by_____ Seconded by_____

Action taken_____

- XII. *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.*

- *Meghan Baird*
- *Cassandra Grossi*

Moved by_____ Seconded by_____

Action taken_____

11. Student Suspensions

- One Middle School student has been suspended for 2 days for infractions # 10 and # 12 of the Code of Student Conduct.
- One Upper School student has been suspended for 1 day for infractions # 13 and # 17 of the Code of Student Conduct.
- One Upper School student has been suspended for 5 days for infractions # 11, # 17 and #27 of the Code of Student Conduct.

12. Consideration of Motions Related To Board Operations

- I. *I move that the Board of Trustees approves the Board Secretary Report as of May 31, 2017, as received and as per DOE requirements. See attached file at the end of the minutes.*

Moved by_____ Seconded by_____

Action taken_____

- II. *I move that the Board of Trustees approves the Treasurer's Report, as of May 31, 2017, as listed below in the minutes, and as per DOE requirements.*

Moved by_____ Seconded by_____

Action taken_____

- III. *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 _____

- IV. *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 _____

- V. *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 May 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 _____

- VI. *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 May 31, 2017.*

Moved by _____ Seconded by _____

Action taken _____

- VII. *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 _____

13. Consideration of Motions Related To Board Operations for Discussion

14. Board Committee Reports

15. New Business to come before the Board for Action

16. Executive Session

- Matters related to personnel



- Executive matters

17. 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, June 20, 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, June 20, 2017.

Moved by _____ *Seconded by* _____

Action taken _____

Certified by Board Secretary _____

Date _____ *Adjournment* _____

DRAFT