HOBOKEN CHARTER SCHOOL

A K – 12 SERVICE LEARNING SCHOOL

Board Minutes

BOARD OF TRUSTEES MEETING
DECEMBER 12, 2017 - 7:00 PM
360 FIRST STREET, 2ND FLOOR
HOBOKEN, NJ 07030

Call to Order

Roll Call

TRUSTEE	*PRESENT*	*ABSENT*	
Jason Altberger	***X***		
John Berger		***X***	
Lauren Calmas	***X***		
Anthony Felella	***X***		
Lisa McIntyre	**X**		
Jose Rivera		**X**	
Christine Sheedy	**X**		
Mark Silberberg	**X**		*(was not present at roll call)*

Deirdra Grode, Executive Director
Morton Mark, Business Administrator/Board Secretary
Elizabeth Niesz, K-8 Interim Principal
Chris Sell, Upper School Principal
Julianne O'Connell, President The Friends of the Hoboken Charter School

Reading of the Open Public Meeting 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. 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 December 4, 2017 at City Hall and the City Clerk's Office on Washington Street and by advertisement in the *Hoboken Reporter* and the *Jersey Journal*.

Approve Minutes

Minutes of the previous public Board meetings held November 21, 2017 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on November 21, 2017 be approved.

Moved by_____Christine Sheedy_____ Seconded by_____Anthony Felella_____

Action taken_____OK_____

TRUSTEE	*YES*	*NO*	*ABSTAIN*	*ABSENT*
Jason Altberger			✓	
John Berger				✓
Lauren Calmas	✓			
Anthony Felella	✓			
Lisa McIntyre			✓	
Jose Rivera				✓
Christine Sheedy	✓			
Mark Silberberg			✓	

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.

Presentations: Agenda items were not submitted for this meeting.

A. Policy

Agenda items were not submitted for this meeting.

B. Educational Planning

Agenda items were not submitted for this meeting.

C. Personnel

Motion by: ____Christine Sheedy_____ Seconded by: ___Lisa McIntyre_____

I. Resolved, that the Board of Trustees approves Karen P. Martinez as Teacher effective from March 5, 2018 through June 30, 2018 of the 2017-2018 academic year.

II. Resolved 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.

- Karen P. Martinez

III. 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.

- Karen P. Martinez

TRUSTEE	*YES*	*NO*	*ABSTAIN*	*ABSENT*
Jason Altberger	✓			
John Berger				✓
Lauren Calmas	✓			
Anthony Felella	✓			
Lisa McIntyre	✓			
Jose Rivera				✓
Christine Sheedy	✓			
Mark Silberberg	✓			

D. Finance

Motion by: ____Anthony Felella_____ Seconded by: ___Jason Altberger_____

I. Cash and Fund Balance

Period	Cash Bal	Fund Bal
07.31.17	720,920	812,335
08.31.17	618,023	789,589
09.30.17	776,464	1,011,054
10.31.17	661,830	887,208
11.30.17	573,885	827,490

II. Resolved, that the Board of Trustees approves the School Alliance Insurance Resolution for Renewal of Membership. (Ms. Grode will present document for signatures.)

III. Resolved, that the Board of Trustees approves the Board Secretary Report as of November 30, 2017, as received and as per DOE requirements.

IV. Resolved, that the Board of Trustees approves the Treasurer's Report, as of November 30, 2017, as listed below in the minutes, and as per DOE requirements.

V. Resolved, that the Board of Trustees approves the Budget Transfers as listed below in the minutes, and as per DOE requirements.

VI. Resolved, that the Board of Trustees approves the bills as listed below in the minutes, and as per DOE requirements.

VII. 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, 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).

VIII. 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, 2017.

IX. 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.

Roll Call Vote

TRUSTEE	*YES*	*NO*	*ABSTAIN*	*ABSENT*
Jason Altberger	✓			
John Berger				✓
Lauren Calmas	✓			
Anthony Felella	✓			
Lisa McIntyre	✓			
Jose Rivera				✓
Christine Sheedy	✓			
Mark Silberberg	✓			

E. Information Items

Enrollment as of December 12, 2017

Grade	*Current*	*Grade*	*Current*	*Grade*	*Current*
K	22	***5***	22	***9***	25
1	22	***6***	22	***10***	24
2	22	***7***	22	***11***	25
3	22	***8***	22	***12***	22
4	22			***Total***	294

School Calendar Reminder

- December 13 – US Open House 6-8 p.m.
- December 14 – Prof. Dev. day – 1:00pm dismissal for students – Movie Day is available.
- December 14 – K-8 Holiday Concert
- December 22 – 1:00 p.m. prompt dismissal – All after school activities are cancelled.
- December 25-January 1 – Schools are closed for Winter Break
- January 4 – Lottery Application Deadline
- January 11 – HCS Lottery to take place at10:00 a.m. at the 713 Washington Street campus
- January 11 - Prof. Dev. day – 1:00pm dismissal for students – Movie Day is available.
- January 15 – Martin Luther King Holiday
- January 16 – Board Meeting at 7:00 PM at 713 Washington Street
- February 8 – Prof. Dev. day – 1:00pm dismissal for students – Movie Day is available.
- February 19-21 – February Break
- February 27 – Board Meeting at 7:00 PM at 360 First Street
- March 8 – Prof. Dev. day – 1:00pm dismissal for students – Movie Day is available.
- March 20 – Board Meeting at 7:00 PM at 713 Washington Street.
- March 27 – Board Meeting at 7:00 PM at 360 First Street.
- March 29 – 1:00 p.m. prompt dismissal – All after school activities are cancelled.
- March 30 – Schools closed for Spring Break.
- April 1-6 – Schools closed for Spring Break.

Executive Director's Report

The Special Education Parent Advisory Meeting hosted a session with local Art Therapist, Jodi Goldberg, on November 29. Ms. Goldberg shared various examples of student work and provided attendees with therapeutic strategies to support students experiencing difficulties with social, emotional and behavioral functioning in the home and school settings. We look forward to continuing a collaborative relationship with Ms. Goldberg.

The Hoboken Charter School Middle and Upper School Robotics Team "Roboken" competed on Saturday, December 2 at the Winter's Edge Meet held at Central Jersey College Prep Charter School. The team finished 6th during the qualifying rounds, moving on to the elimination round. The team, along with their alliance partner, made it to the finals and won the meet. Roboken will be moving on to their first state qualifier meet on Saturday, December 9, which will determine eligibility for the state tournament. Congratulations to Roboken and their advisors Mr. Kunkel and Mr. Greif.

Thanks to the help of HCS parent Joe Fung for making revisions to the school website to increase its accessibility functions to ensure greater access to prospective and current families with disabilities.

Upper School Report

Ms. Addona's 11th and 12th grade English classes will be partnering with the Hoboken Historical Museum for their "Poetry in Schools" program again to work with one of their teaching artists to write, publish, and perform their poetry at a public reading.

The HCS Robotics team (Roboken) competed at the Central Jersey College Prep Charter School competition on December 2nd. Our team (in alliance with two other teams) took home the top honors. Congratulations to all of the HCS students that competed.

During the month of November, the HCS Upper School's service–learning club GenerationOn ran a canned food drive. All food and donations that were collected were donated to St. Matthew's lunchtime food program.

On Monday, December 11th the members of the Upper School Girls Who Code Club joined the Lower/Middle School students for The Hour of Code - a global movement reaching tens of millions of students in 180+ countries. The young women from the upper school served as room 'captains' for the younger students.

Lower School/Middle School Administrative Reports

Hoboken Charter School Middle and Upper School students were recently profiled in the Hudson Reporter for their work to raise money to send two generators to Puerto Rico in response to the damage caused by Hurricane Maria.

The Lower School performances of *Willy Wonka Kids* were held on Friday, December 8 and Saturday, December 9. The Middle School will begin auditions for their Drama Club production of "Seussical the Musical" later on in December.

On December 11, the HCS Upper and Middle School "Girls Who Code" programs participated in the annual Hour of Code event taking place during Computer Science Education Week. The 6th-8th grade and Upper School teams will invite 3rd-5th grade girls to join them to learn more about coding and the projects they've been working on through the club. This work by Mr. Kunkel and the Girls Who Code program were highlighted by littleBits in a press release.

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

- Fourth grade visited the New Jersey State House in Trenton
- The first and second grades visited the Museum of Natural History in NYC
- The first and second grades visited Carnegie Hall in NYC

Student Suspensions

- One Upper School student has been suspended for 1 day for infraction # 3, 17, 26 of the Code of Student Conduct.
- One Upper School student has been suspended for 1 day for infraction #26 of the Code of Student Conduct.
- One Upper School student has been suspended for 1 day for infraction #26 of the Code of Student Conduct.

Board of Trustees Committee Reports

Zoning Board moved to December 19, 2017

New Business

Public Comments

Executive Session

- Matters related to personnel
- Executive matters

F. 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 12, 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, December 12, 2017.

Motion by: ____Christine Sheedy_____ Seconded by: ___Lisa McIntyre_____

Certified by Board Secretary _____

Date 12.12.17 Adjournment 8:13pm

TRUSTEE	*YES*	*NO*	*ABSTAIN*	*ABSENT*
Jason Altberger	✓			
John Berger				✓
Lauren Calmas	✓			
Anthony Felella	✓			
Lisa McIntyre	✓			
Jose Rivera				✓
Christine Sheedy	✓			
Mark Silberberg	✓			