



**Board Minutes**

**BOARD OF TRUSTEES MEETING  
MARCH 20, 2018 - 7:00 PM  
713 WASHINGTON STREET  
HOBOKEN, NJ 07030**

**Call to Order**

**Roll Call**

<b><i>TRUSTEE</i></b>	<b><i>PRESENT</i></b>	<b><i>ABSENT</i></b>
Jason Altberger	✓	
John Berger		✓
Lauren Calmas	✓	
Anthony Felella	✓	
Lisa McIntyre	✓	
Jose Rivera	✓	
Christine Sheedy		✓
Mark Silberberg		✓

Deirdra Grode, Executive Director

Morton Mark, Business Administrator/Board Secretary

Also in attendance: Julianne O’Connell, FOHCS President, Elizabeth Neisz, Interim Principal K-8, and Chris Sell, Upper School Principal

**Summary Notes from the Meeting**

- Program reports from the Executive Director and Principals were given and be found below.
- Executive Director Deirdra Grode spoke about her strategic planning work with particular attention to the facilitation of the design thinking agency Looking Glass Strategy and support work by a team of graduate students from Columbia University’s organizational psychology department as well as West Point staff.
  - Looking Glass Strategy has been engaging in conversations with a wide cross-section of HCS community members including parents, faculty and students across the K-12 program as well as board members, administrators, HCS alumni and parents of HCS alumni in an effort to unearth insight about HCS as well as to support the identification of potential strategic directions for HCS. Deirdra Grode will share these insights and concept directions at the March 26 Board meeting.
  - The team from Columbia/West Point has been engaged in research around one key goal – rich, meaningful and mutually beneficial integration of the K-12 program. Deirdra Grode had presented on the school strengths and challenges in the school and some of the goals she wanted to address in her strategic plan at Columbia University and her project was selected by a team to narrow down a focus and, once approved, engage in industry and stakeholder research to address the challenge.
- School Business Administrator Morton Marks presented on the strong fiscal status of the school. He also reviewed the budget he has prepared for the 2018-2019 school year in consultation with the finance committee and executive director while reviewing the actual spending since 2013-2014 and the projected spending for 2017-2018.

- Questions were addressed to the Business Administrator about areas where more is budgeted than projected for this school year. Most line items remained the same as the previous year since spending has been in line with budgets proposed. One area of note was the increased costs budgeted relating to special education. The Individuals with Disabilities Education Act grant is not sufficient to cover all costs related to the program. As the school picks up additional costs related to the program, the budget needs to be increased, he explained.
  - Jason Altberger of the finance committee shared that the committee has spoken about the importance of ensuring we do not become complacent with ongoing vendor costs and to continue to seek competitive bids for services or to seek discounts from vendors we have historically used with frequency.
  - He also spoke to the ongoing challenge of the school's flat revenue yet increasing costs, especially as we have been experiencing less turnover in faculty and therefore have the benefit of increased experience yet the associated additional cost.
  - Mort Marks added that the finance committee along with the Executive Director have been looking closely over the past weeks at the school's health insurance plan with the goal of maintaining the same rich program benefits with savings for the employee and school. The finance committee and Mort Marks shared how offering solely a high deductible plan with school and employee contributions could allow us to provide the same rich program with the same providers while projecting less cost to the employee and more savings to the school. The plan proposed is to cover a substantial part of the MOOP (maximum out of pocket spending) for each employee. The finance committee is still in discussion on finalizing the plan which would begin in October 2018.
- The Facilities Committee provided an update on plans involving 709 Washington Street and an update on the agreement sought with neighbors to support the zoning change proposal. The new proposed structure will have changes from the initial plans – with the most significant changes being the removal of the amphitheater and one classroom.
  - Security concerns have been felt nationwide for schools. The New Jersey local police departments now have access to schools' security cameras to review events and to view live feeds at any of the school's locations in times of critical danger. As safety is always of the utmost concern at HCS, reviews of plans and expert walk-throughs continue to inform operations and facility decisions to provide highest level security.
  - Board President Lauren Calmas asked Lisa McIntyre of the management committee to explore an amendment to the charter to allow HCS employee children to have priority in the lottery as well as to explore the option of a weighted lottery for at-risk children.
  - Prior to adjourning the meeting, the Board went into closed session for discussions related to law and facilities.

### **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 January 29, 2018. at City Hall and the City Clerk's Office on Washington Street and by advertisement in the *Hoboken Reporter* and the *Jersey Journal*.



## A K – 12 SERVICE LEARNING SCHOOL

### Approve Minutes

Minutes of the previous public Board meetings held February 13, 2018 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on February 13, 2018 be approved.

*Moved by* Anthony Felella *Seconded by* Jason Altberger

<b>TRUSTEE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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:

The following presentations are scheduled for future HCS board meetings:

April 24- The Upper School Advisory Program

May 15- The Upper School Social Justice Lab

#### **A. Policy**

Agenda items were not submitted for this meeting.

#### **B. Educational Planning**

Agenda items were not submitted for this meeting.

#### **C. Personnel**

Agenda items were not submitted for this meeting.

#### **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

12.31.17	925,648	1,123,982
01.31.18	950,477	1,001,185
02.28.18	1,150,895	1,240,323

- II. Resolved, that the Board of Trustees approves the Board Secretary Report as of February 28, 2018, as received in the monthly financial report as per DOE requirements.
- III. Resolved, that the Board of Trustees approves the Treasurer's Report, as of February 28, 2018, as received in the monthly financial report as per DOE requirements.
- IV. Resolved, that the Board of Trustees approves the Budget Transfers as received in the monthly financial report as per DOE requirements.
- V. Resolved, that the Board of Trustees approves the bills as received in the monthly financial report as per DOE requirements.
- 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 February 28, 2018, 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).
- 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 February 28, 2018.
- 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.
- IX. Resolved, that the Board of Trustees approves the first reading of the 2018-2019 budget.

**Roll Call Vote**

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

**E. Information Items**

March 20, 2018

<b>Grade</b>	<b>Current</b>	<b>Grade</b>	<b>Current</b>	<b>Grade</b>	<b>Current</b>
<b>K</b>	22	<b>5</b>	22	<b>9</b>	26
<b>1</b>	22	<b>6</b>	22	<b>10</b>	25
<b>2</b>	22	<b>7</b>	22	<b>11</b>	24



## A K – 12 SERVICE LEARNING SCHOOL

3	22	8	22	12	21
4	22			<i>Total</i>	294

### School Calendar Reminder

- March 26 – 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.
- April 19 – Prof. Dev. day – 1:00pm dismissal for students – Movie Day is available.
- April 24 – Board Meeting at **6:00 PM** at 713 Washington Street. The Board will be in closed session until 7:00pm.
- May 10 – Prof. Dev. day – 1:00pm dismissal for students – Movie Day is available.
- May 15 – Board Meeting at 7:00 PM at 360 First Street.
- May 25 – 1:00pm Dismissal – No After School Activities.
- May 28 – School Closed for Memorial Day
- June 5 – Summer Gathering (June 6 – Summer Gathering Rain Date)
- June 14 – Field Day 1:00pm Dismissal for students only – No After School Activities. (June 15 – Field Day Rain Date)
- June 19 – Board Meeting at 7:00 PM at 713 Washington Street.
- June 20-22 – 1:00pm Dismissal for students only
- June 22 – Last Day of School
- June 22 – Graduation for 8<sup>th</sup> and 12<sup>th</sup> Grades

### Executive Director's Report

Last month, HCS celebrated Pink Shirt Day, a global movement aimed to bring awareness to and end bullying in schools. This year, the topic of focus was cyber-bullying. The lower, middle, and upper schools joined together to complete activities that inspired kindness, inclusion, and a positive school environment where all students feel safe. We encouraged all students and staff K-12 to wear a pink shirt on this day to promote kindness and to symbolize intolerance to bullying.

The first grade class has been discussing the issue of homelessness launched by HCS upper school students. Through book explorations (sometimes led by their older peers) and conversations, they are learning that homelessness can affect all types of people- adults, elderly, and even children. As a way to help this community issue, the students are hosting a toiletry kit drive. As a class, they decided what items were a necessity and which items were more of a luxury. Besides making their own kits, the students are also writing letters to local businesses to secure additional donations.

The twelfth grade physics students visited the third graders to teach them about Newton's Three Laws of Motion. The twelfth graders explored the laws with various hands-on activities with the third graders. After each activity, they came together to relate their experiences and observations to the three laws and the twelfth graders encouraged them to relate their experiences that day to outside experiences in their everyday lives.

Congratulations to the middle and upper School robotics team, "Roboken," who competed at the FIRST Tech Challenge state championship, "Garden State Rumble," on Sunday, February 25. The team came in 9th out of 24th in their division. They faced extremely strong competition and did a great job. Congratulations to the team and their advisors, Mr. Kunkel and Mr. Greif!



### **Upper School Report**

On Friday, March 2nd, our 9th - 11th grade students attended the 5th Annual Young Women's Leadership Conference held at Montclair State University.

On Friday March 9th, Mr. Mahoney took his senior Economics and AP Economics classrooms on their annual trip to Wall Street. In the economics classes the seniors are studying macroeconomics-specifically fiscal and monetary policy. The students learned the tools for each policy, how to use each to manage the economy, the business cycle, and how to speed up or slow down the economy. Visiting Wall Street provided the students with an experiential learning experience where they learned firsthand how the Federal Reserve Bank works in conducting monetary policy and managing the twin evils of inflation and unemployment. The class also saw the New York Stock Exchange building as they are finishing up a 12 week stock portfolio investment project. The tour guide was impressed with their understanding for monetary policy.

On Wednesday, March 14, 2018, all of our 10th and 11th grade students attended the NJACAC Regional College Fair at Kean University in Union, New Jersey.

### **Lower School/Middle School Administrative Reports**

The seventh and eighth grade girls' basketball team capped off an undefeated season on Monday, March 12. They defeated Hoboken Middle School 27-18. Congrats to the team and their coach Megan Baird!

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

- The Math Team participated in the TEAMS math competition
- The third and fourth grade visited Lincoln Center

### **Board of Trustees Committee Reports**

#### **New Business**

#### **Public Comments**

#### **Executive Session**

- Matters related to personnel
- Executive matters

⇒ Meeting went into closed session at 8:36pm via motion from Jason Altberger, seconded by Jose Rivera.

Re-opened at 9:00pm via motion from Jason Altberger, seconded by Jose Rivera.

### **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, March 20, 2018.

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, March 20, 2018.

*Moved by* \_\_\_\_\_ *Jason Altberger* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Jose Rivera* \_\_\_\_\_

#### **Roll Call Vote**

<i>TRUSTEE</i>	<i>YES</i>	<i>NO</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
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**A K – 12 SERVICE LEARNING SCHOOL**

Jason Altberger	✓			
John Berger				✓
Lauren Calmas	✓			
Anthony Felella	✓			
Lisa McIntyre	✓			
Jose Rivera	✓			
Christine Sheedy				✓
Mark Silberberg				✓

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

*Date* 3.20.18 *Adjournment* 9:06pm