

**Board Minutes****BOARD OF TRUSTEES MEETING  
AUGUST 15, 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 June 30, 2017 at City Hall and the City Clerk's Office on Washington Street and by advertisement in the *Hoboken Reporter* and the *Jersey Journal*.

Board Member	Voting	Present	Absent
Jason Altberger	Voting	X	
John Berger	Voting		X
Lauren Calmas	Voting	X	
Anthony Felella	Voting	X	
Lisa McIntyre	Voting		X
Jose Rivera	Voting	X	
Mark Silberberg	Voting		X
Christine Sheedy	Voting	X	

► (was not present at roll call, arrived late – 7:30pm)

Also present: Morton Marks and Deirdra Grode

**Consideration of minutes from the last Board meeting**

Minutes of the previous public Board meetings held July 18, 2017 are available for review and/or correction and approval.

*I move that the minutes of the Hoboken Board of Trustees Meeting on July 18, 2017 be approved.*

**Moved by:** Christina Sheedy

**Seconded by:** Jose Rivera

**Action taken:** See action taken below:

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting			X	
John Berger	Voting				X
Lauren Calmas	Voting	X			
Anthony Felella	Voting	X			
Lisa McIntyre	Voting				X
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
		4	0	1	3

**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 2017-2018 year occur at 7:00pm and are to be held at both the 713 Washington Street and the 360 First Street locations on an alternating schedule as follows:*

Date	Location
July 18, 2017	713 Washington Street
August 15, 2017	360 First Street
September 19, 2017	713 Washington Street
October 17, 2017	360 First Street
November 21, 2017	713 Washington Street
December 19, 2017	360 First Street
January 16, 2018	713 Washington Street
February 27, 2018 (4th Tuesday)	360 First Street
March 20, 2018	713 Washington Street
March 27, 2018 (additional meeting)	360 First Street
April 24, 2018 (4th Tuesday)	713 Washington Street
May 15, 2018	360 First Street
June 19, 2018	713 Washington Street

*The Tuesdays before each meeting are reserved for committee meetings.*

**Moved by:** **Jason Altberger**

**Seconded by:** **Christine Sheedy**

**Action taken:** **Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

**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 July 18, 2017**

Grade	Current	Grade	Current	Grade	Current
<b>K</b>	22	<b>5</b>	22	<b>9</b>	25
<b>1</b>	22	<b>6</b>	22	<b>10</b>	25
<b>2</b>	22	<b>7</b>	22	<b>11</b>	25
<b>3</b>	22	<b>8</b>	22	<b>12</b>	25
<b>4</b>	22			<b>Total</b>	298

### 3. School Calendar Reminder

- August 28-31 – Professional Development for Faculty and Staff
- September 1-4 – Schools closed for Labor Day Break
- September 5 – First day of school – full day
- September 14 - Professional Development – 1:00pm dismissal for students
- September 19 – Board Meeting at 7:00 PM at 713 Washington Street
- September 21 – Schools closed for Rosh Hashanah
- September 27 – Upper School Back to School Night 6-8pm
- September 28 – Lower/Middle School Back to School Night 6:30-8:00pm

### 4. Report From Business Administrator

August 15, 2017

Period	Cash Bal	Fund Bal
07.31.17	720,920	812,335

### 5. Consideration of Motions Related to Policy – First Reading

- I. *I move that the Board of Trustees approves the revised Attendance and Truancy Policy as a first reading. (See attached.)*

Moved by: **Christina Sheedy**

Seconded by: **Jason Altberger**

Action taken: **Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

### 6. Consideration of Motions Related to Policy- Second Reading

- I. *I move that the Board of Trustees approves the revised Evaluation of Tenured and Non-tenured Teaching Staff Members policy. (See attached.)*

Moved by: **Christina Sheedy**

Seconded by: **Jason Altberger**

Action taken: **Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

II. *I move that the Board of Trustees approves the revised Faculty and Staff Organizational Chart. (See attached).*

**Moved by: Christina Sheedy**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

## **7. 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.*

- *Melisa Black*
- *Brittany Kulp*

**Moved by: Anthony Felella**

**Seconded by: Christina Sheedy**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

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.*

- *Melisa Black*
- *Brittany Kulp*

*Moved by: Anthony Felella*

*Seconded by: Christina Sheedy*

*Action taken: Unanimous:*

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

III. *I move that the Board of Trustees approves Melisa Black as Instructional Aide for the 2017-2018 school year.*

*Moved by: Anthony Felella*

*Seconded by: Christina Sheedy*

*Action taken: Unanimous:*

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

- IV. *I move that the Board of Trustees approves Brittany Kulp as Instructional Aide for the 2017-2018 school year.*

**Moved by: Anthony Felella**

**Seconded by: Christina Sheedy**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

- V. *I move that the Board of Trustees approves the professional services agreement for Dr. Colette Robinson, Physical Therapist, of Colette Robinson Doctor of Physical Therapy, LLC to provide physical therapy services for the 2017-2018 school year. The rates are as follows:*

- ☐ *Physical therapy sessions - \$75.00 for 30 minutes; \$90 for 45 minutes and \$120 for 60 minutes*
- ☐ *Physical therapy evaluations and written report- \$350.00*

**Moved by: Anthony Felella**

**Seconded by: Christina Sheedy**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

VI. *I move that the Board of Trustees approves the professional services agreement for Dolores Putt, LDTC, of D. W. Putt Educational Services, LLC to provide CST services for the 2017-2018 school year. The rates are as follows:*

- ☐ *Complete psychoeducational evaluation and written report - \$1000*
- ☐ *Complete educational evaluation and written report - \$500*
- ☐ *Consultation, attendance at meetings, etc. (per hour) - \$100*
- ☐ *Workshop presentations (per hour plus cost of materials) - \$100*

**Moved by: Anthony Felella**

**Seconded by: Christina Sheedy**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

## **8. Consideration of Motions Related To Board Operations**

I. *Be it resolved that the Board of Trustees of the Hoboken Charter School accepts and approves the Fiscal Year 2017-2018 ESEA Grant Award in the amounts listed on the attached Grant Acceptance Certificate.*



## A K – 12 SERVICE LEARNING SCHOOL

### New Jersey Department of Education No Child Left Behind Allocation Notice Summary Fiscal Year 2017-2018

District: 6720 – Hoboken CS

County: 17-Hudson

Title I Part A Basic, Concentration, Targeted & EFIG	\$86,119
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Title I Part A Neglected	\$0
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Title I Part D Delinquent	\$0
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Title I Total	\$86,119
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Title II Part A	\$11,442
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Title II Part D	\$0
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Title III	\$0
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Title III Immigrant	\$0
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Title IV PART A	\$10,000
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<b>Total Allocation</b>	<b>\$107,561.00</b>
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1. *The above referenced grant shall be implemented in accordance with Fiscal Year FY20187. Notification of Grant Award and the approved FY 2018 ESEA Consolidated application including assurances filed with the NJDOE which was used as the basis of awarding the grant.*
2. *The grant shall be administered and monitored in accordance with the appropriate state and federal regulations.*
3. *Wherever the program supported with these funds involves the procurement of goods or services from vendors or consultants, written contracts between LEA and such vendors or consultants, and the award for such contracts, shall be in accordance with the provisions of N.J.S.A. 18A-1 Et.-Seq.*

II. *I move that the Board of Trustees of the Hoboken Charter School accepts and approves the Fiscal Year 2017-2018 IDEA Grant Award of \$57,464.*

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting				X
Lauren Calmas	Voting	X			
Anthony Felella	Voting	X			
Lisa McIntyre	Voting				X
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
		5	0	0	3



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

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting				X
Lauren Calmas	Voting	X			
Anthony Felella	Voting	X			
Lisa McIntyre	Voting				X
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
		5	0	0	3

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

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting				X
Lauren Calmas	Voting	X			
Anthony Felella	Voting	X			
Lisa McIntyre	Voting				X
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
		5	0	0	3

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

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

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

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

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 June 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).*

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

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 July 31, 2017.*

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

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.*

**Moved by: Anthony Felella**

**Seconded by: Jason Altberger**

**Action taken: Unanimous:**

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>

## **9. Consideration of Motions Related To Board Operations for Discussion**

⇒ Meeting went into closed session at 9:04pm via motion from Jason Altberger, seconded by Jose Rivera.  
Re-opened at 9:25pm via motion from Jason Altberger, seconded by Jose Rivera.

## **10. Board Committee Reports**

## **11. New Business to come before the Board for Action**

- I. *I move that the Board of Trustees authorizes the Board President to sign the New Jersey Charter Schools Association letter of April 25, 2017.*

**Moved by:** *Anthony Felella*

**Seconded by:** *Christine Sheedy*

**Action taken:** *Unanimous:*

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	<b>X</b>			
John Berger	Voting				<b>X</b>
Lauren Calmas	Voting	<b>X</b>			
Anthony Felella	Voting	<b>X</b>			
Lisa McIntyre	Voting				<b>X</b>
Jose Rivera	Voting	<b>X</b>			
Mark Silberberg	Voting				<b>X</b>
Christine Sheedy	Voting	<b>X</b>			
		<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>



## 12. Executive Session

- Matters related to personnel
- Executive matters

## 13. 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, August 15, 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, August 15, 2017.

Moved by: Christine Sheedy

Seconded by: Jose Rivera

Action taken: Unanimous:

Board Member	Voting	Yes	No	Abstain	Absent
Jason Altberger	Voting	X			
John Berger	Voting				X
Lauren Calmas	Voting	X			
Anthony Felella	Voting	X			
Lisa McIntyre	Voting				X
Jose Rivera	Voting	X			
Mark Silberberg	Voting				X
Christine Sheedy	Voting	X			
		5	0	0	3

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

*Date* 8.15.17 *Adjournment* 9:30