

**Board Minutes****BOARD OF TRUSTEES MEETING
SEPTEMBER 19, 2017 - 7:00 PM****Call to Order****Roll Call**

<i>TRUSTEE</i>	<i>PRESENT</i>	<i>ABSENT</i>
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, arrived late – 7:30pm)

Dr. Loretta Bellina, Interim Executive Director

Morton Mark, Business Administrator/Board Secretary

Also present: Chris Kunkel, Chris Sell, Elizabeth Niesz and Julianne O’Connell**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 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*.

Approve Minutes

Minutes of the previous public Board meetings held August 15, 2017 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on August 15, 2017 be approved.

Moved by_____Jason Altberger_____ Seconded by_____Jose Rivera_____

Action taken_____See below_____

Roll Call Vote

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



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:

Christopher Kunkel – District Testing Reports

⇒ Meeting went into closed session at 7:20pm via motion from Lisa McIntyre, seconded by Jose Rivera.
Re-opened at 7:40pm via motion from Lisa McIntyre, seconded by Jose Rivera.

Comments from the public -

Lauren Calmas introcuded Julianne O’Connell – (FOHCS)

- Discusses how they can support school
- Friends meeting to be opened by Lizzie
- Mike Snow – track items – volunteers – contributions
- Morning & evening meetings
- 20th year anniversary planned

A. Policy

Motion by: _____ **Jason Altberger** _____ **Seconded by:** _____ **John Berger** _____

Second Reading

- I. Resolved, that the Board of Trustees approves the revised Attendance and Truancy Policy. (See attached)

Roll Call Vote

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



B. Educational Planning

Motion by: Anthony Felella **Seconded by:** John Berger

- I. Resolved, that the Board of Trustees approves the professional development request for Elizabeth Niesz, Vice-Principal K-8, and Morton Marks, Business Administrator, to attend the NJCSA Annual Conference. Mr. Marks will also be a presenter at the Conference. The Conference will be held in Newark, NJ from October 17-18, 2017. The cost is approximately \$1000 to cover hotel, registration and transportation.
- II. Resolved, that the Board of Trustees approves the professional development request for Heather DeSimone, Social Worker, to attend a 1 day Bullying Law Update session. The PD will be held at Brick Township Professional Development Center in Brick, NJ on Friday, October 27, 2017. The cost is \$150.00.
- III. Resolved, that the Board of Trustees approves the professional development request for Amanda Thiede, Grades 5-8 SPED Humanities Teacher, to attend a 1 day session on “Using Evidence-Based Reading Comprehension Instruction: Powerful Approaches for Close Reading.” The PD will be held at the Crowne Plaza in White Plains, NY on Friday, December 1, 2017. The cost is \$219.00.
- IV. Resolved, that the Board of Trustees approves the professional development request for Jennifer Tarangelo, Teacher, to attend a 3 day session on “Teaching Nonfiction Reading Skills and Strategies in a Way That Gives Kids Wings and Roots: Grades 3-5.” The PD will be held at Teachers College Campus, Columbia University located at 525 W 120th Street, NY from Wednesday, October 25 – to Friday, October 27, 2017. The cost is \$650.00.

Roll Call Vote

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

C. Personnel

Motion by: Jose Rivera **Seconded by:** Jason Altberger

- I. Resolved, that the Board of Trustees approves the part-time position of security guard, Kenneth Bollhardt, for the 2017-2018 school year at the Upper School, at a rate of \$15.00 per hour, 25



A K – 12 SERVICE LEARNING SCHOOL

hours per week for 175 days (as per the HCS school calendar). Retroactive as of September 11, 2017.

Roll Call Vote

TRUSTEE	YES	NO	ABSTAIN	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			

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

- II. Resolved, that the Board of Trustees approves the contract with Jose Contractors Inc. for \$8,900 to repave concrete and weather proof the front and back at 713 Washington Street.
- III. Resolved, that the Board of Trustees approves the contract with Barona Construction, LLC for \$5,200 to patch the front steps, excavation of soil in the back of 713 Washington Street, and additional work.
- IV. Resolved, that the Board of Trustees approves the Outside Service Agreement between the CarePoint Health Foundation, Inc. and Hoboken Charter School.
- V. Resolved, that the Board of Trustees approves the renewal of the current Horizon Blue Cross/Blue Shield health insurance plan and the additional Horizon MyWay HAS-Direct Access health insurance plan (high deductible plan) effective 10/01/2017.
- VI. Resolved, that the Board of Trustees approves the Board Secretary Report as of August 31, 2017 as received and as per DOE requirements. See attached file at the end of the minutes.
- VII. Resolved, that the Board of Trustees approves the Treasurer's Report, as of August 31, 2017, as listed below in the minutes, and as per DOE requirements.



A K – 12 SERVICE LEARNING SCHOOL

- VIII. Resolved, that the Board of Trustees approves the Budget Transfers as listed below in the minutes, and as per DOE requirements.
- IX. Resolved, that the Board of Trustees approves the bills as listed below in the minutes, and as per DOE requirements.
- X. 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 August 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).
- XI. 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 August 31, 2017.
- XII. 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	X			
John Berger	X			
Lauren Calmas *	X	* X (item 5 only)		
Anthony Felella	X			
Lisa McIntyre	X			
Jose Rivera	X			
Christine Sheedy				X
Mark Silberberg	X			

E. Information Items

Enrollment as of September 19, 2017

Grade	Current	Grade	Current	Grade	Current
K	22	5	22	9	26
1	22	6	22	10	24
2	22	7	22	11	25
3	22	8	22	12	25
4	22			Total	298

School Calendar Reminder

- 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



A K – 12 SERVICE LEARNING SCHOOL

- October 9 – Schools closed for Indigenous People Day
- October 12 – Professional development day – 1:00pm dismissal for students – Movie Day is available
- October 12 – Upper School Open House 6 – 8:00 p.m.
- October 13 – K-12 Picture Day
- October 17 - Board Meeting at 7:00 PM at 360 First Street
- October 26 – K-8 Open House 6-7:00 p.m.
- November 9-10 – Schools Closed for NJEA Convention

Executive Director's Report

Upper School Report

We have had a great start to the 2017-2018 academic year. Both the students and the staff seemed genuinely pleased with our new campus. We look forward to a great year.

The Upper School staff has been working on developing innovative lessons and experiences centered on diversity and Indigenous peoples (in preparation for Indigenous People's Day).

On Tuesday, August 29th, the Upper School staff spent the morning with Mary Jo McKinley (educational consultant) working on understanding and using data (PARCC and MAP scores) to improve lesson design and student learning.

Lower School/Middle School Administrative Reports

The 2017-2018 school year got off to a great start, with teachers returning on Monday, August 28 for four days of professional development. The focus for staff orientation this year was the implementation of Multi-Tiered Systems of Supports (MTSS), that focuses on supporting core instruction, differentiated and student-centered learning, meeting individualized student needs, and the alignment of systems targeting students' academic, behavioral, and social success. Teachers participated in training around the NWEA MAP assessment, which will be used as a universal screening tool to support the identification of students in need of extra ELA or math support. Additionally, teachers reviewed the revised process for referring students to Intervention and Referral Services (I&RS), which helps develop action plans to support students around academic, social, behavior or attendance needs.

Fifth graders and their families were invited to a middle school orientation session on Thursday, August 31. Students were able to meet with their teachers, find their seats and lockers and practice their middle school schedule. Thanks to Ms. Thiede and Ms. Lingechetty for coordinating this event again this year. Additionally, all incoming Middle School families received a welcome guide that outlined the Middle School experience at HCS.

After school programming began on Monday, September 18.

⇒ Meeting went into closed session at 9:05pm via motion from Jose Rivera, seconded by Lisa McIntyre.
Re-opened at 10:00pm via motion from Jose Rivera, seconded by Lisa McIntyre.



Student Suspensions

- One Upper School student has been suspended for 5 days for infraction # 36 of the Code of Student Conduct.

Board of Trustees Committee Reports

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, September 19, 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, September 19, 2017.

*Moved by*__ *Lisa McIntyre*_____ *Seconded by*_____ *Jose Rivera*_____

*Action taken*_____ *See below* _____

Roll Call Vote

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

Certified by Board Secretary _____

*Date*_____ *9.19.17*_____ *Adjournment*_____ *10:00pm*_____