



A K – 12 SERVICE LEARNING SCHOOL

Board Minutes

BOARD OF TRUSTEES MEETING
FEBRUARY 26, 2019 - 6:00 PM
360 1ST STREET, 2ND FLOOR
HOBOKEN, NJ 07030

Call to Order

Roll Call

TRUSTEE	PRESENT	ABSENT
Jason Altberger	✓	
John Berger		✓
Lauren Calmas	✓	
Anthony Felella	✓	
Lisa McIntyre	✓	
Christine Sheedy	✓	
Mark Silberberg	✓	

Deirdra Grode, Executive Director

Morton Marks, Business Administrator/Board Secretary

Also in attendance: Elizabeth Palma, Joanna Weintraub, Julianne O'Connell, Sivan Noy, Charles DeMeola, Isabel DelCorral and Darren Fusaro

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 August 27, 2018 at City Hall and the City Clerk's Office on Washington Street and by advertisement in the Hoboken Reporter and the Jersey Journal.

Summary Notes from the Meeting

Darren Fusaro and Isabel Del Corral of McIntee Fusaro Del Corral, LLC reported on the school's financial results for FY 2017-2018 as detailed in the Comprehensive Annual Financial Report (CAFR). The CAFR encompasses reporting around many items including financial statements, revenue and expenses, payroll, the lunch program, enrollment, special education services, attendance, registration and insurance policies. Chuck DeMeola of De Meola Zawacki & Co, LLC presented the 990. The 990 is a tax return for a non-profit which is HCS' tax classification.

Isabel Del Corral presented on special education, registration and attendance and reported that everything was in good order with no findings. Darren Fusaro concentrated on the financial statistics primarily and GASB (Government Accounting Standards Board) pronouncements. He also reported that everything was in order and did not have any findings. He went into a short discussion of why the CAFR was being discussed in February when it is usually before the end of the calendar year. The main reason was due to GASB pronouncements. The Government Accounting Standards Board has established new regulations which all



A K – 12 SERVICE LEARNING SCHOOL

schools and governmental agencies must follow. This is additional information added to the CAFR that does not have any effect on the actual financial report. GASB 68 requires the schools to recognize pension liabilities that were actually the State's liabilities. GASB 75 requires more details on post-employment benefits reporting (although only a footnote disclosure) that again were primarily the responsibility of the State. In short, this became more of an exercise in "transparency." Chuck DeMeola discussed HCS' tax return in relationship to the CAFR. The actual results are the same as previous reporting but does not require the same level of detail for the report. There are more levels of consolidation on the 990. The bottom line is that there is not any material difference in the final results. One thorny issue is the reporting of the number of employees. The 990 reports on a calendar year and not a fiscal year. In addition, any substitute or program employee is counted as an employee in the totals although they are not full time teachers/staff.

The school has requested a one (1) year extension of the leases for the upper schools' two locations. 360 First Street has been granted a one year extension beginning in July while the City is preparing a renewal document for 124 Grand Street.

The possibility and potential costs around the middle and upper schools attending their own overnight team-building experience in the fall were discussed. The idea is a separate middle school and upper school trip through which the each division (5-8 and 9-12) would have opportunities to bond with peers of their grade as well as across grades within their division.

Reports from the Executive Director and Principals were given. (See reports below.)

Prior to adjourning the meeting, the Board went into closed session to hear a report on a HIB investigation and to discuss matters related to finance and facilities and reopened to vote on a student discipline matter.

Approve Minutes

Minutes of the previous public Board meetings held January 22, 2019 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on January 22, 2019 be approved.

Moved by _____ Mark Silberberg _____ Seconded by _____ Christine Sheedy _____

Action taken _____ OK _____

<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			
Christine Sheedy	X			
Mark Silberberg	X			

Public comment/questions on agenda items for the meeting



A K – 12 SERVICE LEARNING SCHOOL

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.

Presentation:

Darren Fusaro, Isabel Del Corral and Chuck DeMeola – Auditors

1. Finance

Motion by: _____Anthony Felella_____ Seconded by: _____Mark Silberberg_____

I. Cash and Fund Balance

Period	Cash Bal	Fund Bal
07.31.18	930,124	843,592
08.31.18	865,009	763,100
09.30.18	970,001	1,004,371
10.31.18	823,753	899,441
11.30.18	723,354	823,162
12.31.18	1,009,841	1,118,781
01.31.19	941,094	988,737

- II. Resolved, that the Hoboken Charter School Board of Trustees approves the submission of the Special Education Medicaid Initiative (SEMI) waiver to the NJDOE which will exempt the Hoboken Charter School from participating in the SEMI Program. Participation is mandated for districts with more than 40 Medicaid eligible students.
- III. Resolved, that the Board of Trustees approves the 2017-2018 CAFRA, AMR & Synopsis of audit.
- IV. Resolved, that the Board of Trustees approves the 2017-Form 990 (2017-2018).
- V. Resolved, that the Board of Trustees approves HCS' option to renew the lease at 360 First Street, Units C&D, for an additional (1) one year term to expire on June 30, 2020 at a 3% increase in the monthly rental (\$12,000) and security deposit. The rent will become \$12,360 a month and an additional \$360 is needed for the security deposit.
- VI. Resolved, that the Board of Trustees approves the continuation of Lightpath (Altice) internet service for FY19-20 at 360 First Street at \$1,034.95 a month.
- VII. Resolved, that the Board of Trustees approves the Board Secretary Report as of January 31, 2019, as received in the monthly financial report as per DOE requirements
- VIII. Resolved, that the Board of Trustees approves the Treasurer's Report, as of January 31, 2019, as received in the monthly financial report as per DOE requirements.



A K – 12 SERVICE LEARNING SCHOOL

- IX. Resolved, that the Board of Trustees approves the Budget Transfers as received in the monthly financial report as per DOE requirements.
- X. Resolved, that the Board of Trustees approves the bills as received in the monthly financial report as per DOE requirements.
- XI. 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 January 31, 2019, 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).
- XII. 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 January 31, 2019.
- XIII. 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.
- XIV. Resolved, that the Board of Trustees approves the FOHCS lease addendum.

Lease Addendum

As mutually agreed upon, the Lease dated August 14, 2018 (“the Lease”) between THE FRIENDS OF HOBOKEN CHARTER SCHOOL, INC., a New Jersey nonprofit corporation (“Landlord”) and HOBOKEN CHARTER SCHOOL, INC., a New Jersey nonprofit corporation (“Tenant”) is hereby amended as follows:

Paragraph 4.(b) of the Lease shall be deemed omitted and replaced with the following:

(b) In consideration for construction modifications to the Additional Premises as requested by Tenant and to be made by Landlord prior to the Additional Premises Commencement Date, Tenant agrees to pay to Landlord, as additional rent hereunder, an amount up to Five Hundred Thousand and 00/100 Dollars (\$500,000.00), which amount shall be in installments or one lump sum, as requested by Landlord and payable by Tenant to Landlord upon fifteen (15) days’ notice from Landlord to Tenant.

In all other regards the Lease remains unmodified and in full force and effect.

LANDLORD:

THE FRIENDS OF HOBOKEN CHARTER SCHOOL, INC.,
a New Jersey nonprofit corporation

By: _____

Name: _____

Title: _____

TENANT:

HOBOKEN CHARTER SCHOOL, INC.,
a New Jersey nonprofit corporation

By: _____

Name: _____

Title: _____



A K – 12 SERVICE LEARNING SCHOOL

Roll Call Vote

TRUSTEE	YES	NO	ABSTAIN	ABSENT
Jason Altberger	X			
John Berger				X
Lauren Calmas	X			
Anthony Felella	X			
Lisa McIntyre	X			
Christine Sheedy	X			
Mark Silberberg	X			

2. Educational Planning

Motion by: _____ Christine Sheedy _____ Seconded by: _____ Lisa McIntyre _____

- I. Resolved, that the Hoboken Charter School Board of Trustees approves the professional development for Jhon Restrepo, Building Maintenance, in obtaining a black seal license (Low Pressure Boiler Operator) through training and certification classes at The Training Center in Saddlebrook, NJ. Dates: Mar/April Semester (Thursdays): Mar 14, Mar 28, April 11, April 25 Exam: May (TBA). Total cost is \$550.
- II. Resolved, that the Hoboken Charter school 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.
 - Samantha Polak
 - Caitlin Medwid
 - Christopher Tinajero
- III. Resolved that the Hoboken Charter School 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.
 - Samantha Polak
 - Caitlin Medwid
 - Christopher Tinajero
- IV. Resolved that the Hoboken Charter School Board of Trustees approves the employment agreement of Samantha Polak as part-time College and Career Advisor from 2/27/19-6/30/19.
- V. Resolved that the Hoboken Charter School Board of Trustees approves the employment agreement for Caitlin Medwid as Leave Replacement Teacher from 3/1/19-6/30/19.

Roll Call Vote

TRUSTEE	YES	NO	ABSTAIN	ABSENT
Jason Altberger	X			
John Berger				X



A K – 12 SERVICE LEARNING SCHOOL

Lauren Calmas	X			
Anthony Felella	X			
Lisa McIntyre	X			
Christine Sheedy	X			
Mark Silberberg	X			

3. Information Items

February 26, 2019

Grade	Current	Grade	Current	Grade	Current
K	22	5	22	9	23
1	22	6	22	10	26
2	22	7	22	11	25
3	22	8	22	12	26
4	22			Total	298

School Calendar Reminder

- March 14 – Professional Development Day-students will have a 1:00pm dismissal. Movie Day is available for K-8 students.
- March 19 – Board Meeting at 713 Washington Street at 7:00 pm.
- March 26 – Board Meeting at 360 First Street at 7:00 pm.
- April 11 – Professional Development Day-students will have a 1:00pm dismissal. Movie Day is available for K-8 students.
- April 16 – Board Meeting at 713 Washington Street at 7:00 pm.
- April 18 – 1:00 pm dismissal. All after school activities are cancelled.
- April 19-26 – Spring Break. Lower, Middle and Upper Schools are closed.

Executive Director's Report

HCS middle / upper school robotics team Roboken advanced to the NJ State Championship based on their performance at their league tournament. They both were on the winning alliance and also won the Motivate Award. This judged award celebrates the team that represents the essence of the FIRST Tech Challenge competition through team building, team spirit and displayed enthusiasm. They've been working very, very hard all season and continuously making HCS proud.

Upper School Teacher and Coach Megan Baird invited the middle school girls' basketball team to play with the upper school girls' basketball team for a Cougar red vs. white game. It was a very competitive game (final score was 17-19) and a perfect way to recognize the seniors for Senior Night. The girls from across the divisions loved playing together, new friendships developed and players from each team have requested more of such games.

Lower School/Middle School Report

On Friday, February 1, the Middle School Student Government Association (SGA) held their first coffee house. Students performed music, dance and comedy numbers.

Thursday, February 7 was the 100th day of school. The Lower School classes celebrated by have each class rotate through activities in each one of the Lower School classes around the theme of 100.



A K – 12 SERVICE LEARNING SCHOOL

Also on February 7, sixth graders Jordan Getz, Jessica McLaughlin and Daniella Usherovich held a Valentine's Day of Fun for Lower School students. This was a fundraiser for the American Cancer Society as a part of their Technology Student Association (TSA) elective.

On Friday, February 8, the fourth grade held their beginner band concert, led by music teacher Sean Gavarny.

Also on February 8, the fifth grade ELA class held a Project Based Learning (PBL) share session for families. Students have been exploring issues around access to quality food such as food deserts, access to vegan and gluten free foods and hunger and homelessness.

On Monday February 11, Happy Kids Dentistry visited the Lower School to conduct presentations on good dental health to each class.

On Wednesday, February 13, motivational speaker Mykee Fowlin met with Middle School students to talk about issues around empathy and self-esteem.

Throughout the month of February, HCS has been hosting accepted family visits for our incoming kindergarten families. Parents are able to observe in the kindergarten class, tour the school, learn more about our program from administration and meet the officers of the Friends of Hoboken Charter School. Students and families will return late this spring for move up day.

Led by Middle School science teacher Evangelina Pena, grades 5-8 will begin a full composting program in coordination with the City of Hoboken in early March. Students will learn what can and cannot be composted and asked to place food waste from lunch and snack into a designated composting bin that the city will collect biweekly.

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

- The Seventh grade visited the Museum of Illusion

Upper School Report

Scholars and athletes...

We celebrated the Boys Basketball team AND the HCS Robotics team who both qualified for State Competitions!

We celebrated the students who improved upon their Fall MAP scores in the Winter testing sessions. 2/3 of the eligible students attended a pizza party to honor their growth.

We celebrated 38 students who made High Honors (all A's) and Honor Roll (all A's and B's) and 27 students who were chosen as Cougar Citizens at a Cougar Celebration on February 1st.

Our annual Report Card and Conference Night occurred. The most productive conferences were those which included the student. We successfully reorganized the night to help families see as many teachers as they would like.



A K – 12 SERVICE LEARNING SCHOOL

Our breakfast program changes have been successful. Extending breakfast serving hours, with a Breakfast After the Bell program, as well as switching from a pre-order to a pick-up system has seen us serving 17-20 students breakfast each morning as opposed to 4 or 5.

Board of Trustees Committee Reports

New Business

Public Comments

Looking Ahead

First read on a proposed Family and Medical Leaves and Benefits Policies

First read on a proposed Human Resources Handbook

Executive Session

RESOLUTION to adjourn to closed session prior to the end of this session for the purpose of a confidential student matter. The matter will be disclosed to the public if/when the need for confidentiality no longer exists. This session should not last longer than sixty (60) minutes. Action, if any, will take place in public session.

⇒ Meeting went into closed session at 7:22pm via motion from Lisa McIntyre, seconded by Christine Sheedy.

Re-opened at 10:03pm via motion from Lisa McIntyre, seconded by Christine Sheedy.

Return to Open Session

RESOLUTION

WHEREAS, the Chief School Administrator has recommended that the suspension of student bearing identification number 91026220 be continued;

WHEREAS, on 2/26/19, a formal disciplinary hearing was held before the Board of Trustees in accordance with N.J.A.C. 6A:16-7.3;

WHEREAS, at the formal disciplinary hearing, the Board of Trustees received testimony from the Hoboken Charter School administration and the Student and his/her family;

WHEREAS, at the formal disciplinary hearing, the administration presented evidence that the Student engaged in conduct in violation of the Student Code of Conduct and recommended that the Student be suspended for a total of thirty (30) consecutive days;

WHEREAS, after hearing testimony from the administration and the Student and his/her family, the Board of Trustees determined that the preponderance of the evidence indicates that he/she engaged in conduct that is in violation of the Student Code of Conduct; and



A K – 12 SERVICE LEARNING SCHOOL

WHEREAS, after extensive deliberations, the Board of Trustees determined to uphold the administration's recommendation to suspend the Student for a total of thirty (30) consecutive days, effective from Monday, February 4, 2019.

BE IT RESOLVED that the Hoboken Charter School Board of Trustees hereby continues the suspension of the Student for a total of thirty (30) consecutive days;

BE IT FURTHER RESOLVED that the Board of Trustees hereby determines that the Student shall not be present on any of the Board of Education's school premises before, during, and after the regularly-scheduled school day during the period of his/her suspension, unless specifically authorized by the Chief School Administrator;

BE IT FURTHER RESOLVED that the Board of Education hereby determines that the Student shall not be permitted to participate in any athletic, co-curricular and/or extra-curricular activities sponsored by the Board of Trustees, and shall not be present for, or attend, any Board of Trustees sponsored activities, either on Board of Trustees premises or in any school district where the Hoboken Charter School is participating in the activities during the period of suspension; and

BE IT FURTHER RESOLVED that an alternate education shall continue to be provided to the Student during his/her suspension.

Moved by _____ Lisa McIntyre _____ Seconded by _____ Anthony Felella _____

Action taken _____ OK _____

TRUSTEE	YES	NO	ABSTAIN	ABSENT
Jason Altberger	X			
John Berger				X
Lauren Calmas	X			
Anthony Felella	X			
Lisa McIntyre	X			
Christine Sheedy	X			
Mark Silberberg	X			

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, February 26, 2019.

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, February 26, 2019.

Moved by _____ Lisa McIntyre _____ Seconded by _____ Christine Sheedy _____

Action taken _____



A K – 12 SERVICE LEARNING SCHOOL

Certified by Board Secretary _____

Date 2.26.19 Adjournment 10:05

TRUSTEE	YES	NO	ABSTAIN	ABSENT
Jason Altberger	X			
John Berger				X
Lauren Calmas	X			
Anthony Felella	X			
Lisa McIntyre	X			
Christine Sheedy	X			
Mark Silberberg	X			