



A K – 12 SERVICE LEARNING SCHOOL

BOARD MINUTES

BOARD OF TRUSTEES MEETING
APRIL 21, 2020
7:00 PM

THIS MEETING WAS A VIRTUAL MEETING WITH CALL-IN INFORMATION MADE PUBLIC IN ADVANCE OF THE MEETING.

Call to Order

Roll Call

TRUSTEE	PRESENT	ABSENT
John Berger	X	
Lauren Calmas	X	
Amanda Grant	X	
Lisa McIntyre	<i>Arrived 7:40 pm</i>	
Christine Sheedy	X	
Mark Silberberg	X	
Joy Wheeler	X	

Deirdra Grode, Executive Director/Board Secretary April 21, 2020

Also in attendance: Kelly Pansy, Melissa Fisher, Lizzie Palma and Joanna Weintraub

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 13, 2019 and updated with the change to a virtual meeting on April 9, 2020 via City Hall and the City Clerk's Office on Washington Street and by advertisement in the *Hudson Reporter* and the *Jersey Journal*.

Summary Notes

The administrative team spoke about the evolution of remote instruction at HCS over the past weeks and what it looks like today. Parent and faculty/staff feedback was solicited to inform the changes to the initial program. The team spoke not just about the general educational program currently but additionally how HCS is supporting students with IEPs and 504 plans and who receive various related services. The school continues to provide social work, guidance counseling and speech therapy services remotely via our contracted staff. More detailed information can be found in the administrative reports in the agenda below.

Deirdra Grode, Executive Director, and Lauren Calmas, Chair of the Finance Committee, spoke about their recent finance committee call and outlined possible savings and revenue losses as a result of the school closure. They also shared information on funds they hoped to be eligible for and will pursue via the CARES Act. Joy Wheeler, Chair of the Facilities Committee, provided updates on the impact of COVID-19 on the 709 Washington Street project. The project is still on track to be completed before the September start school. Amanda Grant, who is leading the Board of Trustees' work on the capital



A K – 12 SERVICE LEARNING SCHOOL

campaign, shared updates on the team’s work, including the start of outreach, and a transition away from approaching small businesses at this time. Mark Silberberg, Chair of the Management Committee, reviewed the annual evaluation process for the role of Executive Director which will occur in May.

Approve Minutes

Minutes of the previous public Board meetings held March 17, 2020 are available for review and/or correction and approval.

I move that the minutes of the Hoboken Board of Trustees Meeting on March 17, 2020 be approved.

Moved by _____ Mark Silberberg _____ Seconded by _____ John Berger _____

Action taken _____ Approved _____

Roll Call Vote

TRUSTEE	YES	NO	ABSTAIN	ABSENT
John Berger	X			
Lauren Calmas	X			
Amanda Grant	X			
Lisa McIntyre				X
Christine Sheedy	X			
Mark Silberberg	X			
Joy Wheeler	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.

1. Finance

- I. Resolved, that the Board of Trustees approved the Board Secretary and Reconciliation Report(s) for March 2020, as per the attached; and pursuant to N.J.A.C. 6A:23-2.11(a), the Hoboken Charter School Board of Trustees secretary’s certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of March 2020, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- II. Resolved, that the Board of Trustees approves the bills list from March 18, 2020 through April 21, 2020.
- III. Resolved, that the Board of Trustees approves the following payrolls:



A K - 12 SERVICE LEARNING SCHOOL

Date	Amount
April 1, 2020	\$124,835.56

Moved by _____ Lisa McIntyre _____ Seconded by _____ Mark Silberberg _____

Action taken _____ Approved _____

Roll Call Vote

TRUSTEE	YES	NO	ABSTAIN	ABSENT
John Berger	X			
Lauren Calmas	X			
Amanda Grant	X			
Lisa McIntyre	X			
Christine Sheedy	X			
Mark Silberberg	X			
Joy Wheeler	X			

2. Personnel

- I. Resolved, that the Board of Trustees approves the resignation of Elizabeth Pedrick effective May 5, 2020.

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

Action taken _____ Approved _____

Roll Call Vote

TRUSTEE	YES	NO	ABSTAIN	ABSENT
John Berger	X			
Lauren Calmas	X			
Amanda Grant	X			
Lisa McIntyre	X			
Christine Sheedy	X			
Mark Silberberg	X			
Joy Wheeler	X			

3. Information Items

Enrollment – April 21, 2020

Grade	Current	Grade	Current	Grade	Current
K	22	5	22	9	27
1	22	6	22	10	23
2	22	7	22	11	26
3	22	8	22	12	24
4	22			Total	298



A K – 12 SERVICE LEARNING SCHOOL

School Calendar Reminder

- April 23 – Professional Development Day
- May 12 – Board Meeting at 7:00 p.m. (Call-in information will be found on the website the morning of May 12.)
- May 14 – Professional Development Day
- May 22 – 1:00 p.m. dismissal for Memorial Day weekend.
- May 24 – School Closed for Memorial Day

K-12 Report

The K-12 team has worked tirelessly to continue delivering its exceptional programming to all of our students. Public schools in NJ are required to provide 5 hours per week of programming during a closure to count toward the 180 days. HCS made the decision to continue to provide all coursework opportunities for our students including specials, electives, dual enrollment courses and even recess/lunch. While classes look different in many ways remotely, our teachers have been innovative and are finding ways to keep instruction engaging and mission-aligned. Feedback from families and teachers has informed the evolution of what the virtual program looks like and we are very proud of what HCS has accomplished in a few short weeks.

Lower/Middle School Report

HCS K-8 faculty has worked tirelessly to make the transition to remote learning smooth for students and families. Over the last four weeks, we have solicited feedback from families and made changes each week to improve our program offerings and better align our model with our mission and values (rigorous, student centered instruction with ways to connect with teachers and other students). Below is an outline of our current K-8 remote learning plan:

Lower School

- Live morning meeting Monday-Friday
- Live and prerecorded daily lessons
- Teacher office hours, focused both on content support and one-on-one and small group support
- Live daily specials classes

Middle School

- Live lessons for core content areas (ELA, SS, Science, Math) three days a week, with office hours the other two days for additional support
- Live Spanish and PE classes throughout the week
- Optional elective class projects to be completed independently or virtually with a group (Artsbridge, Enrichment, Mission Labs)

K-8

- Use of Google Classroom for posting assignments and streamlining communications
- Live daily recess
- Live MTSS small group lessons and support
- Live Special Education support
- Related services via teleservice
- Counseling services from the social worker



A K – 12 SERVICE LEARNING SCHOOL

Upper School Report

Our transition to online learning due to isolation policies has not been seamless, but the overlapping components have been developed to meet our particular students at this particular time.

Teachers use Google Classroom as a platform from which all students can find their assignments and lessons. To share content, teachers use a combination of narrated videos, links to articles, videos, and music, and the use of online resources such as Kahn Academy, DeltaMath, Membean, and Pearson textbooks. Students struggling with the new format have been supported one on one as teachers answer emails day and night. We have contacted parents when there is a concern, first by teachers and then through a net of support staff in our determination to reach everyone.

It has been equally important to connect with students and to support the Upper School community. Teachers offer weekly office hours, and live classes as needed, through platforms such as Google Hangout/ Meet and Zoom. Advisors have reached out one on one to speak with students. We began a daily Lunch Chat on Google Hangout. Staff has collaborated constantly about student participation and support needs, ensuring that no student falls between the cracks.

This plan will continue to develop as needs change throughout. Our goal is to provide the continued connections of school community and to maintain the development of academic skills. We are providing all classes and content while taking advantage of the flexibility of online learning.

The Upper School has not made decisions yet about end of year events, but remains committed to celebrating our Seniors.

Board of Trustees Committee Reports

New Business

Public Comments

Executive Session

The meeting went into closed session at 8:48 p.m. via motion from Lisa McIntyre and seconded by Mark Silberberg.

Return to Open Session

The meeting re-opened at 9:12 p.m. via motion from Lisa McIntyre and seconded by Mark Silberberg.

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, April 21, 2020.

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, April 21, 2020.

Moved by _____ Lisa McIntyre _____ Seconded by _____ Mark Silberberg _____

Action taken _____ Adjourned _____



A K - 12 SERVICE LEARNING SCHOOL

Certified by Board Secretary _____

Date April 21, 2020 Adjournment 9:12 pm

Roll Call Vote

TRUSTEE	YES	NO	ABSTAIN	ABSENT
John Berger	X			
Lauren Calmas	X			
Amanda Grant	X			
Lisa McIntyre	X			
Christine Sheedy	X			
Mark Silberberg	X			
Joy Wheeler	X			