

**Bridgeton Public Charter School
Regular Board Meeting
May 18, 2021**

Convened at 6:00 p.m. in the Community Room at 790 E Commerce ST., Bridgeton NJ 08302

- I. CALLED TO ORDER
 - A. Call to Order by the Board President 6:00 PM
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times and The Reminder on June 17, 2020.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mr. Garcia
- IV. ROLL CALL
 - A. Adele Harris, President – PRESENT (By Phone)
Edith Johnson, Vice President – PRESENT (By Phone)
Mark Dooley, Trustee – PRESENT (By Phone)
Ivelisse McBride, Trustee – PRESENT (By Phone)
 - B. Also Present:
 1. CCCSN Executive Director – PRESENT (By Phone)
CCCSN Deputy Director – PRESENT (By Phone)
Christina Murphy, Business Administrator/Board Secretary – PRESENT (By Phone)
Brian Caulford, Comptroller – PRESENT (By Phone)
Dr. Valerie James, Principal – PRESENT (By Phone)
Courtney Alvarez, Director of Human Resources – PRESENT (By Phone)
AnneMarie Lucchesi, Bookkeeper – ABSENT
- V. REVIEW OF AGENDA
 - A. Questions
- VI. OPEN TO PUBLIC
 1. The public may ask questions pertaining to agenda items only.
- VII. EXECUTIVE SESSION
- VIII. OPEN TO PUBLIC
- IX. APPROVE MINUTES
 - A. Motion by Mark Dooley and second by Edith Johnson to approve the Minutes of the Regular and Executive session meetings held on April 20, 2021.
 - B. ROLL CALL
Adele Harris – YES
Edith Johnson – YES
Mark Dooley- YES
Ivelisse McBride – YES
Motion passed on an unanimous Roll Call Vote.
- X. BOARD OPERATIONS
 - A. Motion by Edith Johnson and second by Mark Dooley to approve item 1 under Board Operations.
 1. Recommend approval of the following dates for the Board of Trustees meetings for 2021-2022. All meetings will begin at 6:00 PM in the BPCS Board Room (Backup BO-1):
July 20
August 17
September 21
October 19

November 16
December 21
January 18
February 15
March 15
April 12
May 17
June 21

ROLL CALL

Adele Harris – YES
Edith Johnson – YES
Mark Dooley- YES
Ivelisse McBride – YES

Motion passed on an unanimous Roll Call Vote.

XI. OLD BUSINESS (None)

XII. FINANCE

- A. Motion by Adele Harris and second by Edith Johnson to approve items 1 through 20 under Finance.
1. Recommend approval of line item transfers for the Month of April 2021. (Backup L-1)
 2. Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2021. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A - 16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year which the board is now certifying.(Backup materials L-2)
 3. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2021. The Treasurer's Report and the Secretary's Reports are in agreement for the month of April 2021.(Backup materials L-3)
 4. Recommend approval of the bills as attached in the amount of \$148,119.95
 5. Recommend approval of the following payrolls (Backup L-5):
April 30, 2021 -\$40,961.00
May 15, 2021 - \$34,141.95
 6. Approve the Board of Education Certification - pursuant to N.J.A.C. 6A:23A-16.10(c) 3, we certify that after review of the secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
 7. Recommend to approve the expense reclassification report for April 2021. (Backup L-6)
 8. To award Bowman and Company audit contract for FY2021 thru a non-fair and open process and to acknowledge receipt and review of our unmodified external peer review report which is included as Appendix 1 of the enclosed contract. Attached is engagement letter and contract. (Back-up L-7)
 9. To approve stipend for staff (as listed in attachment) during summer program. Payment will be a bi-monthly stipend paid on July 15th and July 30th totaling \$2400 (\$1200 each pay in July). (Back-up L-8)
 10. To approve RTK Survey Proposal and AHERA Compliance with Epic Environmental in the amount of \$300 and \$450 respectively. (Back-up L-9)

11. To ratify the CERTIFICATION OF DE MINIMIS INDIRECT COST RATE of 10% as attached for USDA. (Back-up L-10)
12. To approve the agreement with Therapy Source for the 2021-2022 SY. (Back-up L-11)
13. To approve the contract with MAC's Janitorial Services in the amount of \$1,250. (Back-up L-12)
14. To approve the agreement with Professional Medical Staffing. (Back-up L-13)
15. To approve the memorandum concerning the Lead Agency for a Cooperative Purchasing System. (Back-up L-14)
16. To approve the contract with LunchTime in the amount of \$961.67. (Back-up L-15)
17. To approve the contract with Salem County Special Services for the 2021-2022 sy. (Back-up L-16)
18. To approve the contract with the School Physician in the amount of \$1,500 for the 2021-2022 SY. (Back-up L-17)
19. To approve the agreement with e2e Exchange for the 2021-2022 SY (Back-up L-18)
20. To approve the quote with OnCourse in the amount of \$11,881.91. (Back-up L-19)

B. ROLL CALL

Adele Harris – YES

Edith Johnson – YES

Mark Dooley- YES

Ivelisse McBride – YES

Motion passed on an unanimous Roll Call Vote.

XIII. POLICY UPDATES (NONE)

XIV. PERSONNEL

- A. Motion by Mark Dooley and second by Edith Johnson to approve items 1 and 2 under Personnel.
 1. Recommend approval of the staff list and salaries for the 2020-2021 school year as attached. (Backup PER-1)
 2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)

B. ROLL CALL

Adele Harris – YES

Edith Johnson – YES

Mark Dooley- YES

Ivelisse McBride – YES

Motion passed on an unanimous Roll Call Vote.

XV. FACILITIES (NONE)

XVI. SCHOOL OPERATIONS

- A. Motion by Mark Dooley and second by Edit Johnson to accept the Principal's reports.
 1. Reports as presented by Dr. James.
 2. Recommend approval of the calendar for the 2021-22 school year. (Back0up SO-2)

B. ROLL CALL

Adele Harris – YES

Edith Johnson – YES

Mark Dooley- YES

Ivelisse McBride – YES

Motion passed on an unanimous Roll Call Vote.

XVII. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mark Dooley and second by Edith Johnson to accept the Executive Director's reports.

1. Report as presented by Dr. Garcia.
 - a. End of Year Procedures
 - b. Minor Maintenance repairs during the summer
 - c. Federal Audit for expansion grant
- B. ROLL CALL
 - Adele Harris – YES
 - Edith Johnson – YES
 - Mark Dooley- YES
 - Ivelisse McBride – YES

Motion passed on an unanimous Roll Call Vote.

XVIII. ADJOURNMENT

- A. Motion by Mark Dooley and second by Edith Johnson to adjourn the meeting at 6:28 PM.
- B. ALL IN FAVOR
FOUR (4) AYES
- C. Next Meeting is on June 15, 2021

Respectfully Submitted

Christina Murphy
Business Administrator/Board Secretary