

**Bridgeton Public Charter School
Regular Board Meeting Minutes
December 17, 2019**

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 at 6:09 PM
- II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
 - A. Public Notice of this Meeting was advertised in the South Jersey Times on June 24, 2019.
- III. PLEDGE OF ALLEGIANCE
 - A. Led by Mrs. Harris.
- IV. ROLL CALL
 - A. Adele Harris, President - PRESENT
Dr. Steve Thomas, Vice President - PRESENT
Mark Dooley, Trustee - PRESENT
Edith Johnson, Trustee - ABSENT
Shelton Oliver III, Trustee – ABSENT
 - B. Also Present:
 1. CCCSN Executive Director - PRESENT
CCCSN Deputy Executive Director - PRESENT
Dr. Shay Richardson, Business Administrator/Board Secretary - PRESENT
Dr. Valerie James-Kemp, Principal - PRESENT
Charlotte Gould, Director of Fine Arts - PRESENT
Lisa Zuniga, Director of Human Resources – ABSENT
- V. PRESENTATION OF AWARDS
 - A. As presented by Dr. James-Kemp.
 - Student of the Month
 - Perfect Attendance
- VI. REVIEW OF AGENDA
 - A. Questions
- VII. OPEN TO PUBLIC
 1. The public may ask questions pertaining to agenda items only.
- VIII. APPROVE MINUTES
 - A. Motion by Mark Dooley and second by Dr. Steve Thomas to approve the Minutes of the Regular meeting held on November 19, 2019. (Backup M-1)
 - B. ROLL CALL
Adele Harris – YES
Dr. Steve Thomas – YES
Mark Dooley – YES
Motion passed on a unanimous Roll Call vote.
- IX. OLD BUSINESS – None at this time
- X. FINANCE
 - A. Motion by Mark Dooley and second by Dr. Steve Thomas to approve items #1 through #11 under Finance.
 1. Recommend approval of line item transfers for the Month of November 2019. (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 November 2019. 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 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 November 2019. The Treasurer's Report and the Secretary's Reports are in agreement for the month of November 2019. (Backup L-3)
4. Recommend approval of the bills list as attached (Backup L-4):
November 1, 2019 to November 30, 2019 - \$126,337.39
5. Recommend approval of the following payrolls (Backup L-5):
November 30, 2019 - \$30,184.19
December 15, 2019 - \$29,748.86
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 November 2019. (Backup L-6)
8. Recommend approval to ratify submission of an amendment to include the Statement of Need and Project Description for the 2019-2020 Title I reallocated funds and to allocate additional funds to Title I A, Title III, and Title IV. (Backup L-7)
9. Recommend approval to accept the following total grant allocations for the 2019-2020 school year:
Title I Part A - \$47,919
Title III - \$4,068
Title IV - \$12,205
10. Recommend approval of the list of staff charged to Title I for the 2019-20 school year:

Title I:

Charlotte Gould
Barbara Bartlett
Amy Zimmerman
Heather Zoppina
Kristen Champion
Alexa Walsh
Katerine Petrillo
Jacqueline Rue

11. Recommend approval of the Annual Charter/Renaissance School Fiscal Questionnaire. (Backup L-8)

B. ROLL CALL

Adele Harris – YES
Dr. Steve Thomas – YES
Mark Dooley – YES

Motion passed on a unanimous Roll Call vote.

XI. PERSONNEL

- A. Motion by Mark Dooley and second by Dr. Steve Thomas to approve items #1 through #2 under Personnel.

1. Recommend approval of the staff list and salaries for the 2019-20 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
Dr. Steve Thomas – YES
Mark Dooley – YES

Motion passed on a unanimous Roll Call vote.

XII. FACILITIES - See the Executive Director's Report

XIII. SCHOOL OPERATIONS

- A. Motion by Dr. Steve Thomas and second by Mark Dooley to approve items #1 though #2 under School Operations.

1. Recommend to approve the Principal's report as presented by Dr. James-Kemp. (Backup SO-1)
2. Recommend approval of the field trips as attached. (Backup SO-2)

B. ROLL CALL

Adele Harris – YES
Dr. Steve Thomas – YES
Mark Dooley – YES

Motion passed on a unanimous Roll Call vote.

XIV. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Mark Dooley and second by Dr. Steve Thomas to approve item #1 under Executive Director's Report.

1. Report as presented by the CCCSN representative.

- Amendment Pre-K 3; Pre-K 4
- Facilities
 - Solar
 - Playground
- Bus Location
- Thank you letter from the Kathy Schischkin Memorial Award Committee

B. ROLL CALL

Adele Harris – YES
Dr. Steve Thomas – YES
Mark Dooley – YES

Motion passed on a unanimous Roll Call vote.

XV. ADJOURNMENT

- A. Motion by Mark Dooley and second by Dr. Steve Thomas to adjourn the meeting at 7:16 PM.

B. ALL IN FAVOR

Voice Vote – Three (3) AYES

- C. Next Meeting January 21, 2020

Respectfully submitted,


Dr. Shay Richardson
Business Administrator/Board Secretary