

REGULAR MEETING OF THE BOARD OF TRUSTEES

Minutes



**March 27, 2024
6:00PM**

In accordance with the Open Public Meetings Act, notice of this Meeting of the Hope Academy Charter School Board of Trustees was given to the Asbury Park Municipal Hall on April 5, 2023, the Asbury Park Press on April 10, 2023, the Coaster on April 13, 2023 and posted at the school. A copy of this notice is available upon request.

I. MEETING CALLED TO ORDER 6:28 PM.

Flag Salute

Public present: (IP) Y. Rivera, C. Norkus, J. Pigman, K. Shannon

Roll Call: The Board of Trustees meet hybrid @ Hope Academy Charter School and via live stream WebEx, available to the public via our school website.

P (IP)	P (IP)	Absent	P (R)	P (IP)	P (R)	P (IP)	P (IP)	P (IP)
Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member	DaVisha Pratt Superintendent/ CSA	Felicia Kennedy SBA/Board Secretary

The Board adopts the agenda of March 27, 2024: Motions and votes.

Moved by (1 st) and seconded (2 nd)		1 st			2 nd		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y		Y	Y	Y	Y

II. MINUTES

The secretary presents the minutes of the regular Board Meeting on **February 28, 2024**, as distributed, and recommends them for approval and adoption.

Moved by (1 st) and seconded (2 nd)		1 st			2 nd		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y		Y	Y	Y	Y

III. COMMITTEE REPORTS

- **Executive**—Claudia Morgan, Kanesha Jones, DaVisha Pratt, Felicia Kennedy
- **Personnel**- Jakora Holman-Thompson, Kanesha Jones, DaVisha Pratt, Felicia Kennedy
- **Finance & Building**-Claudia Morgan, DaVisha Pratt, Linda Mambelli, Sheree Sanders-Jones, Felicia Kennedy, Estelle Cadet **Mtg. on 3/21/24 @ Mrs. Jones report to the Board**
- **Curriculum**-DaVisha Pratt, Sheree Sanders-Jones, Kristin Zink, Jasmine Marshall-Butler, Nyema Roddy
- **Policy**-Claudia Morgan, Jakora Holman-Thompson, John Thorp, DaVisha Pratt, Felicia Kennedy
- **Attendance/Discipline**- Kevin Elam, Shanna Armour, Kristin Zink, Nyema Roddy
- **Nominating Committee**-Claudia Morgan, Angela Martinez, Kevin Elam, DaVisha Pratt, Felicia Kennedy

IV. NEW BUSINESS:

A. DISCUSSION/INFORMATION ITEMS

1. CSA Report - Updates
2. Budget Presentation 2024-25 SY – Ms. Kennedy, School Business Administrator
3. School Ethics Disclosure
4. Replacement Window Bid Update

B. TEACHER PRESENTATIONS:

1. Middle School ELA Team (Norkus & Shannon)
2. Middle School Special Ed. (Pigman)

Closed Executive Session: Budget Discussion

Moved by (1 st) and seconded (2 nd)		2 nd			1 st		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kaneshia Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y		Y	Y	Y	Y

Go into a Closed Executive session at 6:45 PM.

Moved by (1st) and seconded (2nd)		2nd			1st		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y		Y	Y	Y	Y

Go into the Open Public session at 7:43 PM.

Resolution(s) resulting from executive session, voted separately.

Move to approve and adopt Resolution resulting from Closed session: 03-24 N/A

Moved by (1st) and seconded (2nd)							
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:							

V. RESOLUTIONS:

1. Financial:

- 1. Resolution 03-24A1:** Approval of **Monthly Disbursements for March at \$129,275.33 and Payrolls for Feb. 29th & Mar. 15th at \$336,571.79** as presented.
- 2. Resolution 03-24A2:** Approval of **Board Secretary Report for February 2024** as presented.
- 3. Resolution 03-24A3:** Approval of **Treasurer’s Report for February 2024** as presented.

4. **Resolution 03-24A4:** Approval of the **Budgetary Transfers for February 2024** as presented.
5. **Resolution 03-24A5:** Approval of the **2024-25 Hope Academy Charter School Fiscal Budget**, including Operating Budget Template, Cash Flow, and Budget Narrative to be submitted to the DOE by **March 30, 2024**.
6. **Resolution 03-24A6:** Approval to accept the **FY24 allocation of the Capital Maintenance facilities aid** in the amount of **\$81,141** deposited 2/16/24.

2. Personnel

1. **Resolution 03-24B1:** Approval of the **Professional Development and associated mileage reimbursements as presented.**
2. **Resolution 03-24B2: 1.** Approval of the **additional substitute teachers**, substitute nurses, substitute secretary and substitute cafeteria/custodial aides for the 2023-24 SY.

Name	Position	Salary
Stephanie Flores-Avina	Substitute Teacher	\$100 p/day

3. **Resolution 03-24B3:** Approval of the **Summer Hours for 12-month employees;** Mon-Thurs to begin June 28, 2024, and end August 30, 2024.
4. **Resolution 03-24B4:** Approval of the **Summer Surge Program for 2024 from July 8, 2024 - Aug. 8, 2024**, to be paid by Title 1A funds:
 - Program runs for 20 days for grades K-7th.
 - Staff Hours 8am-12:30pm; Mon - Thur.
 - Student Hours 8:30am- 12:30pm Mon - Thur.
 - Staff Hourly Rate \$45. per hour
 - 1 School Nurse at \$45. per hour
 - 1 Social Worker at \$45. per hour

3. Miscellaneous:

1. Resolution 03-24C1: Approval of monthly security drills as presented.

<p>Fire Drill: Campus 1- 1st-5th will exit the building using the main entrance and 6th-8th will exit the building using the side door. Campus 2- K will exit the building using the main entrance and side door.</p>	<p>Entire School (all staff, faculty and students)</p>	<p>(Campus 1) 3/14/2024 @ 2:00pm (Campus 2) 3/14/2024 @ 2:15pm</p>
<p>Emergency Drill: Lockdown Drill. Followed by setting the fire alarm. Students, and staff will remain in their classrooms for the Lockdown and when the Fire Alarm goes off teachers will lock their doors and pull blinds down in hiding out of view of the window. Will remain there until the drill is called off by two staff.</p>	<p>Entire School (all staff, faculty and students)</p>	<p>(Campus 1) 3/19/2024 @ 2:00pm (Campus 2) 3/19/2024 @ 2:20pm</p>

2. **Resolution 03-24C2:** Approval of the **Field Trips for the 2023-24SY** as presented.
3. **Resolution 03-24C3:** Approval of the **Board Meeting dates for the 2024-25 school year** as presented.
4. **Resolution 03-24C4:** Approval of the **Custodial Holiday schedule for the 2024-25 school year** as presented.
5. **Resolution 03-24C5:** Approval of **college interns** during the 2024 summer months.

Name	Position/Degree
Joshua Handy	Summer Intern /
Zakya Kennedy-Dodd	Summer Intern / 2nd year Business Major

6. **Resolution 03-24C6:** Approval to **amend the current 2023-24 school calendar** on April 8, 2024, to early dismissal in order to prioritize the safety of students and staff while **viewing the Solar Eclipse**. This will allow students to observe the eclipse under the guidance of a parent or guardian.
7. **Resolution 04-23C7:** Approval of **8th Grade Field Trip, Friday, May 31, 2024**, not to exceed \$6000.
 - Showboat indoor waterpark
 - Party van - Transportation to and from
 - Dinner at Kelsey's
 - Showboat indoor arcade

4. **Vendor Contracts:**

1. **Resolution 03-24D1:** Approval of bid contract award to **D&E Window & Door, LLC** in the amount of **\$438,500 for the Partial Window Replacement** on the Sewall Ave. side of Campus 1 at 601 Grand Ave. to begin FY 2023-24 through summer FY 2024-25. (ESSER III, subject to their allowability guidelines and General Fund for soft cost not to exceed \$40,000 not included in the proposal)

5. **Policies/Curriculum:**

Are there any resolutions the Board wants to table or vote separately?

Move to approve and adopt Resolutions: 03-24A1-A6; 03-24B1-B4; 03-24C1-C7; 03-24D1.

Moved by (1st) and seconded (2nd)		1st					2nd
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y		Y	Y	Y	Y

VI. Public Comments: N/A

Motions to open the public comment session:

Moved by (1st) and seconded (2nd)							
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:							

Motions to close the public comment session:

Moved by (1st) and seconded (2nd)							
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:							

Comments by Board: N/A

MEETING ADJOURNED AT 7:54 PM

Moved by (1st) and seconded (2nd)				2nd	1st		
	Claudia Morgan President	Sheree Sanders-Jones Vice President	Kevin Elam Board Member	Jakora Holman-Thompson Board Member	Kanesha Jones Board Member	Jasmine Marshall-Butler Board Member	Estelle Cadet Board Member
Vote:	Y	Y		Y	Y	Y	Y