

**BelovED Community Charter School  
Regular Board Meeting  
Thursday, November 16, 2017, 7:00 pm  
508 Grand Street  
Jersey City, NJ 07302**

**Minutes**

The meeting was called to order at 7:20 PM by Rev. Clark

**I. Roll Call**

Board Member	Term Dates	Present	Absent	Excused
Rev. Ronnie-Calvin Clark	6/30/18	X		
Nicole Jackson	6/30/19	X		
Jessica Lisboa	6/30/18	X		
Salvatore Risalvato	6/30/19	X		
Rich Valdes	6/30/19	X		
Sheridan Bell	6/30/18	X		

Bret Schundler – School Partners LLC  
 Laura Tusic – BCCS, Business Administrator/Board Secretary  
 Kelly Convery – Head Dean  
 Michele Link – Principal  
 Duanne Moeller – Director of Operations  
 Richard Raschdorf – EACS, Business Administrator/Board Secretary  
 Adam Herman – Adams, Gutierrez & Lattiboudere, LLC

**II. Approval of Minutes from October 19, 2017 Regular Board Meeting.**

Motion: N. Jackson	Second: J. Lisboa			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			

S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

### III. Human Resources

1. **2017-11-16-17-01** Resolved, the BCCS Board of Trustees approves the contracts of the following for the 2017 – 2018 School Year.

Hire	Position	Salary/Stipend	Start Date
Altagracia Ulloa-Ramirez	Bus Driver (Replace Victor Chiriboga)	\$18.50/per hour, \$24.00/per route (After 3 month review, then rate will increase to \$28/per route)	November 15, 2017

Motion: R. Valdes	Second: N. Jackson			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

2. **2017-11-16-17-02** Resolved, the BCCS Board of Trustees approves the following Stipends for the 2017 – 2018 School Year.

Employee	Position	Salary/Stipend
Jere Waldron	Cross-County Coach	\$1,500.00
Renaldo Correa	Flag Football Coach	\$1,500.00

Motion: N. Jackson	Second: J. Lisboa			
	Yes	No	Abstain	Absent
Rev. Clark	X			

N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**3. 2017-11-16-17-03** Resolved, the BCCS Board of Trustees approves School Evaluation Instruments for the 2017 – 2018 School Year.

<b>Position</b>
Custodian
Security Guard

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**IV. Facilities Update**

- a. Bus / Trailer Incident (11.07.2017)
- b. Bus Parking Lot Zoning Update
- c. Modular Annex Update
- d. 525-535 Grand Street Update

**V. Business**

**1. 2017-11-16-17-04** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to execute the attached Sublease for the rental of facility space by Empowerment Academy Charter School, subject to attorney review and revision and

to the written approval of BelovED’s landlord, Friends of BelovED Community Charter School, Inc., and its mortgage lender, Highmark/ECS.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**2. 2017-11-16-17-05** Resolved, the BCCS Board of Trustees approved the extension of the attached Administrative & Instructional Shared Services Agreement with Empowerment Academy Charter School.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**3. 2017-11-16-17-06** Resolved, the BCCS Board of Trustees approves the extension of the attached Student Transportation Shared Services Agreement with Empowerment Academy Charter School.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			

J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**4. 2017-11-16-17-07** Resolved, the BCCS Board of Trustees approves the extension of the attached Student Support Shared Services Agreement with Empowerment Academy Charter School under which BelovED personnel would provide student support services to Empowerment Academy students who are located at its 508 Grand Street facility during the term of Empowerment Academy's lease of facility space there.

Motion: N. Jackson	Second: S. Bell				
	Yes		No	Abstain	Absent
Rev. Clark	X				
N. Jackson	X				
J. Lisboa	X				
S. Risalvato	X				
R. Valdes	X				
S. Bell	X				

**5. 2017-11-16-17-08** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to execute the attached Shared Services Agreement with Empowerment Academy Charter School under which BelovED would provide Aftercare to Empowerment Academy students located at its 508 Grand Street facility during the term of Empowerment Academy's lease of facility space there.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			

S. Bell	X			
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**6. 2017-11-16-17-09** Resolved, the BCCS Board of authorizes the Payment of Claims for the period of October 20, 2017 – November 16, 2017, in the amount of \$345,633.59.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**7. 2017-11-16-17-10** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 10/31/17 and 11/15/17 in the amount of \$275,000 respectively.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**8. 2017-11-16-17-11** Resolved the BCCS Board of Trustees revises the Resolution passed at its October 19, 2017, Regular Board Meeting relating to Agenda Item J10. The Agenda Item was written as follows: *Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Hollister Construction Services in the amount of \$105,296.42 for*

*Preconstruction Services associated with BelovED Community Charter Middle School Project. The Resolution is revised as follows: Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to make a payment of Additional Rent, in accordance with its August 2016 Lease with Friends of BelovED Community Charter School 2, Inc., of \$105,296.42 to Hollister Construction Services, for the Preconstruction Services associated with the BelovED Community Charter Middle School Project.*

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

- 9. 2017-11-16-17-12** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Ambient Conditioning, Inc. in the amount of \$5,200.00 for HVAC unit replacement residing on the Modular Classroom in the rear of the building.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

- 10. 2017-11-16-17-13** Resolved, the BCCS Board of Trustees revisits and approves the sub-letting space agreement with Redeemer Jersey City (former Resolution No. 6 from its October 19, 2017, Regular Board Meeting) subject to attorney review and revision and to the written approval of BelovED’s landlord, BelovED Community Charter School 2, Inc. and its mortgage lender, Highmark/ECS. Monetary

compensation will be in the amount of \$500.00 per week, along with a required Security Deposit of \$2,000.00. This agreement is said to begin December 31, 2017 and end December 31, 2018. Facilities rental use will be Sunday mornings between the hours of 8:30AM and 12:30PM for the following rooms/areas:

- The Multi-Purpose Room
- Classrooms 103, 104 & 105
- Main Lobby
- First floor restrooms
- Front parking

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**11. 2017-11-16-17-14** Resolved, the BCCS Board of Trustees approves of the submission of the September 2017 Board Secretary Report to the NJ Department of Education.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**12. 2017-11-16-17-15** Resolved the BCCS Board of Trustees approves of the expenditure of up to \$25.00/person for the BCCS 2017 – 2018 Holiday Party.



Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

- 13. 2017-11-16-17-16** Resolved, the BCCS Board of Trustees approves of a change in Auditor to Gerry Longo, CPA for the 2016 – 2017 School Year due to reorganization. There is no effect in scope or the performance of the audit, only as to who is responsible and at no additional cost.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			
S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

- 14. 2017-11-16-17-17** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Yonys Office Furniture in the amount of \$2,800.00 for 3 workstations to be placed in the Business Office.

Motion: N. Jackson	Second: S. Bell			
	Yes	No	Abstain	Absent
Rev. Clark	X			
N. Jackson	X			
J. Lisboa	X			

S. Risalvato	X			
R. Valdes	X			
S. Bell	X			

**VI. Other Business**

1. Board Retreat held on November 17, 2017 from 2:00 to 5pm at the Mack Cali location and dinner followed at the Factory from 5:30pm to 6:45pm.

Topics of Board Retreat Discussion:

- “Cost per student” comparison between BCCS, versus Jersey City Public Schools.
- Basic BCCS achievements, versus other notable Charter Schools and BOE Districts.
- Policy procedures defined across the board within BCCS.
- Onboarding of new teachers, and the associated training and development.
- Charter School Advocacy.
- Facilities Operations Management.
- Board Recruitment.

Board of Trustees Attendance		
	Yes	No
Rev. Clark	X	
N. Jackson	X	
J. Lisboa		X
S. Risalvato	X	
R. Valdes	X	
S. Bell	X	

**VII. Board Comments**

1. Latest update on HIB provided by the Head Dean, 5 submitted, but none met the specific criteria to be qualified as HIB.
2. Assessments update provided by Head Dean, change made from Sabis to Pearson.

3. Absenteeism discussion by Head Dean, some parents have informed school of extended trips beyond the 10 day limit. State is paying for scholar to attend school, if parent chooses to take trip beyond the 10 day limit, truancy court will be next step taken.
4. Head Dean informed on recent incident of an over the counter medication incident by a Middle Schooler, resulting procedures/actions taken (i.e., suspension of scholar, other scholars affected, locker check, plan of return).
5. EA School Business Administrator provided update in regards to BCCS' SY2016-2017 Audit has been finalized. Hard copies (i.e., 15-20 copies) will be provided by the Auditors shortly.
6. Director of Operations confirmed that approval had been received on the Bus Parking Lot Zoning.
7. School Consultant provided an update on the Modular Annex. Approximately 25,500 square feet, structure will be of permanent construction, pile driving / concrete foundation, three stories. First floor will consist of a full size gym, a total of fourteen classrooms will reside within the second and third floors.

## **Adjournment**