

**BelovED Community Charter School  
Regular Board Meeting  
Thursday, December 21, 2017, 12:00 pm  
508 Grand Street  
Jersey City, NJ 07302**

**Minutes**

The meeting was called to order at 12:08 PM by Nicole Jackson.

**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

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 November 16, 2017 Regular Board Meeting.**

Motion: S. Risalvato	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			

### III. Human Resources

1. **2017-12-21-17-01** Resolved, the BCCS Board of Trustees approves the contracts of the following for the 2017 – 2018 School Year.

Hire	Position	Salary/Stipend	Start Date
Lille Wilson	Custodial	\$40.00/per night	December 4, 2017
Nyese Vega	Custodial	\$40.00/per night	December 4, 2017
Jesmarie Soto	Substitute Teacher (Maternity Fill – Hurm)	\$39,000 (prorated)	November 16, 2017

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

2. **2017-12-21-17-02** Resolved, the BCCS Board of Trustees approves the following Stipends for the 2017 – 2018 School Year.

Employee	Position	Salary/Stipend
Kristin Thompson	After School Activity	\$300.00
Michael Long	After School Activity	\$300.00
Oscar Zapata	After School Activity	\$300.00

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

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

**3. 2017-12-21-17-03** Resolved, the BCCS Board of Trustees approves of the following Field Trips.

Date	Grade	Destination/City	Amount
January 17, 2018	Grade 5	Liberty Hall Museum / Newark, NJ	\$1,649.76
February 14, 2018	Grade 2	Theatre Works Play / Montclair, NJ	\$1,538.12
TBD / Date Conflict	Grade 5	I Have a Dream: Bergen Pac / Englewood, NJ	\$1,759.62
TBD / Date Conflict	Grade 1	Imagine That!! Science Museum, Florham Park, NJ	\$2,074.80

Motion: S. Risalvato	Second: R. Valdes			
	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 Parking Lot Zoning Update – Parking Lot Renovations for 32 State Street
- b. Modular Annex Update/ Multipurpose Room Update
- c. 525-535 Grand Street Update

**V. Business**

**1. 2017-12-21-17-04** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims for the period of November 17, 2017 – December 21, 2017, in the amount of \$296,885.06.

Motion: S. Risalvato	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. 2017-12-21-17-05** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 11/30/17 and 12/15/17 in the amount of \$290,000 respectively.

Motion: S. Risalvato	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			

**3. 2017-12-21-17-06** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with DeLeon Auto Repair in the amount of \$21,500.00 for Parking Lot Renovations for 32 State Street. Summary of work to be done is attached. Work to begin on or about December 15, 2017 with a completion date of about 30 days. Certificate of Occupancy will be provided upon approval.

Motion: S. Risalvato	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			

**4. 2017-12-21-17-07** Resolved, the BCCS Board of Trustees approves of the Uniform State Memorandum of Agreement Between Law Enforcement Officials that was revised in 2015 to include a Memorandum of Understanding for live streaming of video surveillance with law enforcement.

Motion: S. Risalvato	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		

**5. 2017-12-21-17-08** Resolved, the BCCS Board of Trustees approves of the submission of the October 2017 Board Secretary Report to the NJ Department of Education.

Motion: S. Risalvato	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			
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**6. 2017-12-21-17-09** Resolved, the BCCS Board of approves of the submission of the November 2017 Board Secretary Report to the NJ Department of Education.

Motion: S. Risalvato	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			

**7. 2017-12-21-17-10** Resolved, the BCCS Board of Trustees approves of the submission of the 2017 – 2018 Annual Fiscal Questionnaire.

Motion: S. Risalvato	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			

**8. 2017-12-21-17-11** Resolved the BCCS Board of Trustees approves the Urbahn Architects Revised Scope of Work on the Middle School Project. The value engineering proposal is for different heating, ventilation and air-conditioning systems. Resulting in a redesign of the new building configuration at a cost of \$18,000.00.

Motion: S. Risalvato	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			

9. **2017-12-21-17-12** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into a New Jersey Association of School Business Officials' Residency Approved Training Plan for the sum of \$2,000.00. Mentored by Adrian Pollio, a certified School Business Administrator of the Hackensack Public Schools district.

Motion: S. Risalvato	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			

10. **2017-12-21-17-13** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to execute an approximately \$152,000 three-year, sale-leaseback of furniture, computers and textbooks to Grace Works Jersey City, Inc. consistent with the terms prevailing in the schools current leases with Grace Works.

Motion: S. Risalvato	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			

**11. 2017-12-21-17-14** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with DeLeon Auto Repair in the amount of \$9,000.00 for the reconstruction of Bus #9 in order to return bus to full service use.

Motion: S. Risalvato	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			

**12. 2017-12-21-17-15** Resolved the BCCS Board of Trustees approves the renewal of the Pitney Bowes NJPA State & Local FMV Lease of the SendPro C-Series Postage Machine for a period of 60 months, at a monthly fee of \$60.02, billed quarterly at \$180.06.

Motion: S. Risalvato	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			

**13. 2017-12-21-17-16** Resolved, the BCCS Board of Trustees authorizes the reimbursement of \$35,000.00 to “Friends of” for the Pre-construction costs related to the BCCS Modular Annex which will be located in the rear of the building.



Motion: S. Risalvato	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			

14. **2017-12-21-17-17** Resolved, the BCCS Board of Trustees approves of the 2016 – 2017 School Year Audit presented by Gerald Longo, CPA.

Motion: S. Risalvato	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			

## VI. Other Business

1. Update re. George L. Gonzalez Civil Action.

## VII. Board Comments

1. Latest update on HIB provided by the Head Dean, 10 submitted, and 1 met the specific criteria to be qualified as HIB. Steps taken – Met with parents and put a system in place to keep scholar from issue.
2. The following question arose from the Board of Trustees, “How will the new Trump Bill being passed affect BCCS”.

3. Director of Operations discussed the three bids presented in reference to the Bus Parking Lot renovations for 32 State Street. The recommendation was made to accept the second lowest bid (DeLeon Auto Repair \$21,500.00 – includes a new higher fence/posts of which the other bids did not include). DeLeon would act as the General Contractor and subcontract out portions of the work. Details of bid include replacing the existing gate with new gates and higher posts, which includes the 25 foot long gate being revised to a sliding gate.
4. School Consultant provided an update on the building layout of the Modular Annex. Three proposals came in lower than expected/budgeted. Observed a similar building in order to view layout and quality of materials used and was impressed by what was seen. Foundation work looking to begin in the Spring (i.e., April 2018) and will be complete for new school year 2018 – 2019 (September 2018).
5. School Consultant provided update on the Modular Annex financing. The current 508 Mortgage lender is willing to lend and has right of first refusal. Modular Annex would be increasing the size of the existing building and is considered a facility improvement loan. September 2019 – prepay the loan (no prepayment penalty) should be able to and produce a lower rent ultimately.
6. School Consultant provided update on the Middle School. Fiends 2 (developer) fully executed the loan commitment letter on December 21, 2017. The closing date of loan is expected to be the end of January or early February 2018.
7. Update re. George L Gonzalez Civil Action suit – Deposition (Lucy Gonzalez), will go on for some time, there has been an exchange of documents. Resolution will likely be no liability.
8. The BCCS Board of Trustees would like to re-visit the Uniform State Memorandum of Agreement (MOA) between Law Enforcement Officials at the January 18, 2018 Board Meeting. The MOA was revised in 2015 to include a Memorandum of Understanding for live streaming of video surveillance with law enforcement. A number of questions arose as to its guidelines, internal controls, protocols for incidences regarding BCCS' teachers and staff.

## **Adjournment**