

**BelovED Community Charter School  
Regular Board Meeting  
Thursday, February 15, 2018, 7:00 pm  
508 Grand Street  
Jersey City, NJ 07302**

**Minutes**

The meeting was called to order at 7:25 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  
 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 January 18, 2018 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. **2018-02-15-18-01** Resolved, the BCCS Board of Trustees approves the contracts of the following for the 2017 – 2018 School Year.

Hire	Position	Salary/Stipend	Start Date
Maria Rojas	Custodial (Full Time)	\$13.00/per hour	February 21, 2018
Aaliyah Samuels	Custodial (Evening)	\$40.00/per night	January 19, 2018
Patricia Felts	Custodial (Evening - change in role, cover half a floor)	\$20.00/per night	February 5, 2018

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			

2. **2018-02-15-18-02** Resolved, the BCCS Board of Trustees approves the following stipends for the School Year 2017 - 2018.

Employee	Position	Salary Stipend
Nicole Castellano	Volleyball- Head Coach	\$1,500.00
Meghan Curran	Volleyball-Asst. Coach	\$500.00
Lauren Fink	Girls Soccer-Head Coach	\$1,500.00
Jessica McCubbin	Girls Soccer-Asst. Coach	\$500.00
Jere Waldron	Boys Soccer-Head	\$1,500.00

	Coach	
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Motion: S. Risalvato	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. 2018-02-15-18-03** Resolved, the BCCS Board of Trustees approves of the following Field Trips.

Date	Grade	Destination/City	Amount
February 23, 2018	Grade 6, 7	Montclair State University Ice Skating, Little Falls, NJ	\$1,815.00
March 2, 2018	Grade 6, 7	Saint Peter's University Tour, Jersey City, NJ	\$101.30
March 21, 2018	Grade 6	Branch Brook Park STEM Lesson and Skating, Newark, NJ	1,890.00
April 10, 2018	Grade 4	The Old Barracks Museum, Trenton, NJ	\$986.30
April 11, 2018	Grade 4	The Old Barracks Museum, Trenton, NJ	\$974.30
April 12, 2018	Grade 1A & 1B	Jersey Explorer Children's Museum / East Orange, NJ	\$589.00
April 19, 2018	Grade 1C & 1D	Jersey Explorer Children's Museum / East Orange, NJ	\$580.00
April 26, 2018	Grade 1E	Jersey Explorer Children's Museum / East Orange, NJ	\$355.00

Motion: S. Risalvato	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			

#### IV. Facilities Update

- a. Bus Parking Lot Improvements Update (Moeller)
- b. Modular Annex / Multipurpose Room Update (Schundler)
- c. 525-535 Grand Street Update (Schundler)

#### V. Policy Adoption

- a. Bereavement Policy (Revisions to Current version)
- b. Transportation Employee Handbook (Draft)

Motion: S. Risalvato	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			

#### VI. Business

1. **2018-02-15-18-04** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims for the period of January 19, 2018 – February 15, 2018, in the amount of \$362,386.95.

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			

**2. 2018-02-15-18-05** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 02/15/18 and 02/28/18 in the amount of \$290,000 respectively.

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			

**3. 2018-02-15-18-06** Resolved, the BCCS Board of Trustees approves of the submission of the January 2018 Board Secretary Report to the NJ Department of Education.

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			

**4. 2018-02-15-18-07** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$119,550.00 for Friends Of BelovED Community Charter School, Inc. to have Derosier Engineering, LLC provide design development, civil engineering and construction services in the connection with facility improvements (Modular Annex and additional Multipurpose Room) that Friends Of will undertake on BelovED’s behalf at 508 Grand Street.

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			

**5. 2018-02-15-18-08** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$1,200 to Friends Of BelovED Community Charter School, Inc. for permit application fees to Jersey City Municipal Utilities Authority in connection with facility improvements at 508 Grand Street.

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			

**6. 2018-02-15-18-09** Resolved, the BCCS Board of approves an Additional Rent payment of \$3,500 to Friends Of BelovED Community Charter School, Inc. for Control Point, Inc., provide ground penetrating radar and surveying services at 508 Grand Street.

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

**7. 2018-02-15-18-10** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$6,000 to Friends Of BelovED Community Charter School, Inc. for permit application fees to the New Jersey Department of Environmental Protection, Division of Land Use Regulation, in connection with facility improvements at 508 Grand Street.

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			

**8. 2018-02-15-18-11** Resolved the BCCS Board of Trustees approves an Additional Rent payment of \$6,250 to Friends Of BelovED Community Charter School 2, Inc. for permit application fees to the New Jersey Department of Environmental Protection, Division of Land Use Regulation, in connection with facility improvements at 525 Grand Street.

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			

9. **2018-02-15-18-12** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$4,771.06 to Friends Of BelovED Community Charter School 2, Inc. for Dynamic Earth to survey Pre-Construction Conditions at 525 Grand Street.

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			

10. **2018-02-15-18-13** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$969.00 to Friends Of BelovED Community Charter School 2, Inc. for Porzio, Bromberg and Newman Legal Services relating to 525 Grand Street.

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			

11. **2018-02-15-18-14** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$8,623.02 for Friends Of BelovED Community Charter School 2,



Inc. to have Hollister Construction Services provide Friends 2 preconstruction services (August 1 through October 15, 2017) as Friends 2's prepares to develop a facility for BelovED at 525 Grand Street.

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			

**12. 2018-02-15-18-15** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of up to \$32,000 Friends Of BelovED Community Charter School 2, Inc., for Hanover Insurance Company and Rock Hill Insurance Company to provide Builder's Risk and Liability Insurance at 525 Grand Street.

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			

**13. 2018-02-15-18-16** Resolved, the BCCS Board of Trustees approves the Aries Building Systems, LLC Change Order No. 1 on the Modular Annex. Change to the layout of front doors and security office door to improve security. Resulting in an additional upcharge cost of \$6,925.00.

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			

**14. 2018-02-15-18-17** Resolved, the BCCS Board of Trustees consents to waive funding for the Special Education Medicaid Initiative (SEMI) for FY 2019. SEMI provides an opportunity to claim funding for certain related services that are delivered to classified Medicaid eligible students. BCCS waives its participation because we have less than 40 students and it is not cost effective for us to participate.

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			

**15. 2018-02-15-18-18** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into letter of agreement with Anointed Gospel Christian Center, Inc. for use of the Annex Multipurpose room and one adjacent classroom on Sunday mornings from 8:00 AM to 3:00 PM, and the conference room on Tuesday evenings from 6:00 PM to 9:00 PM, as long as it does not interfere with school activities.

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			

**16. 2018-02-15-18-19** Resolved, the BCCS Board of Trustees approves the Lease agreement with DeLeon Auto Repairs for the utilization and exclusive use of the storage container located at 49 Bishop Street, Jersey City, New Jersey for a monthly rental fee of \$150.00. This agreement is said to begin February 16, 2018, on a month to month basis. Agreement may terminate for any reason, upon thirty (30) days written notice. No deposit required.

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			

**17. 2018-02-15-18-20** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with PcLiquidations.com in the amount of \$7,004.08 for ninety- one (91) Allworx 9204 Balck Voip IP Phones and one (1) Allworx Connect 731 Voip Server (License package).

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			

- 18. 2018-02-15-18-21** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Prevention Specialists, Inc. in the amount of \$416.00 Department of Transportation (DOT) 49CFR Compliance Support, along with two (2) Supervisor Training.

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			

- 19. 2018-02-15-18-22** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with B. Garretson Roofing, Inc. in the amount of \$7,950.00 for patch work on the two story roof, along with two additional service calls pending further negotiations.

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			

- 20. 2018-02-15-18-23** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Hoover Truck Centers in the amount of \$3,000.00 for multiple bus radiators and general bus repair maintenance.

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

**21. 2018-02-15-18-24** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement, subject to attorney review and revision with TEQ Lease to sell and lease back for 36 months \$151,667.08 of furniture, technology and textbooks.

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			

**22. 2018-02-15-18-25** Resolved, the BCCS Board of Trustees authorizes School Business Administrator to enter into an agreement with Atlantic Environmental Solutions, Inc. in the amount of \$3,900.00 for IEHA, PA and LSRP environmental services. These services are requested in order to meet the necessary licensing requirements for the New Jersey Child Care Subsidy Program.

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			

**VII. Other Business**

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

**VII. Board Comments**

1. Latest update on HIB provided by the Head Dean, 2 (two) submitted, and none met the specific criteria to be qualified as HIB. Reports submitted to date are currently about half of what they were at this time last school year. Discussed how the term “Bullying” is used freely at this time. Briefly discussed the specific criteria of what bullying is and the span of time (i.e., over a specified period of time) that needs to be met in order qualify as a bullying.
2. Discussion on how the administration handles those scholars who are facing emotional distress. Focusing on the following areas: On-call counselors, reach out to Jersey City Medical Center, safety team, bring in resources (i.e., other social organizations), county level provided support under the state superintendent, child study teams, IEP’s, 504’s.
3. Head Dean recently attended a district wide Special Education meeting. Discussion included bringing in a Specialist in to talk with parents, as well as pull out in working groups.
4. Board of Trustees, Treasurer indicated the need for a clear cut delineation of duties outlined for Head Dean, Principal and Middle School Dean. Identify decision making, policies, procedures and how each is carried through.
5. Head Dean discussed the current Bereavement Policy. Clarifying the oddities and wanting further clarification on what family member/household member is identified under Bereavement time and number of times an employee can use it each school year.
6. Director of Operations provided an update on the bus parking lot. Lights and fence are seventy five (75) percent complete. The replacement of the gate, then side walk/landscaping work are to follow. Looking to be complete by early March.
7. School Consultant discussed the Modular Annex drawing, followed by the current tree ordinance. Along with the type of materials (i.e., hardy board) used in the classrooms.

8. A Planning Board is scheduled for the following Tuesday which the School Consultant will be in attendance. It will consist of a Section 31 review to fulfill the responsibility as a fellow government entity the provide the courtesy to inform as to what BelovED is planning regarding permits and construction.
9. School Consultant provided update on the planned removal of the trailer classroom/ Planned to occur the 3<sup>rd</sup> week of April. The pouring of the foundation will immediately follow. The 3<sup>rd</sup> week of June, the Modular Annex will be placed onto the concrete footings. July, the work will begin inside the Modular Annex.
10. Discussed the new layout of the playground, along with the roofing expansion relating to the Multi-Purpose Room expansion and the improvements to the landscaping around the building all to occur in the summer.
11. Director of Operations created a draft of a Transportation Employee Handbook to be incorporated into the Transportation policies within BelovED Community Charter School.
12. Discussed the development of the school at 525 Grand Street. Work to begin April 1, starting with the relocation of existing sewer lines. June install of the piles. Total cost for the 19,000 square foot building to be \$3.6 million dollars, which is coming in lower than the original estimated cost of \$4.0 million dollars. Building will house a full size gymnasium.
13. Updated on the recent deposition regarding the re. George Gonzalez Civil Action case. Four out of five individuals were deposed. The civil litigation of the case will be placed on hold till the March timeframe until the criminal case moves forward first (i.e., jitney driver who drove with a suspended license is facing criminal charges).
14. Discussed recent breakfast meeting held with the Jersey City Board of Education President, BelovED's School Consultant and the Mayor of Jersey City to discuss its stance on the moratorium of Jersey City Charter Schools.
15. Motion (for the March Agenda) was made by Sal Salvatore and seconded by Sheridan Bell to add a resolution to give signature authority on BelovED's operating bank account to Nicole Jackson.
16. Discussed the Conrail land and upkeep. Conrail currently sends their own crew to mow, clear and clean up property twice per year. The Board of Trustees made the recommendation to ask Conrail if cleanup can requested for more than twice a year. Area is identified to be an eye sore to the school. It was also identified that it would likely be a liability to have a neighborhood cleanup,

## **Adjournment**