

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

**Minutes**

The meeting was called to order at 7:13 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  
 Victoria de Leon – Middle School Head Dean  
 Richard Raschdorf – EACS, Business Administrator/Board Secretary  
 Adam Herman – Adams, Gutierrez & Lattiboudere, LLC

**II. Approval of Minutes from February 15, 2018 Regular Board Meeting.**

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			

### III. Human Resources

1. **2018-03-15-18-01** Resolved, the BCCS Board of Trustees approves the hiring of the following employees for a fixed term during the 2017 – 2018 School Year, effective March 9, 2018 – June 30, 2018.

Hire	Position	Salary/Stipend	Start Date
Jacqueline Jackson	Custodial (Part Time-Evening)	\$40.00/per night	March 9, 2018
Jesmarie Soto	Teacher Assistant	\$30,000/year (prorated)	March 9, 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. **2018-03-15-18-02** 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	\$1,000.00 (Revised)
Meghan Curran	Volleyball-Asst. Coach	\$1,000.00 (Revised)
Richard Cruz	Bps Soccer-Asst.	\$500.00

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			

#### IV. Field Trips

1. **2018-03-15-18-03** Resolved, the BCCS Board of Trustees approves of the following Field Trips.

Date	Grade	Destination/City	Amount
May 2, 2018	Grade 2	Trailside Nature & Science Center, Mountainside, NJ	\$734.00

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			

#### V. Facilities Update

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

**VI. Policy Adoption**

**1. 2018-03-15-18-04** Resolved, the BCCS Board of Trustees approves the School Management and Organization Policy.

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			

**VII. SY2018-2019 Budget Adoption**

**1. 2018-03-15-18-05** Resolved, the BCCS Board of Trustees approves the SY18-19 School Budget and authorizes the School Business Administrator. Subject to this vote, to revise the budgets projected revenues upon receipt of revenue announcements from state and federal agencies.

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			

**VIII. Business**

**1. 2018-03-15-18-06** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims for the period of February 16, 2018 – March 15, 2018, in the amount of \$271,647.66.

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. 2018-03-15-18-07** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 03/30/18 and 04/13/18 in the amount of \$290,000 respectively.

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. 2018-03-15-18-08** Resolved, the BCCS Board of Trustees approves of the submission of the February 2018 Board Secretary Report to the NJ Department of Education.

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			

**4. 2018-03-15-18-09** Resolved, the BCCS Board of Trustees authorizes Nicole Jackson signatory authority on BelovED Community Charter School, Inc. operating account effective immediately upon the execution of all required bank documents.

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			

**5. 2018-03-15-18-10** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into a service agreement with T Fares Service at a cost of \$3,255.00/Mo. Contract is for a period of one year for a total of \$39,060.00.

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			

**6. 2018-03-15-18-11** Resolved, the BCCS Board of authorizes the School Business Administrator to enter into an agreement with Hoover Truck Centers in the amount of \$2,500.00 for general bus repair maintenance.

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			

**7. 2018-03-15-18-12** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into agreement with Educational Services Commission of New Jersey for Child Study Team Services. Annual Estimated Cost \$40,000.00. Funds to be reimbursed by IDEA.

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			

**8. 2018-03-15-18-13** Resolved the BCCS Board of Trustees authorizes the School Business Administrator to enter into agreement with EI US, LLC in the amount of \$391.02 for hospital tutoring services.

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			

9. **2018-03-15-18-14** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Garber Consulting Group for E-Rate Services. Services include the coordinating of bidding for technology services, filing yearly application, and tracking of reimbursements from vendors for the 2018 – 2019 School Year. Annual cost - \$6,000.

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			

10. **2018-03-15-18-15** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator and/or Board Vice President Nicole Jackson to execute documents on behalf of BelovED Community Charter School in support of the financing by Friends Of BelovED Community Charter School, Inc., of improvements at BelovED’s 508 Grand Street, Jersey City facility.

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			



- 11. 2018-03-15-18-16** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator and/or Board Vice President Nicole Jackson to execute documents on behalf of BelovED Community Charter School in support of the financing by Friends Of BelovED Community Charter School 2, Inc., of construction to be taken at 525 Grand Street, Jersey City, of a new school facility for BelovED's use.

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			

- 12. 2018-03-15-18-17** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$925.00 to Friends Of BelovED Community Charter School, Inc. for permit application fees to the Hudson Essex Passaic Soil Conservation District, in connection with facility improvements at 508 Grand Street.

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			

- 13. 2018-03-15-18-18** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of \$6,500.00 for Friends Of BelovED Community Charter School, Inc. to have Derosier Engineering, LLC provide surveying services in the connection with facility improvements at 508 Grand Street.

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			

**IX. Executive Closed Session**

**1. 2018-03-15-18-19** Resolved, the BCCS Board of Trustees, pursuant to the New Jersey’s Open Public Meetings Act, will meet in closed session to discuss personnel and pending legal matters.

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			

**X. Open Comment on Non-Agenda Items**

**XI. Other Business**

1. JCPS Charter Moratorium Meeting Update
2. Consider option to revise current Health coverage policy anniversary date from September 1<sup>st</sup> to July 1<sup>st</sup> in order to coincide with the School Year calendar.

**XII. Board Comments**

1. Latest update on HIB provided by the Head Dean, 7 (seven) submitted, and none met the specific criteria to be qualified as HIB.
2. Head Dean provided a student overview. Beginning Term 3, for the upcoming week institute changes in class support. Intensives will be based on Term 2 Grades. An organizer chart will be used in order to stay on task of where scholar is currently.
3. Head Dean discussed Middle School improvements on grades, behavior, the visual rubric to get to a 90% goal, one that is attainable. In addition, will be looking at Detention/Suspension. Moving forward Administration will start to keep track and attain a goal of meeting 95% of scholars not getting detention/suspension.
4. Director of Operations provided an update on the bus parking lot. Estimate completed to be mid April.
5. School Consultant discussed the consideration of adopting a plan to be considered annually in order to bring more structure to BCCS. Create three divisions within the organizational chart as follows: 1. Education, 2. Director Operations and 3. Business Administration. Break down school into Academies which consist of a Dean with its own Leadership for grades K-2, 3-5, 6-8 and High School. Discussed recruitment of staff, responsibility of support personnel. The consideration of hiring an Executive Officer, upon the retirement of the School Consultant. One must have a similar business acumen of business skills and of the operations of a charter school.
6. Head Dean discussed attending an Abbott school on March 21<sup>st</sup>.
7. 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.

## **Adjournment**