

**BelovED Community Charter School  
Regular Board Meeting  
Thursday, May 17, 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  
 Victoria de Leon – Middle School Head Dean  
 Richard Raschdorf – EACS, Business Administrator/Board Secretary  
 Deryls Gutierrez – Adams, Gutierrez & Lattiboudere, LLC

**II. Approval of Minutes from April 19, 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. **2018-05-17-18-01** Resolved, the BCCS Board of Trustees approves the hiring of the following employees for a fixed term during the 2017 – 2018 School Year, effective May 8, 2018 – June 30, 2018.

Hire	Position	Salary/Stipend	Start Date
Sandra Legette	Bus Aide	\$10.50/per hour, \$15.00/per route	May 8, 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. **2018-05-17-18-02** Resolved, the BCCS Board of Trustees approves the following stipends for the School Year 2017 - 2018.

Employee	Position	Salary Stipend
Lisa Smith	Dance After School Activity 1 <sup>st</sup> Grade	\$180.00
Lisa Smith	Dance After School Activity 2 <sup>nd</sup> /3rd Grade	\$240.00
Oscar Zapata	Girls Soccer After School Activity	\$210.00
Michael Long	Boys/Girls Hockey After School Activity	\$240.00

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			

**3. 2018-05-17-18-03** Resolved, the BCCS Board of Trustees approves the hiring of the following employees for a fixed term during the 2018 – 2019 School Year, effective September 1, 2018 – June 30, 2019.

Hire	Position	Salary/Stipend	Start Date
Sandra Legette	Bus Aide	\$10.50/per hour, \$15.00/per route	May 8, 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			

**4. 2018-05-17-18-04** Resolved, the BCCS Board of Trustees approves the hiring, and stipends where indicated, of the following employees for the School Year 2018 – 2019, effective July 1, 2018 – June 30, 2019.

Hire	Position	Salary/Stipend	Start Date
Michael Jeter	MS Math Teacher/Department	\$63,500/\$14,000 (Dept. Chair \$5,000 ; Summer	July 1, 2018

	Chair	Work \$9,000)	
Eva Raleigh	Coordinator of Special Education	\$75,000	August 27, 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			

**5. 2018-05-17-18-05** Resolved, the BCCS Board of Trustees approves the 2018 – 2019 School Year Employee Contracts per the attached compensation matrix, effective September 1, 2018 – June 30, 2019.

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. 2018-05-17-18-06** Resolved, the BCCS Board of Trustees approves of the following Field Trips.

<b>Date</b>	<b>Grade</b>	<b>Destination/City</b>	<b>Amount</b>
June 7, 2018	Grade 5	iPlay America, Freehold, NJ	\$3,015.54
June 11, 2018	Grade 5	5 <sup>th</sup> Grade End of Year Award Ceremony, Lincoln Park, NJ	\$345.00

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			

## 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. Business

1. **2018-05-17-18-07** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims for the period of April 20, 2018 – May 17, 2018, in the amount of \$721,023.74.

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			
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**2. 2018-05-17-18-08** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 05/31/18 and 06/15/18 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. 2018-05-17-18-09** Resolved, the BCCS Board of Trustees approves of the submission of the April 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. 2018-05-17-18-10** Resolved, the BCCS Board of Trustees approves of the SY2018 – 2019 Board Meeting Schedule.

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. 2018-05-17-18-11** Resolved, the BCCS Board of Trustees approves of the SY2018 – 2019 Payroll Schedule.

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. 2018-05-17-18-12** Resolved, the BCCS Board of authorizes the School Business Administrator to enter into an agreement with Hoover Truck Centers in the amount of \$1,500.00 for general bus repair maintenance.

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			

**7. 2018-05-17-18-13** Resolved, the BCCS Board of Trustees approves the Policies and Procedures of BCCS’s Special Education 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			

**8. 2018-05-17-18-14** Resolved the BCCS Board of Trustees approves the attached revision to its Student Transportation Shared Services Agreement with Empowerment Academy Charter School.

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. 2018-05-17-18-15** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into a sale and leaseback agreement with Grace Works Jersey City, Inc., relating to approximately \$123,550 worth of school buses, computers, associated technology and textbooks, per the term sheet attached.

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. 2018-05-17-18-16** Resolved, the BCCS Board of Trustees approves an Additional Rent payment of up to \$50,000.00 to Friends Of BelovED Community Charter School, Inc. for any costs it incurs for proving an expanded playground, 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			

**11. 2018-05-17-18-17** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Air Group, LLC. in the amount of \$16,048.00 for the replacement of the roof mounted HVAC Unit #1, along with the disconnection and removal of the existing HVAC equipment and rooftop curbs.

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. 2018-05-17-18-18** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Air Group, LLC. in the amount of \$4,950.00 to replace the leaking evaporation coil on HVAC Unit #10.

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. 2018-05-17-18-19** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to execute the attached First Amendment to its school facility lease with Friends of BelovED Community Charter School, Inc. (“Friends Of”), and to make Additional Rent payments between May 17, 2018, and June 30, 2019 of up to \$660,000.00, under the terms of the amended lease, in exchange for Friends Of’s construction and provision to BelovED of approximately 16,500 sf of additional classroom and office space.

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. 2018-05-17-18-20** Resolved, the BCCS Board of Trustees authorizes Board President Rev. Calvin Clark 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., for its construction of the aforementioned 16,500 sf of additional classroom and office

space, including but not limited to, a Lease Subordination and Attornment Agreement, as may be requested by Friends Of.

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. 2018-05-17-18-21** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to approve a sub-lease of school facility space to Empowerment Academy Charter School pending attorney review of the lease.

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. 2018-05-17-18-22** Resolved, the BCCS Board of Trustees approves of Joys In Teaching Tutoring Service. LLC. (JTTS) to rent the Annex Classroom school facility space from Beloved Community Charter School from June 25, 2018 through August 17, 2018. Facility rental use will be on weekdays only, between the hours of 8:00AM to 3:00PM for a compensation of \$650.00 per week. Total compensation \$5,200.00.

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			

**17. 2018-05-17-18-23** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Zonar Systems to provide a smart GPS fleet tracking and management system for BelovED’s fleet of school buses. Effective July 1, 2018 and for a period of three years, in the amount of \$679.45 per month.

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. 2018-05-17-18-24** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Fire Security Technologies in the amount of \$7,950.00, in order to upgrade the existing EST 3 Fire Alarm panel to support speaker strobes and provide audio capability.

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. 2018-05-17-18-25** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Johnston Law Firm LLC. To provide legal counseling and other legal services as requested. Contract period July 1, 2018 through June 30, 2019, at a rate of \$275.00/hour for principals and counsel, \$235.00/hour for associates, and \$115.00/hour for paralegal time.

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. 2018-05-17-18-26** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Adams Gutierrez % Lattiboudere, LLC. To provide legal counseling and other legal services as requested. Contract period July 1, 2018 through June 30, 2019, at a rate of \$175.00/hour for attorneys and \$95.00/hour for paralegal time.

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			

**21. 2018-05-17-18-27** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to enter into an agreement with Ghia Construction Company in the amount of \$6,495.00 to construct a dividing wall to the ceiling for the Teacher Workroom. Will include 3 5/8” metal studs, ½” sheetrock both sides, tape and spackle prep for painting. In addition, it will include a framed door opening 3’0” x 6’8”, install a new hollow metal frame a solid core wood door with 24” x 24” borrowed light with clear safety glass.

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			

**IX. Executive Closed Session**

**1. 2018-05-17-18-28** 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: S. Bell			
	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, 12 (twelve) submitted, and none met the specific criteria to be qualified as HIB.
2. School Consultant provided an update on the Modular Annex. Loan will close by the upcoming Tuesday/Wednesday next week. Piling work will then begin, pouring of the foundation will immediately follow. Modular Annex delivery will be placed onto the concrete footings in July, then the work will begin inside the Modular Annex. Modular Annex will be 16,000 square feet, consisting of a total of 14 (fourteen) classrooms.
3. School Consultant provided update on 525-535 Grand Street new building is progressing nicely, anticipated to be substantially completed in June 2019. Will consist of 4 (four) stories.

## **Adjournment**