

Board Meeting Minutes

Organization: Pride Academy Charter School Board Meeting
President: Dr. Randall Richards
Time: 7:10 pm
Place: 117 Elmwood Avenue, East Orange, NJ 07018
Date: October 14, 2008
Minute Taker: Ms. Jodi Cenac
Board Members Present: Ms. Albert, Mr. Brown, Mr. Mitchell, Dr. Richards, Mr. Tiggs
Others Present: Mrs. Thomas, Mrs. Quinn, Mr. Karanja, Mr. Julien
Absent:

This meeting was publicized in the following papers: Newark Star Ledger, Orange Record, Newark Leader, East Orange Transcript

IMPORTANT DATES TO REMEMBER:

October , 2008- Board Meeting

Topic	Discussion	Outcome
I. Welcome	Greetings and introductions by Board members	
II. Call to Order/Pledge	Dr. Richards called the meeting to order at 7:10pm. Pledge was recited Roll call was done by Dr. Richards Due to absence of flag, pledge will be tabled Announcement of publications- Mrs. Thomas	
III. Motion to accept the minutes from previous meetings	<ul style="list-style-type: none"> • Mr. Mitchell noted an open parenthesis in July 1st minutes, section 10 • No corrections to August 5th • August 12th- section 9: where it says new business, the part about the student being promoted to the 8th grade needs to be in a separate section as a new order of business (move it to the next the page) • August 26th- board members present needs to be adjusted to Mr. Julien, not Mr. Joel • In general make a correction of dates on the templates • September 9, 2008-roman III- in the header for September 9, it should state Mr. Julien, not Mr. Joel, roman III should state that “Students who do not have appropriate documentation by the end of the school day 9-12-2008 would be disenrolled <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the minutes from previous minutes</p>	<p>Motion to review minutes: Mr. Mitchell Seconded: Ms. Albert</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert- in favor Mr. Brown- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Motion Carried</p>
IV. Financial Report/ Bill List	<ul style="list-style-type: none"> • WB Mason for supplies • MGM Electric bill for wiring needs to be paid (the work has not been completed yet, Mrs. Thomas will address later in the meeting) • Some checks needed to be issued due to emergency- 	<p>Motion to approve: Ms. Albert Seconded: Mr. Mitchell</p> <p>Vote: Mr. Mitchell- in favor</p>

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	<p>down payment for health insurance, life insurance, and medical insurance</p> <ul style="list-style-type: none"> • 2 checks were issued last week- the landlord (the deposit from the lease), payroll purposes • Total for Bill List: \$175, 987.28 <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Bill List</p>	<p>Ms. Albert- in favor Mr. Brown- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Motion Carried</p>
<p>V. Payroll September 9- present</p>	<ul style="list-style-type: none"> • 1st payroll- \$68,000 • 2nd payroll-\$63,000 • 3rd payroll- \$67,000 • On September 15th we received a loan and that enabled us to pay the bills, including payroll • Districts and schools probably won't receive funding until November, we are working with an investment company and that will enable us to have funds to carry us over until we receive our funding from the grant <p><i>**Mr. Julien provided us with sufficient information and a resolution is not required at this time.</i></p>	

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<p>VI. Board Secretary's Report</p>	<ul style="list-style-type: none"> • On page 3 of the report shows the four components of the state funds we will be receiving • Total budget is \$2 million+ (based on anticipated student projections from the districts) • There is a count 2 times per year- October 15th and June 15th • Internally we need to monitor the students to see which districts they are coming from (do this before the final count) • A budget for additional expenses was provided; as of now we haven't spent too much so we don't have any negative balances (on the 5th page) • Special revenue fund- NCLB, start-up grant info. We have \$11,000 currently(this was left over from the second start up grant) • On page 10 there are expenditures but no budget is attached to it- this budget will be provided at the next board meeting. <p style="color: red; text-align: center;">Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Secretary's Report</p>	<p>Motion: Mr. Brown Seconded: Ms. Albert</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert- in favor Mr. Brown- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Motion Carried</p>
<p>VII. Treasurer's Report</p>	<ul style="list-style-type: none"> • Mr. Karanja reviewed the balances for the various funds in the report • Mr. Julien also clarified some points about the report, such as online banking, security codes, balances, etc. <p style="color: red; text-align: center;">Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Treasurer's Report</p>	<p>Moved: Mr. Mitchell Seconded: Mr. Brown</p> <p>Vote: Mr. Mitchell – in favor Mr. Brown – in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Decision: Motion carried</p>
<p>VIII. Principal's Report</p>	<ul style="list-style-type: none"> • Mrs. Thomas thanks the Business Manager and Mr. Julien for their work 	<p>Moved: Ms. Albert Seconded: Mr. Brown</p>

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	<ul style="list-style-type: none"> • Ms. Becker provided a fairly detailed report with regards to where we are with the phone system. Phase I- We have four voice lines and 2 fax lines, phones can also be used as a speaker system. • Phase II- installing remaining phones in the classroom and training the staff. We do have a wireless server, but at times it works inconsistently, however it has improved since the service began • Still to be done- computer lab will be set up downstairs, setting up school email accounts, etc. • Our phone number 973-672-3200 • We send out memos and flyers to parents on Wednesdays, a monthly newsletter for parents, teachers contact parents through phone and email • Faculty communicates through weekly memos, faculty meetings on Fridays • Teacher observations- there are three rounds for non-tenured teachers: pre-observation, 2 formal observations and post conferences • One of our Social Studies teachers resigned due to family emergency and we have replaced with a new teacher • We have hired a new math teacher which is great and we anticipate stability for the students in the math program as well as for the individual homeroom. • We have had to develop a plan for pregnant a student, which was aligned with the NJ School Boards Association and other state guidelines. • Back to School night was a success at the end of September. More than 10 families attended. • Parent Council Meeting was also successful- they used the PACS learning cycle to focus on their goals for the year- student enrichment, community involvement, student well being were their three goal for the year. School picture sale, bake sale and morning breakfast sale were some of the ideas generated for fundraisers to assist the Council in meeting their goals. • We need to consider having a classroom to meet the needs of Special Needs students who require a self-contained setting • Our count for enrollment is currently 223 students and our count should be 240. Tomorrow students should be coming in to register so hopefully those numbers will be reflected in the next count for the report • We need to continue recruiting, an ad was placed in the Star-Ledger, particularly for the 5th and 8th grade 	<p>Vote: Mr. Mitchell – in favor Mr. Brown – in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Decision: Motion carried</p>
IX. Recess	<ul style="list-style-type: none"> • Dr. Richards asked for a recess to speak to the Public to ask about their preference for how the meeting 	

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	<p>should be conducted for the rest of the evening</p> <ul style="list-style-type: none"> The Board will re-convene at 8:20pm 	
<p>IX. Meeting called to order at 8:24pm</p>	<ul style="list-style-type: none"> We have 5 resolutions and once we have concluded those we will have the meeting re-opened to the public. The meeting will then go into a private session and non board members, faculty, and visitors will be asked to wait in the vestibule of the school. They will be called in after the meeting returns to private session 	
<p>XIX. Resolution for Staff Hiring</p>	<ul style="list-style-type: none"> Mrs. Quinn passed around resumes for new teachers that Board members reviewed for approval Ms. Dailey- Social Studies Ms, Lynn Popinko- School Secretary Mr. Yarborough- gym teacher who was pre-approved at a prior meeting Mr. Powell- Math teacher <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the new Staff Hiring</p>	<p>Moved: Mr. Mitchell Seconded: Mr. Brown</p> <p>Vote: Mr. Mitchell – in favor Mr. Brown – in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Decision: Motion carried</p>
<p>XX. Resolution for Approval of Language Arts book list</p>	<ul style="list-style-type: none"> English teachers have been meeting to discuss novels for students and compiled a lists of suggested novels for this year Most of them are award winners and are geared to strengthening the skills for the students, they are also age- appropriate <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Language Arts book list</p>	<p>Moved: Ms. Albert Seconded: Mr. Mitchell</p> <p>Vote: Mr. Mitchell – in favor Mr. Brown – in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Decision: Motion carried</p>
<p>XXI. Approve Receipt for Emergency Loan from Mr. Thomas and reimbursement for Mr. Thomas</p>	<ul style="list-style-type: none"> We experienced some problems with payroll and an individual was going to step forward and donate an interest free loan. When we received funds from the Bridge Loan we were able to reimburse him for his generous donation <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Receipt for</p>	<p>Moved: Mr. Mitchell Seconded: Mr. Brown</p> <p>Vote: Mr. Mitchell – in favor Mr. Brown – in favor Ms. Albert- in favor Dr. Richards- in favor</p>

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	Emergency Loan from Mr. Thomas and reimbursement for Mr. Thomas	Mr. Tiggs- in favor Decision: Motion carried
XXII. Resolution to Accept the School Nutrition Policy	<ul style="list-style-type: none"> Mrs. Thomas stated that the food service vendor is willing to abide by the policy for our lunch program. Mr. Mitchell wanted to know if anything in our policy conflicted with this policy <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the School Nutrition Policy</p>	<p><u>Motion to review policy:</u></p> <p>Moved: Ms. Albert Seconded: Mr. Mitchell</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert- in favor Mr. Brown- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Motion Carried</p>
XXIII. Resolution to Accept Pregnant Student Policy	<ul style="list-style-type: none"> The school drafted a plan in conjunction with the NJ School Boards Association <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Pregnant Student Policy</p>	<p>Moved: Mr. Mitchell Seconded: Ms. Albert</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert- in favor Mr. Brown- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Motion Carried</p>
XXIV. Developing a plan to implement a self-contained classroom if the need arises	<ul style="list-style-type: none"> Development of a self-contained classroom- if there is a need and a student's IEP states that they need a self-contained classroom then we need to have those services in place We are asking the Board to approve a plan to be developed if the need arises for a self-contained classroom <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Development of a plan to implement a self-contained classroom if the need arises</p> <p>* It should also be noted that Pride Academy works in conjunction with the County Superintendent</p>	<p>Moved: Mr. Mitchell Seconded: Mr. Brown</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert- in favor Mr. Brown- in favor Dr. Richards- in favor Mr. Tiggs- in favor</p> <p>Motion Carried</p>
XXV. Motion to enter Private Session	<ul style="list-style-type: none"> Dr. Richards asked for a motion to enter private session in order to address public visitors 	<p>Moved: Mr. Mitchell Seconded: Mr. Brown</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert- in favor Mr. Brown- in favor Dr. Richards- in favor</p>

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		Mr. Tiggs- in favor Motion Carried
<p>XXVI. Confidential Session: Meeting with Razonah and Mrs. Ward</p>	<ul style="list-style-type: none"> • Ms. Brower is present, Mrs. Thomas, Razonah Ward, Mrs. Ward • All Board members present as well • Mrs. Thomas provided a summary about the events that led up this hearing- there was a serious fight involving students and adults which placed students in danger, adults in danger, and the students fighting in danger • The two students earned a 5 day suspension and Razonah, and upon Razonah's return she is on probation (she has been involved in other fights and as of last Friday she was suspended for the responsibility of the rumor that there would be another fight) • Razonah addressed the Board by saying that she is thankful for being in the school. It is a good school and it has a lot to offer. Her mother has told her that she needs to change her attitude both in school and at home • The student's mother also stated that Razonah is working on her attitude and trying to be better • Ms. Brower addressed the student as well with her concerns about the student's desire to be here and the determination she has to be better, Ms. Brower also talked about students feeling safe in the school and her doubts that Razonah is really serious about improving her behavior, considering that last Friday she was involved in the rumor about those same individuals who were involved in the fight that there would be another fight where another student would be attacked. • Also, as of 10-14-2008 we have not received the information about the individuals involved in the fight • Mrs. Thomas shared her disappointment in the student and the choices she made with regards to the fight, as well as her concerns about the possibility of another situation happening, considering the threats that were made by Razonah about the possibility of another fight • The first fight was off campus and involved students- prior to leaving the building Razonah was aware that there was going to be a fight, she even got a friend to take her brother home so that she could stay and fight • Mr. Mitchell asked if all three fights involved the same individual- the answer was NO- each fight involved different individuals. The common denominator in this case was Razonah. • Mr. Mitchell also commented that he didn't hear any remorse in Razonah's apology and it makes it difficult to believe that this won't happen again or that change 	<p>Motion to reconvene in public session: Mr. Mitchell Seconded: Mr. Brown</p> <p>Mr. Tiggs- in favor Mr. Mitchell- in favor Ms. Albert- in favor Dr. Richards- in favor</p> <p>Motion Carried</p>

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	<p>will take place.</p> <ul style="list-style-type: none"> • Mr. Tiggs asked a hypothetical situation about what the student would do if the situation arose again. The student responded that she would go to Ms. Brower and ask to call her mom • Mr. Mitchell commented on the violation of our core values and the danger that the student placed others in. • Mr. Tiggs asked “What can you do to avoid another altercation?” Student responded by saying that she will ignore it. If somebody says something, then she will ignore it, if they touch her, then she will report it to an adult or her mother. • Razonah’s mother commented that Razonah did try to report the 2nd incident (although the mother also noted that Razonah did not make it seem as urgent as it seemed) • Mr. Tiggs asked what the student learned from this experience- “there is always consequences to your actions, can’t listen to what other people say, can’t fight everyone” (this was the student’s response) • Ms. Albert commented about the violation of the core value of peace- 3 incidents of conflict against our core values makes it difficult to understand • Dr. Richards addressed the student and parent- discussed the severity of the violent act that took place with each incident • Dr. Richards also said that any further violent actions would result in expulsion from Pride Academy. He thanked them for their attendance and encouraged the student to make a change. • Mr. Mitchell reminded the student that the journey ahead is tough and that people will test the student. It is important for the student to be proactive about the steps she will take to make change • Mr. Brown reminded her about the importance of her behavior for high school. • Student and parent thanked the Board and left the meeting 	
<p>XXVII. Meeting open to the public at 9:55pm</p>	<ul style="list-style-type: none"> • Dr. Richards asked to suspend part of the agenda due to time and presence of Public • Dr. Richards said that the Board can receive comments from the public but the Board cannot respond to the comments at this time. If there are comments about individual person(s) they can be referred to as Person A or Person B and then names can be submitted to the Principal in writing. • Dr. Richards thanked the visitors for coming to the meeting • Ms. Saunders from NY, members of NAACP, member 	

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	<p>of Americorp, and various volunteer services. She commended the sincerity they have in educating the children. Ms. Saunders and Twyla's mom came in to meet with Ms. Brower about Twyla Graham around 9am and did not meet with her until 11am. She commented on the transition of classes in the front foyer where there were masses of children- it was not a safe situation. She is really concerned about the safety of the children and does not feel it is acceptable. Another concern was that her granddaughter has to carry all of her books all day long due to the lack of lockers available to our students. Ms. Saunders is concerned about her granddaughter's safety and appeals that we have more help for the teachers and other children. Ms. Saunders has called the Mayor and the State office in Trenton.</p> <ul style="list-style-type: none"> Ms. Allison Craig, resident of East Orange, parent of James Higgs in the 6th grade, has a question about the lunch program and whether or not the form is the same as other schools. Mrs. Thomas informed her that we are still in the process of processing the lunch forms. 	
<p>XXVIII. Adjournment</p>	<ul style="list-style-type: none"> Dr. Richards called for a motion to adjourn the meeting 	<p>Moved: Mr. Mitchell Seconded: Mr. Brown</p> <p>Mr. Tiggs- in favor Mr. Mitchell- in favor Ms. Albert- in favor Dr. Richards- in favor</p> <p>Motion Carried</p>