

Board Meeting Minutes

Organization: Pride Academy Charter School Board Meeting
President: Dr. Randall Richards
Time: 7:11 pm
Place: 117 Elmwood Avenue, East Orange, NJ 07018
Date: January 13, 2009
Minute Taker: Ms. Jodi Cenac
Board Members Present: Ms. Albert, Mr. Brown, Dr. Richards, Mr. Mitchell
Others Present: Mrs. Thomas, Mr. Julien, Ms. Dumenigo, public members
Absent: Mr. Tiggs, Mr. Karanja
This meeting was publicized in the following papers: Newark Star Ledger, Orange Record, Newark Leader, East Orange Transcript

IMPORTANT DATES TO REMEMBER:

- 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 7:11 pm. Pledge was recited Roll call was done by Dr. Richards Announcement of publications- Mrs. Thomas	
III. Approval of Board Minutes	<ul style="list-style-type: none"> Add on September 9th minutes that “students without proper documentation would be dis-enrolled.” Delete the motion and voting citations in the Principal’s report section Private session should be placed in separate document for October 14th (take out item number 26) Add Mr. Tiggs as being present for November 11th meeting and December 9th December 9th- section 6 of the Treasurer’s Report should say “Interest Bearing” <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Board Minutes</p>	<p><u>Resolution to approve minutes from previous meetings</u> Motion to approve: Mr. Brown Seconded: Mr. Mitchell</p> <p><u>Motion to approve revised Minutes:</u> Motion: Mr. Mitchell Seconded: Ms. Albert</p> <p><u>Vote:</u> Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
IV. Resolution to accept Bill List and Payroll	<ul style="list-style-type: none"> \$78,462.53 total for the Bill List 482,000 paid to loan investment fund, there is still an amount owed that will be paid next week Dental Plan, Alpha Graphics, Internet Service, Photo Copiers Service, Phone Wiring/Phone System Essex Regional Education- Child Study Team Services Food Service Solutions Horizon Blue Cross Blue Shield Health Insurance 	<p>Motion to approve: Mr. Mitchell Seconded: Ms. Albert</p> <p>Resolution to Accept the Bill List and Payroll</p>

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	<ul style="list-style-type: none"> • Imani Baptist Rental Fee • WB Mason Supplies • LL Teach Professional Development • Toner, Ink, etc. for the photocopiers • Perma Bound- English Class novels for students • PSE&G- we pay the portion that is related to our use • Advertising for Cablevision • Rainbow Food Services • Speech therapist • Workman's Comp <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Bill List and Payroll</p>	<p><u>Vote:</u> Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>V. Board Secretary's Report</p>	<ul style="list-style-type: none"> • Mr. Julien provided another report detailing expenditures and summary of expenses • Mr. Julien informed the Board that there are sufficient funds to carry us through the year <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Board Secretary's Report</p>	<p>Motion to accept the Board Secretary's Report as well as the Resolution from the State for meeting the financial obligations for the remainder of the year:</p> <p><u>Motion:</u> Mr. Mitchell <u>Seconded:</u> Mr. Brown</p> <p><u>Vote:</u> Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>

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<p>VI. Treasurer's Report</p>	<ul style="list-style-type: none"> • Mr. Julien provided a breakdown of funds and how they were distributed • Mr. Julien is going to change the status of the account at the bank (for teacher withholding payments) • All the districts have distributed their funds, except for Irvington and hopefully we should receive their funding by February <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Treasurer's Report</p>	<p><u>Motion to approve the Treasurer's Report:</u> Mr. Mitchell Seconded: Mr. Brown</p> <p>Vote: Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>VII. Principal's Report</p>	<ul style="list-style-type: none"> • We have transitioned into the classrooms and over break many people worked hard to get everything ready for January 5th. • We use the Common Room for gym and morning assembly • Students were given the opportunity to vote on a format for morning assembly after a week of trying different formats designed by Student Council Members • There is still some masonry work that has to be done but that is dependent upon the weather • Main Lobby Doors and 15 windows need to be replaced (windows were supposed to be changed last week but due to inclement weather it was postponed) • Still some issues with heat, in particular one office is not receiving heat • Mrs. Thomas and Ms. Dumenigo met with Imani Baptist Church during which they were assured that the Certificate of Occupancy was in good standing • Pastor Smalls addressed the issue of the floor and it's maintenance • The Pastor and Mrs. Thomas also addressed the possibility of installing the foam mats to cover the walls to protect the students from "running" into the walls in the Common Room <p><u>Ms. Dumenigo's Report:</u></p> <ul style="list-style-type: none"> • The state lunch program officials visited the school and observed the lunch procedures • Overall we received a positive report from them, especially for investing in the fingerprint system • Re-organize applications so that family applications are organized (it should be one application per family) • We need to update the Master Eligibility List 	

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	<ul style="list-style-type: none"> • In our student fingerprint system, we should make the student ID number their application number • We should also make sure that the food service adjust their menus so that we can ensure that the nutritional needs are being met (identifying specific fruits and grains served) • The officials will return in February for an “audit” visit • We have already started making adjustments that were recommended • Student Council: 20 representatives (1 student from each team, 8 at large (students who did not “win” in the election, were invited to participate in Student Council)). Their first task was to design different formats for the assembly in the morning • Next week we will hold elections for the offices of Student Council • Students are also working on an approach to analyze the lunch service at school • Parent Council- we have a supportive group of 10-12 parents • They have raised about \$400 from the two Breakfast Fundraisers which will go towards cafeteria trays • They are currently planning the book fair, dances, and groups for school pictures • Lottery for 2009-2010: We had 48 students for the 5th grade and we are still receiving applications, we needed to preserve some spaces for the 5th grade in case there are retentions in our current 5th grade, 38 students on our wait list for 6th grade, 37 on the wait list for 7th grade, 15 on the wait list for 8th grade • Currently: 5th grade we are waiting on 1 student, 6th grade we are full, 7th grade we are waiting on 1 student, 8th grade we have some open spaces and we will be losing 2 students to another charter school as their transferring this year enables them to get into a better high school • Interim Assessments will be administered Wednesday and Thursday- the tests are aligned to the NJASK tests and adopted from North Star Academy, on Friday teachers will grade and input the data for student performance, over the course of the next two weeks we will be analyzing the results • Report Card Night: we had over 100 parents come out, very positive feedback and interaction 	
VIII. Staff Hiring	<ul style="list-style-type: none"> • Hiring of an aide to provide one-on-one services for a student in our school who requires these services per her IEP • A substitute teacher 	<p><u>Resolution to approve Hiring of aide and substitute teacher:</u></p> <p><u>Motion:</u> Mr. Brown <u>Seconded:</u> Mr. Mitchell</p>

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	<p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Staff Hiring</p>	<p>Vote: Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>IX. Resolution to Adopt 12 month Employee Policy</p>	<ul style="list-style-type: none"> • This policy applies to Principal, Assistant Director, Business Manager, Custodians • Outlines responsibilities, personal leave, etc. <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Adoption of the 12 month Employee Policy</p>	<p>Resolution to Adopt the 12 month Employee Policy:</p> <p>Motion: Mr. Mitchell Seconded: Mr. Brown</p> <p>Vote: Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XV. New Business</p>	<ul style="list-style-type: none"> • A parent wanted to have her son from the Muslim faith pray during school • Mrs. Thomas wants us to research and find out what is allowed/not allowed at schools • Ms. Albert said she would research the matter • <u>Dr. Richards mentioned several items that the Board should be concerned with for the next couple of months:</u> <ol style="list-style-type: none"> 1. negotiations with employees, 2. update on progress towards district goals, 3. preliminary report for non- tenured staff, 4. set calendar for CSA evaluation, 5. set calendar for Board self-evaluation, 6. hold budget hearing/adopt budget, 7. review evaluation process for tenured/non-tenured staff 	
<p>XVI. Old Business</p>	<ul style="list-style-type: none"> • None 	
<p>XVII. Comments from the Public</p>	<ul style="list-style-type: none"> • Kimberly Wright Dullberry, 101 Grove Street, Orange, parent of a student- Kimberly Wright, 5th grader • She is grateful for Pride and she has observed that we have children from many different areas and has observed many positive behaviors from the students; however, she has a few concerns- one of them being that of violence. She is concerned with how many times/days students have been suspended as these accountabilities go on student records and that this will 	

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	<p>hurt students more than help them. She has been informed that some students have been suspended for 5 days at a time and they are not really learning from these suspensions. She feels that we should implement some other type of consequence for students- writing assignments, after school detentions, lunch detentions, etc.</p> <ul style="list-style-type: none"> • Her other concern was that of grading and that students should be provided with a syllabus so that she as a parent knew what to look for in terms of her child's performance and how her child would be assessed • Dr. Richards thanked Mrs. Dullberry for her concerns and opinions and asked the administrative team to investigate the matter • Ms. Hudson who lives on Elmwood Avenue, and also the parent of a student wanted to acknowledge the improvement she has seen in her son and other students, she agreed with the accountability services and said that one of the ways we can continue to be successful is by making sure students are held accountable for their choices 	
<p>XVI. Motion to Adjourn</p>	<ul style="list-style-type: none"> • The meeting was adjourned at 8:47pm 	<p>Motion to adjourn: Ms. Albert Seconded: Mr. Mitchell</p> <p>Vote: Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>