

Board Meeting Minutes

Organization: Pride Academy Charter School Board Meeting
President: Dr. Randall Richards
Time: 7:16 pm
Place: 117 Elmwood Avenue, East Orange, NJ 07018
Date: February 10, 2009
Minute Taker: Ms. Jodi Cenac
Board Members Present: Ms. Albert, Mr. Brown, Dr. Richards, Mr. Mitchell, Mr. Julien
Others Present: Mrs. Thomas, Mr. Karanja, Ms. Dumenigo, Mrs. Quinn
Absent: Mr. Tiggs
This meeting was publicized in the following papers: Newark Star Ledger, Orange Record, Newark Leader, East Orange Transcript

IMPORTANT DATES TO REMEMBER:

March 10, 2009 @ 6pm - 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 7:16 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"> • Prior meeting minutes were sent electronically <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: Ms. Albert Seconded: Mr. Mitchell</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>IV. Resolution to accept Bill List and Payroll</p>	<ul style="list-style-type: none"> • \$213,408.80 is total cost which comprises of \$70,529 in bills, and payroll items • Other items include, copier services, Internet services, postage expenses, H&F Electric Work/Fire Alarm Services, Horizon Blue Cross Blue Shield, Imani Baptist Church- PSE&G (we need to find out if we have an actual meter for this building→ we need to meet with Church members to review the bill and payment histories), Speech/Language Services, WB Mason, Rainbow Food Services. <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Bill List and Payroll</p>	<p>Motion to approve: Mr. Mitchell Seconded: Ms. Albert</p> <p>Resolution to Accept the Bill List and Payroll</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>V. Board Secretary's Report</p>	<ul style="list-style-type: none"> • We have \$105,000 in the operating account. • \$2,629,492 is our total budget for the year and it appears that we will meet that amount • Difference in fund balance of \$192,000 • Outlook for meeting our financial needs for the year is positive <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 Motion: Mr. Brown 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>

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<p>VI. Treasurer's Report</p>	<ul style="list-style-type: none"> • Mr. Karanja began to explain the items that were in each column, however, Mr. Julien and Mr. Karanja need to meet to discuss the report further before we can approve the report. • This will not affect report deadlines because they are due in the County Office in April (a quarterly report for January, February, and March) <p>Be it resolved that the Board of Trustees of Pride Academy Charter School withdraw the Treasurer's Report for January 31st for approval at the next meeting March 10, 2009.</p>	
<p>VII. Principal's Report</p>	<ul style="list-style-type: none"> • Building dedication took place on Saturday • Mrs. Thomas thanked Ms. Albert and Mr. Brown for attending on behalf of the Board • Mrs. Thomas also thanked Ms. Dumenigo and Mr. Silver for working with the children who represented Pride by speaking and singing, as well as Student Ambassadors who conducted tours • The Building Dedication was attended by city officials such as the mayor, staff, and parents • With regard to the Pension Plan, we are at Step Four, which can take 2-4 months. Mrs. Thomas has been speaking to Ms. Freeman in reference to the impact this will have on the staff at the end. They have been informing the staff that they should put aside 6%, so now we should send out another memo to prepare them for additional precautions they should take regarding Pension deductions • <u>Mrs. Quinn:</u> we received the wrong codes for fingerprinting in the summer so it has been a back and forth with regards to documentation of fingerprinting and criminal history. Right now we are re-submitting everything with the right codes. The County piece however, has a timeline of about 3 months and they suggested that we go to the County and ask for an extension which was granted. We are waiting for the State to review paperwork and wait to get rectified. Mrs. Thomas thanked Mrs. Quinn for all of her hard work with this matter. • <u>New Hire:</u> Our drama teacher resigned and we have hired an Art Teacher. She has a Certificate of Eligibility with Advanced Standing for Art. She brings and amazing talent to our students who are excited for the program. 	

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	<ul style="list-style-type: none"> • Evaluations: It is mandated that non-tenured staff be observed three times per year. Mrs. Thomas is currently in round two. In February she conducts Round Two Observations and completes them. In March, conduct Round Three of evaluations, in April, present re-appointment of staff to the Board, in May use information for contract renewals • Ms. Dumenigo: We need to submit the Budget by March 30, 2009. Mr. Julien and Ms. Dumenigo are working on the projections for next year. We need to have two meetings and advertise the meetings. Last year we used Saturday to review the Budget so she proposed Saturdays again (March 14th and 21st). Time frame: 9am-12pm. Ms. Albert will not be able to attend the meeting on the March 14th. • Certification: We have two issues that we need to address. One is hired as a substitute and the other is hired as a full-time teacher. Both are salaried with benefits. The recommendation from the State is that they can function as teachers; however, they need to be paid as substitutes (\$100/day, without benefits). We also have to actively recruit for the positions. • Financial Personal/Relative Disclosure Statements: Paperwork that needs to be submitted by the Board Members. Mrs. Thomas has provided folders for the Board Members to review and complete the evaluation piece. • Professional Development Plan: We need to have the plan presented to a committee within the school, then we need to present it to the Board, and then we can present it to the State • Enrollment: We currently have 232 students enrolled. 1 opening in 5th grade, 2 openings in 6th grade, 1 opening in 7th grade, 3 openings in 8th. Some of the reasons were transportation, realizing that this school setting was not the best environment for the student, changing schools due to family relocation 	
<p>VIII. Professional Development Plan</p>	<ul style="list-style-type: none"> • Resolution to Adopt Professional Development Plan • Board President has no suggestions for revisions, however, two Board Members provided revisions and submitted it to the Principal • Principal will re-send Plan with revisions and then submit to the State after the Board has reviewed the document <p>Be it resolved that the Board of Trustees of Pride Academy Charter School resolve to allow the Principal to make amendments to the Professional Development Plan before submission to the State</p>	<p>Motion: Dr. Richard Seconded: Mr. Mitchell Vote: 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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IX. New Staff Hire	<ul style="list-style-type: none"> Approve hiring of Janice Wheeler as the Art Teacher <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the New Staff Hire</p>	<p>Motion: Mr. Brown Seconded: Ms. Albert</p> <p>Vote: Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
XV. New Business	<ul style="list-style-type: none"> Mr. Julien has resigned from his position due to personal reasons. His resignation is effective March 1, 2009 Mrs. Thomas thanked Mr. Julien for his efforts and commitment to Pride Dr. Richards also thanked Mr. Julien for his efforts Mr. Julien has agreed to stay on Board until we find a replacement for the position <p>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Resignation Letter for Mr. Julien</p> <ul style="list-style-type: none"> At the next meeting (March 10, 2009) we have at least 10 students who will appear before the Board for disciplinary concerns. Due to the presence of parents and students, perhaps we can have the meeting at 6pm to take care of Board Business and then continue with the Student Hearing. Board members agreed to have the next meeting begin at 6pm. Letters for each student with names blocked out will be sent to the Board Members to review before the meeting Instead of meeting with 10 students/families, we will meet with 5 students 3/10 and 3/13 (Friday- 6pm special meeting) 	<p>Motion to Accept Letter of Resignation:</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>
XVI. Old Business	<ul style="list-style-type: none"> Ms. Albert continues to follow-up on the matter regarding religious expression for students in school 	
XVII. Comments from the Public	<ul style="list-style-type: none"> None 	
XVI. Motion to Adjourn	<ul style="list-style-type: none"> The meeting was adjourned at 8:47pm 	<p>Motion to adjourn: Mr. Mitchell Seconded: Ms. Albert</p> <p>Vote: Mr. Brown- in favor Ms. Albert- in favor Dr. Richards- in favor Mr. Mitchell- in favor</p>

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