

Board Meeting Minutes

Organization: Pride Academy Charter School Board Meeting
President: Mr. Mitchell
Time: 6:50pm
Place: 117 Elmwood Avenue, East Orange, NJ 07018
Date: August 17, 2010
Minute Taker: Ms. Jodi Cenac
Board Members Present: Ms. Albert, Mr. Mitchell, Mr. Moore, Mrs. Stephens
Others Present: Mrs. Thomas, Mr. Ray, Ms. Dumenigo
Absent: Mr. Tiggs

Please note that Mr. Moore arrived at 6:56 pm.

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

IMPORTANT DATES TO REMEMBER:
September 21, 2010 @ 6pm

Topic	Discussion	Outcome
I. Welcome	Greetings and introductions by Board members	
II. Call to Order/Pledge	Mr. Mitchell called the meeting to order at 6:50pm. Roll call was done by Mr. Mitchell Announcement of publications- Mrs. Thomas	
III. Resolution to Accept the agenda for August 17, 2010- Attachment 1	Be it resolved that the Board of Trustees of Pride Academy Charter School to Accept the agenda for August 17, 2010- Attachment 1	<u>Motion to Accept the agenda for August 17, 2010- Attachment 1:</u> Motion to approve: Ms. Albert Seconded: Mrs. Stephens <u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mrs. Stephens- in favor Motion Carried
IV. Resolution to Accept the July 20 and July 30, 2010 Board Minutes- Attachment 2:	→ Remove Ms. Hale’s name from the July 30 th minutes → Note that Mrs. Stephens came to the meeting but could not	<u>Motion to Accept the July 20 and July 30, 2010 Board Minutes- Attachment 2:</u> Motion to approve: Ms. Albert Seconded: Mrs.

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	<p>get into the building → Check the adjournment time for the July 30th meeting</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Accept the Board July 20 and 30, 2010 Board Minutes- Attachment 2.</p>	<p>Stephens</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>V. Resolution to Accept Payroll for July, 2010 & Bills List for August, 2010- Attachment 3</p>	<p>→ Mr. Ray reviewed all the items on this document.</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Accept Payroll for July, 2010 & Bills List for August, 2010- Attachment 3.</p>	<p><u>Motion to Accept Payroll for July, 2010 & Bills List for August, 2010- Attachment 3:</u> Motion to approve: Ms. Albert Seconded: Mr. Moore</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p><i>*Mr. Moore arrived at 6:56pm</i> Motion Carried</p>
<p>VI. Resolution to Accept the FICA Reimbursement Report for the month of July 2010- Attachment 4</p>	<p>→ Mr. Ray reviewed the items on the list.</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Accept the FICA Reimbursement Report for the month of July 2010- Attachment 4.</p>	<p><u>Motion to Accept the FICA Reimbursement Report for the month of July, 2010- Attachment 4:</u> Motion to approve: Mr. Moore Seconded: Mrs. Stephens</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>VII. Principal's Report</p>	<p><u>Staffing:</u> → We had 2 teacher resignations: Mr. Powell- math teacher Ms. Green- new drama teacher We have hired teachers to fulfill their roles and we have also</p>	

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	<p>hired a new science teacher to replace Ms. Cenac who will now fulfill the responsibilities of Dean of Academics and work more closely with the teachers and students</p> <p>Survey: → The results of the survey conveyed overall positive sentiments from the faculty and staff. There was one question that stood out (Q.11) and it regarded communication between Administration and teachers. Mrs. Thomas and the Administrative team has already taken steps to address their concerns as well as think about ways to further motivate staff</p> <p>Building Improvements: → Mrs. Thomas thanked Mr. Ray and the Business Office for facilitating the repairs and improvements around the building-painting, replacement of windows, installation of science lab stations, etc.</p> <p>**Mr. Mitchell expressed his gratitude and acknowledgement of the work and proactive response of Administration to ensure the success of the school as well as the comfort of the teachers.</p> <p>**Mrs. Stephens also commended the Administration for their diligence in addressing staff concerns</p> <p>**There was a discussion of ways the Board could be more involved in the school as well as reaching out to sponsors, hosting fundraisers to obtain further incentives for teachers, etc.</p>	
<p>VIII. Resolution to Approve the hiring of Ms. Justyna Cichon as Math Teacher- Attachment 5</p>	<p>→ Annual Salary of \$44, 000 effective August 23, 2010</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve hiring of Ms. Justyna Cichon as Math Teacher- Attachment 5.</p>	<p><u>Motion to Approve the hiring of Ms. Justyna Cichon as Math Teacher- Attachment 5:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>IX. Resolution to Approve the hiring of Mr. Asgeir Ofstad as Academic Support</p>	<p>→ Annual salary of \$46,000 effective August 23, 2010</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve hiring of Mr. Asgeir Ofstad as Academic Support Teacher- Attachment 5.</p>	<p><u>Motion to Approve the hiring of Mr. Asgeir Ofstad as Academic Support Teacher- Attachment 5:</u></p>

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<p>Teacher – Attachment 5</p>		<p>Motion to approve: Mr. Moore Seconded: Ms. Albert</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>X. Resolution to Approve the hiring Mr. Elliot Graham as Science Teacher- Attachment 5</p>	<p>→ Annual salary of \$46,000 effective August 23, 2010</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the hiring of Mr. Elliot Graham as Science Teacher- Attachment 5</p>	<p><u>Motion to Approve the hiring of Mr. Elliot Graham as Science Teacher- Attachment 5:</u> Motion to approve: Ms. Albert Seconded: Mr. Moore</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XI. Approve the hiring of Ms. Elana Pamm as Drama Teacher- Attachment 5</p>	<p>→ Annual salary of \$46,000 effective August 23, 2010</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the hiring of Ms. Elana Pamm as Drama Teacher- Attachment 5.</p>	<p><u>Motion to Approve the hiring of Ms. Elana Pamm as Drama Teacher- Attachment 5:</u> Motion to approve: Mrs. Stephens Seconded: Mr. Moore</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>

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<p>XII. Resolution to Approve the hiring of Amritraj Singh- Attachment 5</p>	<p>→ Independent Contractor to assist in the business office from August 18, 2010 to September 18, 2010 for a fee in the amount of \$100/day for a total amount not to exceed \$2,000</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the hiring of Amritraj Singh- Attachment 5</p>	<p><u>Motion to Approve the hiring of Amritraj Singh- Attachment 5:</u> Motion to approve: Ms. Albert Seconded: Mr. Moore</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XIII. Resolution to Approve the hiring of Amanda Quinn as Independent Contractor for Interview Screening</p>	<p>→ Mrs. Quinn screened resumes for new hires interviews over the course of many months → These new hires were for the 2010-2011 school year but the screenings took place during the 2009-2010 year → Amount not to exceed \$2,000 for services rendered pursuant to the Independent Contract amended</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the hiring of Amanda Quinn as Independent Contractor for Interview Screening- Attachment 6.</p>	<p><u>Motion to Approve the hiring of Amanda Quinn as Independent Contractor for Interview – Attachment 6:</u> Motion to approve: Ms. Albert Seconded: Mrs. Stephens</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XIV. Resolution to Approve the hiring of Barre & Company for providing consulting services for the school year 2010-2011 for a fee in the amount not to exceed \$5,000- Attachment 7</p>	<p>→ We have worked with this company in the past and services will be continued in the new year</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the hiring of Barre & Company for providing consulting services for the school year 2010-2011 for a fee in the amount not to exceed \$5,000- Attachment 7</p>	<p><u>Motion to Approve the hiring of Barre & Company for providing consulting services for the school year 2010-2011 for a fee in the amount not to exceed \$5,000- Attachment 7:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Mr. Mitchell- in favor</p>

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		<p>Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XV. Resolution to Approve the Appointment of “Capacity Coverage Company of New Jersey Inc”</p>	<p>→ Located at 1 International Blvd, 3rd Floor, Mahwah NJ 07495 as the Insurance Broker of Record for 2010-2011 school year</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the Appointment of “Capacity Coverage Company of New Jersey Inc”</p>	<p><u>Motion to Approve the Appointment of “Capacity Coverage Company of New Jersey Inc”:</u> Motion to approve: Mrs. Stephens</p> <p>Seconded: Ms. Albert</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert – in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XVI. Resolution to Approve the Revised Budget for 2010-2011 school year- Attachment 8</p>	<p>→ Mr. Ray reviewed the changes</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the Revised Budget for 2010-2011 school year- Attachment 8</p>	<p><u>Motion to Approve the Revised Budget for 2010-2011 school year- Attachment 8:</u> Motion to approve: Mr. Moore Seconded: Ms. Albert</p> <p>Vote: Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XVII. Resolution to Approve the submittal of the 2010 NCLB Grant Application- Attachment 9</p>	<p>→ Annual grant that provides further funding for services for students</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the submittal of the 2010 NCLB Grant Application- Attachment 9</p>	<p><u>Motion to Approve the submittal of the 2010 NCLB Grant Application- Attachment 9:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p>

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		<p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XVIII. Resolution to Approve the submittal of the 2010 IDEA Grant Application- Attachment 10</p>	<p>→ Annual grant that provides further funding for services for students</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the submittal of the 2010 IDEA Grant Application- Attachment 10</p>	<p><u>Motion to Approve the submittal of the 2010 IDEA Grant Application- Attachment 10:</u> Motion to approve: Mr. Moore Seconded: Mrs. Stephens</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XIX. Resolution to Approve the Karson Food Service Vendor contract to provide the meals for school lunch program for the 2010-2011 school year- Attachment 11</p>	<p>→ Changing the lunch service to provide better choices of lunch for the students and more efficient service</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the Karson Food Service Vendor contract to provide the meals for school lunch program for the 2010-2011 school year- Attachment 11</p>	<p><u>Motion to Approve the Karson Food Service Vendor contract to provide the meals for school lunch program for the 2010-2011 school year- Attachment 11:</u> Motion to approve: Ms. Albert Seconded: Mrs. Stephens</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p>

Topic	Discussion	Outcome
		Motion Carried
XX. Resolution to Approve the revised bid threshold per public contract law- Attachment 12	<p>→ Mr. Ray reviewed the items on the list</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the revised bid threshold per public contract law- Attachment 12</p>	<p><u>Motion to Approve the revised bid threshold per public contract law- Attachment 12:</u> Motion to approve: Mr. Moore Seconded: Mrs. Stephens</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
XXI. Resolution to Approve the pre-lease agreement between Pride Academy & Shining Schools Inc- Attachment 13	<p>→ This matter was previously discussed at an earlier meeting</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the pre-lease agreement between Pride Academy & Shining Schools Inc- Attachment 13</p>	<p><u>Motion to Approve the pre-lease agreement between Pride Academy & Shining Schools Inc- Attachment 13:</u> Motion to approve: Ms. Albert Seconded: Mr. Moore</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
XXII. Resolution to Approve the Parent Involvement	<p>→ Mrs. Thomas explained the Policy and its purpose</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the Parent Involvement</p>	<p><u>Motion to Approve the Parent Involvement Policy 2010-2011- Attachment 14:</u></p>

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<p>Policy 2010-2011- Attachment 14</p>	<p>Policy 2010-2011- Attachment 14</p>	<p>Motion to approve: Ms. Albert Seconded: Mr. Moore</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XXIII. Resolution to Approve the adoption of Spanish textbooks</p>	<p>→ Texts will enhance the curriculum and program especially in the area of grammar</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the adoption of Spanish textbooks.</p>	<p><u>Motion to Approve the adoption of Spanish textbooks:</u> Motion to approve: Mrs. Stephens Seconded: Mr. Moore</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>
<p>XXIV. Resolution to Approve the adoption of the LAL class sets of novels</p>	<p>→ Texts will enhance the curriculum and program</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School Approve the adoption of the LAL class sets of novels.</p>	<p><u>Motion to Approve the adoption of the LAL class sets of novels:</u> Motion to approve: Ms. Albert Seconded: Mrs. Stephens</p> <p><u>Vote:</u> Mr. Mitchell- in favor Ms. Albert- in favor Mr. Moore- in favor Mrs. Stephens- in favor</p> <p>Motion Carried</p>

Topic	Discussion	Outcome
XXV. New Business	→ We scheduled a date for the strategic planning meeting for September 11, 2010	
XXVI. Old Business	<p>→ Mr. Mitchell asked for a quick update about the sale of the building.</p> <p>We presented Rev. Smalls with a letter and an offer of \$1.4 million for the building and 4 lots and the rent at half price per square foot.</p> <p>The church will pay the tax fees.</p> <p>The roof still needs to be taken care of and the doors need to be changed as well.</p>	
XXVII. Comments from the Public	None	
XXV. Adjournment	<p>Motion to adjourn the meeting:</p> <p>Motion: Mr. Moore</p> <p>Seconded: Ms. Albert</p> <p>Vote:</p> <p>Mr. Mitchell- in favor</p> <p>Ms. Albert – in favor</p> <p>Mr. Moore- in favor</p> <p>Mrs. Stephens- in favor</p> <p>Motion Carried</p> <p>Motion Carried at 9: 46pm</p>	