

Board Meeting Minutes

Organization: Pride Academy Charter School Board Meeting
President: Mr. Mitchell
Time: 6:25pm
Place: 115/117 Elmwood Avenue, East Orange, NJ 07018
Date: April 19, 2011
Minute Taker: Ms. Jodi Cenac
Board Members Present: Mr. Mitchell, Mr. Tiggs, Ms. Albert, Mrs. Stephens, Ms. Salazar
Others Present: Mrs. Thomas, Mr. Ray, Ms. Dumenigo, Mr. Crum, Mr. Wentez
Absent: Mr. Moore, Mr. Felton, Mr. Tiggs

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

IMPORTANT DATES TO REMEMBER:

Tuesday, May 17, 2011 @ 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 pm Roll call was done by Mr. Mitchell Announcement of publications- Mrs. Thomas	
III. Resolution to Accept the agenda for April 19, 2011- Attachment 1	Be it resolved that the Board of Trustees of Pride Academy Charter School to Accept the agenda for April 19, 2011- Attachment 1	<u>Motion to Accept the agenda for April 19, 2011- Attachment 1:</u> Motion to approve: Ms. Albert Seconded: Mrs. Stephens <u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor Motion Carried
IV. Resolution to Accept the March 15, 2011 Board Minutes- Attachment 2:	→ on page 7 remove Mrs. Stephens name in the voting section Be it resolved that the Board of Trustees of Pride Academy Charter School to Accept the Board March 15, 2011 Board Minutes- Attachment 2.	<u>Motion to Accept the March 15, 2011 Board Minutes- Attachment 2:</u> Motion to approve: Ms. Albert Seconded: Mrs. Stephen

Topic	Discussion	Outcome
		<p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>V. Resolution to Accept the Board Secretary & Board Treasurer’s Comments Report for March, 2011 - 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 the Board Secretary & Board Treasurer’s Comments Report for March, 2011 - Attachment 3</p>	<p><u>Motion to Accept the Board Secretary & Board Treasurer’s Comments Report for March, 2011 - Attachment 3:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>VI. Resolution to Accept the Treasurer’s Report for March, 2011- 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 Treasurer’s Report for March, 2011- Attachment 4.</p>	<p><u>Motion to Accept the Treasurer’s Report for March, 2011- Attachment 4:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>VII. Resolution to Accept Board Secretary’s Report for March, 2011- Attachment 5</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 Board Secretary’s Report for March, 2011- Attachment 5.</p>	<p><u>Motion to Accept Board Secretary’s Report for March, 2011- Attachment 5:</u> Motion to approve: Mrs. Stephens Seconded:</p>

Topic	Discussion	Outcome
		<p>Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>VIII. Resolution to Accept the Cash Receipt Schedule for March, 2011- Attachment 6</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 Cash Receipt Schedule for March, 2011- Attachment 6.</p>	<p><u>Motion to Accept the Cash Receipt Schedule for Marxh, 2011- Attachment 6:</u></p> <p>Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>IX. Resolution to Accept Payroll for March, 2011 & Bills List for April, 2011 - Attachment 7</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 Payroll for March, 2011 & Bills List for April, 2011 - Attachment 7</p>	<p><u>Motion to Accept the Payroll for March, 2011 & Bills List for April, 2011 - Attachment 7:</u></p> <p>Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>X. FICA Reimbursement Report for the month of March, 2011- Attachment 8</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 March, 2011- Attachment 8.</p>	<p><u>Motion to Accept the FICA Reimbursement Report for March, 2011- Attachment 8:</u></p> <p>Motion to approve: Mrs. Stephens Seconded:</p>

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		<p>Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XI. Principal's Report</p>	<p><u>PACS University:</u> → The PACS University is a plan put in place to incorporate more effectively the PACS Learning Cycle- a habits of mind for critical thinking developed when we were starting the school → The steps are Questioning, Seeking, Responding, Understanding → The end of the year after NJ ASK is a perfect time to do this because all of our skills for test preparation have been addressed → In classes each teacher will create “college type” units (Human Anatomy and Physiology, Elements of Poetry, etc) → We will also have electives (Amazing Race, Robotics, etc.) → It begins May 16, 2011 → We will be purchasing banners from various colleges and universities to hang up around the school</p> <p><u>ROBOTICS:</u> → Our students competed in the Junior Cup Robotics Competition against students from New York and different parts of New Jersey → The students won in two categories: Best Teamwork and Best Choreography → It was a long day and our students and teachers are commended for their efforts</p> <p><u>4-H Fair:</u> → students competed in the fair and earned recognition in several areas for “good, advanced, and excellent” plants → Ms. Kalenak managed a station where visitors could plant seeds and learn more tips for successful planting → The students also had work on exhibition that earned an “Excellent” ribbon</p> <p>→ ASK MRS. THOMAS TO INSERT ABOUT PERSON COMING TO PRESENT ON SATURDAY TO THE 7TH /8TH GRADERS</p> <p><u>African Dance:</u> → Opportunity for students to work with Alvin Ailey Dance where they are part of a presentation at NJ PAC</p>	

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	<p>→ One of our parents is involved with the group and brought it to our attention- it is an excellent opportunity for our students</p> <p><u>MVP:</u> → Saturday program for boys has resumed and the students and teachers will meet each Saturday to engage in team building, field trips, listen to guest speakers, etc.</p> <p><u>Athletic Teams:</u> → Both boys and girls made it to the playoffs for basketball, unfortunately we did not win, however, the students played strong and worked as a team → Soccer Teams have begun practice and their first game will be coming up after the break</p> <p><u>Vow of Silence:</u> → Our Social Workers took the lead to implement this and provided activities and reflections when we “Broke the Silence.” → Teachers and students were silent during the entire lunch and recess periods in all grades → The video news group went around to classes during “Breaking the Silence” and interviewed students about the experience → Students participated positively and recognized the value of taking a stand against bullying and other forms of harrassment</p> <p><u>Spirit Week:</u> → Ms. Dumenigo is in the midst of preparing for Spirit Week- June 13-17 → She hosted a meeting and there were many ideas shared by teachers. She is also working very closely with Student Council to plan activities and events.</p> <p><u>Enrollment:</u> → We were at 240 for several weeks, however, an 8th grader moved to Virginia so we are at 239 → Mrs. Dockery has done an excellent job maintaining enrollment, we have a full 5th grade and she has received most of the paperwork for the incoming 5th grade class</p>	
<p>XII. Resolution to approve the Construction/Renovation Budget – Attachment 9</p>	<p>→ Mr. Ray explained that the \$300,000 that the school had paid to Shining Schools was returned to Pride Academy → The school will be responsible for the construction project → Mr. Ray spoke to the auditor regarding this and it was approved → By June 30, 2011, the total amount of money will be returned to the school → The auditor will include a footnote indicating that the new lease agreement will now be between the school and Shining Schools. The School Attorney agreed that this is a good action.</p>	<p><u>Motion to Approve the Construction/Renovati on Budget – Attachment 9:</u> Motion to approve: Ms. Albert Seconded: Ms. Salazar</p> <p><u>Vote:</u> Ms. Albert - in favor</p>

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	<p>→ The School Attorney also indicated the he reviewed the TRF agreement and the Lease Agreement and everything appears in tact.</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Authorize and approve the Construction/Renovation Budget – Attachment 9</p>	<p>Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XIII. Resolution to approve the Service Agreement with LAN Associates – Attachment 10</p>	<p>→ Mr. Ray spoke to this contract agreement → All the work done by LAN Associates falls under the Capital Project Funds → Mr. Crum shared that the design work is almost complete and everything is running according to plan → The two modular units will be transferred once we have the pillars in place</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to approve the Service Agreement with LAN Associates – Attachment 10</p>	<p><u>Motion to Approve the Service Agreement with LAN Associates – Attachment 10:</u> Motion to approve: Ms. Albert Seconded: Ms. Salazar</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XIV. Resolution to approve the Service Agreement Contract with ML Inc. – Attachment 11</p>	<p>→ Mr. Crum spoke to the agreement between ML Inc. and Pride Academy Charter School regarding construction services</p> <p><i>* The Board will approve the resolution pending the review of the updated contracts by the School Attorney- the attorney also spoke to the acknowledgement that the updated contract had been reviewed by his office and it met all of the guidelines and requirements*</i></p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to approve the Service Agreement Contract with ML Inc. – Attachment 11</p>	<p><u>Motion to approve the Service Agreement Contract with ML Inc. – Attachment 11:</u> Motion to approve: Ms. Albert Seconded: Mrs. Stephens</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XV. Resolution to approve the Service Agreement with ANS Consultant – Attachment 12</p>	<p>→ The geo-tech and soil bearings test to measure the soil sustainability for the modulars → Mr. Crum priced different vendors and this company provided high caliber, safe testing for a much lower fee</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the Service Agreement with ANS Consultant – Attachment 12</p>	<p><u>Motion to approve the Service Agreement with ANS Consultant – Attachment 12:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor</p>

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		<p>Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XVI. Resolution to Approve the lease between Pride Academy Charter School & Shining Schools Inc. – Attachment 13</p>	<p>→ The School Attorney reviewed the document and everything is in compliance → The lease automatically renews with Charter Renewal → There is no recourse outlined in this agreement → If for any reason the school does not get renewed, then the lease will expire as well</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the lease between Pride Academy Charter School & Shining Schools Inc. – Attachment 13</p>	<p><u>Motion to approve the lease between Pride Academy Charter School & Shining Schools Inc. – Attachment 13:</u> Motion to approve: Ms. Albert Seconded: Ms. Salazar</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XVII. Resolution to approve and authorize the submission of the 2009-2010 NCLB Final Reports - Attachment 14</p>	<p>→ Mr. Ray spoke about the final report for this grant which includes the details for the 2009-2010 academic year → The report has already been approved by the State, but we need a resolution to submit the final report → Mr. Ray explained the amounts we received for this grant and our ending balance</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve and authorize the submission of the 2009-2010 NCLB Final Reports - Attachment 14</p>	<p><u>Motion to approve and authorize the submission of the 2009-2010 NCLB Final Reports - Attachment 14 :</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XVIII. Resolution to approve and authorize the submission of the 2009-2010 IDEA Final Reports – Attachment 15</p>	<p>→ Mr. Ray spoke about the final report for this grant which includes the details for the 2009-2010 academic year → The report has already been approved by the State, but we need a resolution to submit the final report → Mr. Ray explained the amounts we received for this grant and our ending balance</p>	<p><u>Motion to approve and authorize the submission of the 2009-2010 IDEA Final Reports – Attachment 15:</u></p>

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	<p>Be it resolved that the Board of Trustees of Pride Academy Charter School to approve and authorize the submission of the 2009-2010 IDEA Final Reports – Attachment 15</p>	<p>Motion to approve: Ms. Albert Seconded: Ms. Salazar</p> <p>Vote: Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XIV. Resolution to Approve the year-end field trips - Attachment 16</p>	<p>→ Ms. Dumenigo spoke about the upcoming field trips and their purposes → The upcoming trips are part of our PACS University and extend the lessons presented in class → Trips include: The Bodies Exhibit, Apollo Theater, Bronx Zoo → Shining Schools is going to fund the end of the year behavior prize trip to Keansburg Amusement because it is not an academic field trip.</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the year-end field trips - Attachment 16</p>	<p><u>Motion to Approve the year-end field trips - Attachment 16:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p>Vote: Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XX. Resolution to Approve the renewal of Blackboard connect contract for Alert Now for annual fee of \$840.00 – Attachment 17</p>	<p>→ Mr. Ray explained that we are renewing for this year as it has worked effectively to communicate messages to parents via email and voicemail → Mr. Mitchell asked to investigate the possibility of messages being delivered via text messages through this system</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the renewal of Blackboard connect contract for Alert Now for annual fee of \$840.00 – Attachment 17</p>	<p><u>Motion to Approve the renewal of Blackboard connect contract for Alert Now for annual fee of \$840.00 – Attachment 17 :</u> Motion to approve: Ms. Albert Seconded: Ms. Salazar</p> <p>Vote: Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XXI. Resolution to Approve the service agreement for EDS Inc. to provide a</p>	<p>→ This is to train about the chemicals and other products used in the building → The training will be for Mr. Ray and Mr. Angel</p>	<p><u>Motion to Approve the service agreement for EDS Inc. to provide a maintenance program for</u></p>

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<p>maintenance program for the Right to Know without training session for a fee in the amount of \$750.00 – Attachment 18</p>	<p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the service agreement for EDS Inc. to provide a maintenance program for the Right to Know without training session for a fee in the amount of \$750.00 – Attachment 18</p>	<p><u>the Right to Know without training session for a fee in the amount of \$750.00 –</u> Attachment 18: Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p>Vote: Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XXII. Resolution to approve and authorize Pride Academy to enter into a cooperative pricing agreement with NJEC to enter in contract with ESCOM for fee of \$1008.00 and EDS for fee of \$1950.00. Attachment 19</p>	<p>→ Mr. Ray explained that this agreement states that services can be provided to anyone in the consortium- “proposes that a program can be adapted to standardize school supply requirements and to reduce supply procurement costs.” → The fee is for the membership services provided → EDS deals with maintenance issue such as broken toilets, HVAC, pest control, etc.</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to approve and authorize Pride Academy to enter into a cooperative pricing agreement with NJEC to enter in contract with ESCOM for fee of \$1008.00 and EDS for a fee of \$1950.00. Attachment 19</p>	<p><u>Motion to approve and authorize Pride Academy to enter into a cooperative pricing agreement with NJEC to enter in contract with ESCOM for fee of \$1008.00 and EDS for fee of \$1950.00.</u> Attachment 19: Motion to approve: Ms. Albert Seconded: Ms. Salazar</p> <p>Vote: *Tabled* SEE BELOW IN “OLD BUSINESS” SECTION FOR VOTING</p>
<p>XXIII. Resolution to Approve the Pride Academy Personnel Handbook for 2011-2012 school year. – Attachment 20</p>	<p>→ There are some minor additions, for example, instead of saying “fire drill,” needs to state, “fire drill and lockdown procedures</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the Pride Academy Personnel Handbook for 2011-2012 school year. – Attachment 20</p>	<p><u>Motion to Approve the Pride Academy Personnel Handbook for 2011-2012 school year. – Attachment 20:</u> Motion to approve: Mrs. Stephens Seconded: Ms. Salazar</p> <p>Vote: Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor</p>

Topic	Discussion	Outcome
		Mr. Mitchell- in favor
<p>XXIV. Resolution to Approve the hiring of Mrs. Madhuchhanda Ray as Human Resources Manager with the annual Salary of \$45,877.83 effective July 1, 2011 -. Attachment 25</p>	<p>→ We have grown in the Business Office and when he meets with the auditor, it is very clear that there needs to be a division of labor among staff → Although we wear many hats, there is a need for a third person → She has a lot of experience working in the school business office for schools → Mrs. Thomas and Ms. Dumenigo interviewed her and her qualifications go beyond the requirements for the position → Mrs. Ray would be reporting to Mrs. Thomas and since Mr. Ray is not a Board Member, there is not issue of nepotism → There was a posting for the job and other candidates were interviewed as well → Mrs. Stephens requested that a job description or the ad that was posted be shared at the next Board meeting</p> <p>Be it resolved that the Board of Trustees of Pride Academy Charter School to Approve the hiring of Mrs. Madhuchhanda Ray as Human Resources Manager with the annual Salary of \$45,877.83 effective July 1, 2011 -. Attachment 25</p>	<p>Motion Carried</p> <p><u>Motion to Approve the hiring of Mrs. Madhuchhanda Ray as Human Resources Manager with the annual Salary of \$45,877.83 effective July 1, 2011 -. Attachment 25:</u></p> <p>Motion to approve: Mrs. Stephens Seconded: Ms. Albert</p> <p><u>Vote:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p>
<p>XXV. New Business</p>	<p>→ Mr. Mitchell shared that he received an email from NJSBA regarding the new anti-bullying laws and asked for members to include them in the policy folder</p>	
<p>XVI. Old Business</p>	<p>→ We reviewed the contract with NJEC and EDS. → The School Attorney indicated that it appears there are two fees: one to each party. The document is not quite clear, however, there are two separate sets of services. It seems that we are going to have an agreement with Educational Services Commission of Morris which is subdivided into NJEC and EDS → One branch is for school supplies and the other is for maintenance → Mr. Ray also spoke about the various schools- charter and traditional, that are a part of this group</p> <p><u>New Voting to approve the contract:</u> Ms. Albert - in favor Mrs. Stephens – in favor Ms. Salazar- in favor Mr. Mitchell- in favor</p> <p>Motion Carried</p> <p>→ Mr. Mitchell asked about the shooting at the Park that took place last Monday. This occurred during soccer practice. The</p>	

Topic	Discussion	Outcome
	<p>teachers followed the correct protocol. Parents picked up students, a letter was sent home to inform parents, and Social Workers were ready to provide counseling. Mrs. Thomas followed up with the Police Chief and he explained that it was a very targeted incident, as four individuals were shot. Mrs. Thomas asked for greater vigilance and surveillance during school hours- especially during lunch/recess and after school.</p> <p>In reflecting about the incident, Ms. Dumenigo and Mrs. Thomas thought about the use and access to two vacant buildings: the old Cicely Tyson and there is another vacant school that may have been the old Elmwood Avenue school. Ms. Dumenigo has reached out to Mr. Crum and Mr. Moore to explore those options.</p> <p>The School Attorney explained that there could be a possibility of Pride entering an agreement with the East Orange Board of Education to have access to the grounds of the buildings for a nominal fee. It was an idea to explore and follow up.</p>	
XVII. Comments from the Public	→ None	
XXVIII. Adjournment	We entered Executive Session at 9:07pm	