

Monday, December 17, 2018 – Meeting Minutes

A Public Session of the Elysian Charter School of Hoboken Board of Trustees will be held on Monday, December 17, 2018 at the Elysian Charter School, 1460 Garden St., Hoboken, NJ. at 7:00 p.m.

Sunshine statement: Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted May 21, 2018.. Notice of the meeting was published in the Public Notice Section of the Jersey Journal and to the Public posted on the Elysian Charter School website at www.ecsnj.org and at the Elysian Charter School located at 1460 Garden Street, Hoboken, NJ, 07030.

Call to Order by Board Chair – 7:05p.m.

1. Roll Call

Voting Members	Role	Present	Absent
Eduardo Gonzalez	President	x	
Jennifer O'Callaghan	Vice-President	x	
Alison Ziegler	Treasurer	x	
Andrea O'Connor	Trustee	x	
Paul Ballantyne	Trustee	x	
Maria Badali	Trustee		x
Diane Sasso	Trustee	x	
Brian Blake	Trustee	x	
Ken Nilsen	Trustee	x	

Non - Voting Members	Role	Present	Absent
Susan Grierson	Director	x	
Diane M Macon	Business Manager	x	
Melissa Landera	Faculty Representative	x	

2. Motion for Elysian Charter School, Board of Trustees to accept the minutes from October 22, 2018

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Eduardo Gonzalez		x				Maria Badali					x
Jennifer O'Callaghan		x				Diane Sasso		x			
Alison Ziegler		x				Brian Blake	1	x			
Andrea O'Connor		x				Ken Nilsen	2	x			
Paul Ballantyne		x									

3. Public Comment

The meeting is open to the public for comment on items on or off the agenda.
(Limited to 5 minutes per person).

4. Presentation of FY18 Comprehensive Annual Financial Report (CAFR)

5. Director's Report

6. Faculty Representative Report
7. Business Manager Report - none
8. Resolutions for Approval:

Finance:

- A. Resolved that the Board of Trustees approve the Secretary and Treasurer Reports for October 2018, as per attached.
- B. Resolved that the Board of Trustees approve the December 2018 Bill List in the total amount of \$619,862.61.
Resolved that the Board of Trustees approve the Payroll Report of November 15, 2018 in the amount of \$146,784.50.
- C. Resolved that the Board of Trustees approve the Payroll Report of November 30, 2018 in the amount of \$156,298.02.

Pursuant to N.J.A.C. 6:23-2.11(a)4, the Board of Trustees acknowledges receipt of the secretary's certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of July and August 2018, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2,11(b), and that sufficient funds are available to meet the school's financial obligations for the remainder of the fiscal year.

- D. On an annual basis, Elysian charter School engages an independent auditor to complete an annual single audit and financial statements audit of the schools finances in accordance with generally accepted auditing standards, standards applicable to financial audits contained in "Government Accounting standards" issued by the Comptroller of the United States and standards contained in OMB Circular A-133 "audits of State, Local Governments and Non-profit Organizations. In accordance with N.J.S.A. 18A:23-5 Philip T. Meshinsky, CPA of Meshinsky & Associates LLC who conducted our audit presented the results of its FY18 Audit Report to the Board of Trustees of Elysian Charter School. Mr. Meshinsky concluded that Elysian Charter School's financial statements present fairly in all material respects, he presented the school's financial position as of June 30, 2018 and that the school has adequate controls in place to ensure accurate financial reporting and compliance with relevant laws, regulations, contracts and grant agreements. Resolved that the Elysian Charter Board of Trustees accepts the FY18 Audit Report and authorizes the submission to the NJ Department of Finance and the Hudson County Superintendent's Office.

Personnel:

- E. Resolved on the recommendation of the Director that the Board of Trustees approves an increase in salary for Megan DeSombre to \$19,800.00 retroactive to September 1, 2018 as a full time substitute teacher.

Curriculum/Special Education:

Facilities:

Governance:

Miscellaneous:

9. Presentation of Committee Reports

Meeting with building management company regarding HVAC system

10. New Business

11. Motion approving resolution A through E

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Eduardo Gonzalez		x				Maria Badali					x
Jennifer O'Callaghan		x				Diane Sasso		x			
Alison Ziegler	1	x				Brian Blake	2	x			
Andrea O'Connor		x				Ken Nilsen		x			
Paul Ballantyne		x									

12. Adjournment of Meeting – 7:50 p.m.

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Eduardo Gonzalez		x				Maria Badali					x
Jennifer O'Callaghan		x				Diane Sasso		x			
Alison Ziegler		x				Brian Blake	1	x			
Andrea O'Connor		x				Ken Nilsen	2	x			
Paul Ballantyne		x									