

MEETING MINUTES – Monday, April 29, 2019

A Public Session of the Elysian Charter School of Hoboken Board of Trustees was held on Monday, April 29, 2019 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 -

1. Roll Call

Voting Members	Role	Present	Absent
Jennifer O'Callaghan	Chair	x	
Brian Blake	Vice-Chair	x	
Daniel Glynn	Treasurer	x	
Alison Ziegler	Trustee	x	
Andrea O'Connor	Trustee	x	
Maria Badali	Trustee	x	
Diane Sasso	Trustee	x	
Ken Nilsen	Trustee	x	
Chris DeFilippis	Trustee	x	

Non - Voting Members	Role	Present	Absent
Susan Grierson	Director	x	
Diane M Macon	Business Manager	x	
Amanda Tripp	Faculty Representative	x	
Lauren Barker	Faculty Representative	x	

2. Swearing in of new board members:

Daniel Glynn

Chris DeFilippis

3. Motion for Elysian Charter School, Board of Trustees to accept the minutes from March, 2019

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Jennifer O'Callaghan		x				Maria Badali		x			
Brian Blake	2					Diane Sasso		x			
Daniel Glynn		x				Ken Nilsen		x			
Alison Ziegler	1					Chris DeFilippis		x			
Andrea O'Connor		x									

4. Public Comment

The meeting is open to the public for comment on items on or off the agenda.

(Limited to 5 minutes per person).

Michael Fischetti, a local resident at Harborside Lofts, shared his concerns about the empty lot adjacent to our recess field and how it is used to store construction equipment. He is looking for support from the Board to reach out to city officials.

Ashley Choate, a 1st grade teacher, is asking for consideration to enroll her daughter for the 2019-20 school year due to personal reasons.

5. Report on Lunch Program/Red Rabbit

Susan Gilbertson gave an overview of our lunch program and although this is the best quality food we've ever had, the students are not responding well to it and we are operating at a loss. It was agreed that we need to give it more time and having the menus in advance is a huge help.

6. Report of High School Acceptance

Darcy Minsky gave an overview of the high school application process. She serves as a guide through the process but parents/students should take on bulk of responsibility. Board members shared their concern as to whether we are doing the best we can to help our students with test prep, portfolio and essay components.

7. Director's Report (see attached)

8. Faculty Representative Report – Amanda Tripp and Lauren Barker reported that State Testing has begun in some grades. Parent-Teacher Conferences are taking place this week.

9. Upon recommendation of the Director of Elysian Charter School the following resolutions are presented for approval:

Finance:

- A. Resolved that the Board of Trustees approve the Payroll Report of March 15, 2019 in the amount of \$145,615.96.
- B. Resolved that the Board of Trustees approve the Payroll Report of March 29, 2019 in the amount of \$162,399.71.
- C. Resolved that the Board of Trustees approve the April 2019 Check Register in the total amount of \$631,470.30.
- D. 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 March 2019, 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.

- E. Resolved that the Board of Trustees upon recommendation of the director approve the following individuals as authorized check signers on the Operating, Payroll, Agency, Lunch, Student, After School and Club accounts with Kearney Bank.

Jennifer O’Callaghan
 Daniel Glynn
 Diane M. Macon

Personnel:

- F. Resolved that the Board of Trustees as recommended by the Director hereby approves the list of staff renewals and non-renewals for the 2019-2020 school year.
- G. Resolved that the Board of Trustees as recommended by the Director hereby approves Adam Froimowitz as Track Coach for the Spring Session, April through June at a stipend of \$800.00
- H. Resolved that the Board of Trustees as recommended by the Director hereby approves Pamela Gorode to take the board of trustees meeting minutes at the rate of \$10.00 per hour.

Curriculum/Special Education:

Facilities:

- I. Resolved that the Board of Trustees as recommended by the Director hereby approves the renewal of agreement with Apple Maintenance Service of 5 Westchester Plaza Elmsford, NY to provide custodial services as required in Custodial Services Bid 04-FY2017/2018 for the Elysian Charter School at the annual rate of \$39,500.00 (\$3,291.67 per month) for a two year period beginning July 1, 2019 through June 30, 2021.

Apple Maintenance Service shall provide such other services as may be required by the Board from time to time. However, any service that required additional compensation to be paid to Apple Maintenance Service over and above the contract amount, must receive prior written authorization from the administration, except in the event of an emergency.

Governance:

- J. ~~Resolved that the Board of Trustees approve the Board meeting dates for the 2019-2020 school year.~~ TABLED TO MAY MEETING

July 23, 2019	7:00 pm	January 27, 2020	7:00 pm
August 26, 2019	7:00 pm	February 24, 2020	7:00 pm
September 23, 2019	7:00 pm	March 23, 2020	7:00 pm
October 28, 2019	7:00 pm	April 27, 2020	7:00 pm
November 25, 2019	7:00 pm	May 28, 2020	7:00 pm
December 16, 2019	7:00 pm	June 15, 2020	7:00 pm

Miscellaneous:

K. Resolved that the Board of Trustees as recommended by the Director has reviewed and approves the attached 2019-2020 School Year Calendar - AS AMENDED

L. Resolved that the Board of Trustees as recommended by the Director adjusts the 2018-2019 school year calendar to included school closing on Friday, May 24, 2019 and Thursday, June 20, 2019 will be the last day of school.

10. Presentation of Committee Reports

Finance Committee: Dan Glynn reported that the committee met to discuss new funding opportunities in the way of asking for additional funds from Friends of Elysian and coming up with additional fundraising opportunities. Dan reached out to the KIPP schools to to see if there are ways we can benefit from how they do their budgeting.

Facilities Committee: Chris DeFilippis and Ken Nilsen attended a citywide school meeting with members of the City Council to discuss challenges facing the various schools and the need for more school space. Chris spoke to the Project Manager for Rebuild by Design to ensure Elysian’s input is heard as decisions are being made on Harborside Park. The committee will look into the mezzanine door access from the residence to our school to ensure that all security measures are being taken according to the school safety regulations.

Personnel Committee: Diane Sasso reported that the committee met to discuss how this committee can best support the school.

11. New Business

12.Motion approving resolution A through I and L

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Jennifer O'Callaghan		x				Maria Badali		x			
Brian Blake		x				Diane Sasso		x			
Daniel Glynn		x				Ken Nilsen	1				
Alison Ziegler	2					Chris DeFilippis		x			
Andrea O'Connor		x									

Adjournment into Executive Session

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Jennifer O'Callaghan		x				Brian Blake	x				
Alison Ziegler		x				Ken Nilsen	x				
Andrea O'Connor		x				Chris DeFilippis	2				
Maria Badali	1					Daniel Glynn					
Diane Sasso		x									

The Board of Trustees of the Elysian Charter School hereby adjourns to Executive Session in compliance with the Open Public Meetings Act, *N.J.S.A. 10:4-6 et seq.*, for the purpose of discussing personnel employment matter. The minutes of the discussion during Executive Session will be available to the public when such minutes have been approved by the Board of Trustees pursuant to *N.J.S.A. 47:1A-1.1 and the need for confidentiality no longer exists.*

Reconvene Public Session/Report from Executive Session (If Applicable)

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Jennifer O'Callaghan		x				Maria Badali		x			
Brian Blake	1					Diane Sasso		x			
Daniel Glynn		x				Ken Nilsen		x			
Alison Ziegler		x				Chris DeFilippis		x			
Andrea O'Connor	2										

M. Resolved that the Board of Trustees as recommended by the Director has reviewed and approves the separation agreement between JB and the Elysian Charter School.

12. Motion approving resolution L

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Jennifer O'Callaghan		x				Maria Badali		x			
Brian Blake	1					Diane Sasso		x			
Daniel Glynn		x				Ken Nilsen	x				
Alison Ziegler				x		Chris DeFilippis		x			
Andrea O'Connor		x									

Adjournment of Meeting -

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Jennifer O'Callaghan		x				Maria Badali	1				
Brian Blake		x				Diane Sasso		x			
Daniel Glynn	2					Ken Nilsen		x			
Alison Ziegler		x				Chris DeFilippis		x			
Andrea O'Connor		x									