

## MONTHLY MEETING MINUTES – Tuesday, November 26, 2019

A Public Session of the Elysian Charter School of Hoboken Board of Trustees was held on Tuesday, November 26, 2019 at the Elysian Charter School, 1460 Garden St., Hoboken, NJ. at 6:30 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 April 29, 2019. 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](http://www.ecsnj.org) and at the Elysian Charter School located at 1460 Garden Street, Hoboken, NJ, 07030.

### Call to Order by Board Chair -

#### I. 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	
Lauren Barker	Faculty Representative	x	
Samantha Leone	Faculty Representative	x	

#### II. Motion for Elysian Charter School Board of Trustees to accept the minutes from October 23, 2019

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	2	x				Ken Nilsen	1	x			
Alison Ziegler		x				Chris DeFilippis		x			
Andrea O'Connor		x									

(Maria Badali arrived at meeting following this motion)

#### III. Public Comment

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

*(Limited to 5 minutes per person).*

Joyce Goode, Hoboken School District BA, distributed a handout and read a statement explaining how the funding to local charter schools is determined.

IV. Presentation by the school auditor, Phillip Meshinsky, of the FY19 Comprehensive Annual Financial Report (CAFR). Phil Meshinsky presented the 2019 Audit and relayed that the Elysian Charter School ended the year with a healthy fund balance.

V. Director's Report (see attached)

VI. Faculty Representative Report:

- Staff found the recent anti-bias training very helpful and are eager to put to use what they learned.
- Several of our teachers have received donations for classroom items /books through a program called Donors Choose.
- Teaching staff has begun writing report cards which will be distributed to students prior to the December holiday break.

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

**Finance:**

1. Resolved that the Board of Trustees approves the Payroll Report of October 15, 2019 in the amount of \$131,746.85.
2. Resolved that the Board of Trustees approves the Payroll Report of October 30, 2019 in the amount of \$131,980.01
3. Resolved that the Board of Trustees approves the November 2019 Check Register in the amount of **\$843,175.82.**
4. Resolved that the Board of Trustees approves the Board Secretary and Treasurer Reports for September, 2019 as per attached.

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 September 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.

5. 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 FY19 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, 2019 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 FY19 Audit Report and authorizes the submission to the NJ Department of Finance and the Hudson County Superintendent's Office.

**Personnel:**

6. Resolved that the Board of Trustees approves hiring Shaquana Ferguson as the Grade 5, Girls Basketball Coach for the 2019-20 season at a stipend of \$2,000.00. **TABLED**

7. Resolved that the Board of Trustees approves the following list of volunteers as basketball coaches for the 2019-20 season. All volunteers must complete the Criminal History Record check process prior to service. **TABLED**

<b>VOLUNTEER COACH</b>	<b>TEAM</b>	<b>VOLUNTEER COACH</b>	<b>TEAM</b>
Natalie Crews-Vargo	Gr. 3	Nick Passrelli	Gr. 4
Brian Blake	Gr. 4	Danny Spiegel	Gr. 5
Tim Flood	Gr. 5	Chris DeFilippis	Gr. 6
Jerry Lore	Gr. 7		

8. Resolved that the Board of Trustees approves hiring Laura Murphy as a part time coding instructor for middle school seminar sessions. **TABLED**

**Curriculum/Special Education:**

**Facilities:**

**Governance:**

**Miscellaneous:**

VII. Presentation of Committee Reports

**Facilities Committee:** Chris DeFilippis gave an update on the mezzanine access door to our school. He met with Katie, property manager for Park & Garden, to discuss possible solutions. Katie will follow up with the Hoboken Fire Department to see what options we have to keep the door locked. Chris is also researching the possibility of installing solar panels on the roof of the building to reduce our electric costs. The next Rebuild by Design meeting, to further discuss plans for Harborside Park/Garden Street area, will be held in mid-December.

VIII. New Business -

IX.. Motion approving resolution 1 through 5

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	2	x				Ken Nilsen		x			
Alison Ziegler	1	x				Chris DeFilippis		x			
Andrea O'Connor		x									

X. Motion to move into public session

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

XI. Motion to move out of public session

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

XII. Adjournment of Meeting of Tuesday, November 26, 2019 – Time: 7:45 pm \_\_\_\_\_

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