

## MONTHLY MEETING MINUTES – Tuesday, May 19, 2020

A Public Session of the Elysian Charter School of Hoboken Board of Trustees was held on Tuesday, May 19, 2020 via Zoom video conference 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
Chris DeFilippis	Chair	x	
Brian Blake	Vice-Chair	x	
Daniel Glynn	Treasurer	x	
Andrea O'Connor	Trustee	x	
Maria Badali	Trustee	x	
Diane Sasso	Trustee	x	
Erin Curtiss	Trustee	x	
Michael Gazaleh	Trustee	x	
Jaime Marchand	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 April 28, 2020.

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Diane Sasso	1				
Brian Blake	2					Erin Curtiss		x			
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

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).*

IV. Director's Report (see attached)

V. Business Manager's Report

## VI. Presentation of Committee Reports

Finance Committee: Chair, Dan Glynn, spoke of the need to be creative with fundraising moving into next year as we expect there to be a decrease in funding due to the current health crisis. He confirmed that Friends of Elysian will be able to provide the same donation as this year. We also anticipate an increase in expenses (health supplies, maintenance supplies) due to Covid-19.

Personnel Committee: On behalf of the committee, Chair Andrea O'Connor, shared her support of the work that Susan Grierson and the teachers are doing during this difficult time. She also brought up the open positions for next year to which Susan Grierson said that she had scheduled interviews for the open MS Science teacher as well as the Leave Replacement for 4<sup>th</sup> grade.

Facility Committee: Chair, Mike Gazaleh, gave an update on the 1<sup>st</sup> floor mezzanine door. The most viable solution (presented by Enterprise Communications) would be to install a magnetic lock door which would be locked during school hours and then, at 6 pm, would allow residents to enter the building for use of the gym. The door alarm would be connected to our police and fire alarm systems. The committee is working with the architect (C Thibault Architect) on this project. They are also applying for a safety grant which, if received, would go towards the project costs.

## VII. Faculty Representative Report: Lauren Barker shared the following on behalf of the teaching staff:

Melissa's 2<sup>nd</sup> grade has just completed the Passion Project. Children were tasked with choosing a topic that they were passionate about and then learning more about it. They will then share a presentation on their subject matter in small groups, via Zoom.

Alyssa's 1<sup>st</sup> grade class are learning about plants and roots and this week completed a design challenge to create an umbrella that could withstand a wind storm. Working off of what they had learned, they used materials found around the house to create their project.

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 April 15, 2020 in the amount of \$153,086.59.
2. Resolved that the Board of Trustees approves the Payroll Report of April 30, 2020 in the amount of \$138,582.52.
3. Resolved that the Board of Trustees approves the May 2020 Check Register from April 23 – May 18, 2020 in the amount of \$361,111.78.
4. Resolved that the Board of Trustees approves the Board Secretary and Treasurer Reports for April 2020 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 May 2020, 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.

Roll Call Vote Resolutions 1-4

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Diane Sasso	2				
Brian Blake	1					Erin Curtiss		x			
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

**Personnel:**

- Whereas, the Board of Directors of Elysian Charter School believes that Susan Grierson has met all the quantitative and qualitative merit attainment criteria for the 2019-2020 school year;

Now therefore be it resolved, on this the 19th day of May 2020 the Board of Directors of Elysian Charter School approves awarding Susan Grierson a \$5,000.00 merit award for the satisfactory attainment of the merit criteria.

- Be it resolved, on this the 19<sup>th</sup> day of May 2020 the Board of Directors of Elysian Charter School approves the employment contract with Susan Grierson as Elysian Charter School Director for the 2020-2021 school year. Susan Grierson will be paid an annual salary of \$140,000.00 payable in accordance with the school's regular semi-monthly payroll schedule of all other professional staff.

Roll Call Vote - Resolutions 5 & 6

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Diane Sasso		x			
Brian Blake	2					Erin Curtiss		x			
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O'Connor	1					Jaime Marchand		x			
Maria Badali		x									

**Curriculum/Special Education:**

**Facilities:**

**Governance/Policy:**

- Resolved that the Board of Trustees approves the attached Emergency Preparedness Plan due to District Public Health Related Closure.

Roll Call Vote - Resolution 7

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Diane Sasso		x			
Brian Blake	1					Erin Curtiss		x			
Daniel Glynn	2					Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

8. Resolved that the Board of Trustees will conduct a second reading on proposed changes to School Policies  
 Policy 5134 Married/Pregnant & Lactating Students  
 Policy 4111.1/42111.1 Support for Breastfeeding Mothers  
 Policy 4111.1/42111.1 Nondiscrimination/Affirmative Action

Roll Call Vote - Resolution 8

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Diane Sasso		x			
Brian Blake		x				Erin Curtiss		x			
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand	1				
Maria Badali	2										

**Miscellaneous:**

9. Whereas, the New Jersey Schools Insurance Group (NJSIG) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members: Whereas, the Elysian Charter School of Hoboken, hereinafter referred to as the “Educational Institution,” is a member of NJSIG; and, Whereas; in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG member serve.

Be It Resolved that:

- 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2020-2021 fiscal year in the amount of \$1,573.22 for the purposes set forth in their safety grant application, which is attached hereto; and,
- 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

10. Resolved that the Board of Trustees hereby accepts and renews the contact with Red Rabbit Food Service for the 2020-2021 school year with the following per meal price of \$3.50 per meal as stated in the addendum.

Per Meal Lunch Price	\$3.50
Per Meal Breakfast Price	N/A
Per Snack After School Snack Price	N/A
Per Meal At Risk After School Meal Price	N/A

Roll Call Vote - Resolution 9-10

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Diane Sasso	1				
Brian Blake	2					Erin Curtiss		x			
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

Prior to the vote, a discussion took place about the need to research additional ways in which the lunch program can be more profitable for the school. Further discussion will take place at a future Board Meeting when the research is completed.

VIII. New Business –

Roll Call Vote - Adjournment of Meeting of Tuesday, May 19, 2020 – Time: \_8:00 PM\_\_\_\_\_

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Diane Sasso	1				
Brian Blake		x				Erin Curtiss		x			
Daniel Glynn		x				Michael Gazaleh	2				
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

Diane M. Macon  
Board Secretary