

MONTHLY MEETING MINUTES – Tuesday, June 16, 2020

Reorganization Meeting

A Public Session of the Elysian Charter School of Hoboken Board of Trustees was held on Tuesday, June 16, 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 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 May 19, 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 (covered in Finance Committee Report)

VI. Presentation of Committee Reports

Finance Committee: Chair, Dan Glynn, and committee are exploring any grants we may be able to take advantage of to help with additional expenses as a result of covid-19 and school reopening. We are awaiting word from the State on expected budget cuts and impact that will have. CARES Act will help with several forthcoming expenses (cleaning supplies, medical supplies, chrome books, among others).

Personnel Committee: Chair, Andrea O'Connor, shared that the search committees for the respective openings in 4th grade, 3rd grade and MS Science have been interviewing candidates. Offers have been accepted for the 4th grade maternity leave position and the 3rd grade maternity leave position (November). An offer is out to an applicant for the MS Science position.

Community Outreach/Charter Coalition: Chair Erin Curtiss said that she is in the initial stages of reaching out to the other Hoboken Charter Schools to see how we can best work together in the future to possibly find some cost saving measures (ie lunch program).

Fundraising Committee – Chair Jamie Marchand is working with Jen Semenza and Friends of Elysian to explore additional ways we can take advantage of fundraising opportunities. He shared that Friends of Elysian have met their fundraising goals for the current school year.

Wellness Committee – Chair Brian Blake said the committee “met” to discuss the possibility of doing a school wide initiative to get our students active and moving, especially given that kids have been inside and on screens for the past few months. Upon our return, the committee is looking into ways to achieve this (possibly working along with enrichment clubs) and possibly tie it into fundraising opportunities for the school.

VII. Faculty Representative Report: The 7th grade presented an online version of their year-end Math probability carnival and invited several classes to take part.

In celebration of Loving Day, Ashley's 6th grade class wrote thank you notes to Bernard S. Cohen, who was the Loving's defendant in the 1967 Supreme Court Case.

The 8th graders were treated to a guest speaker from the Innocence Project after they watched the movie “Just Mercy.”

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 May 15, 2020 in the amount of \$138,887.08
2. Resolved that the Board of Trustees approves the Payroll Report of May 29, 2020 in the amount of \$139,612.71.
3. Resolved that the Board of Trustees approves the May 2020 Check Register from May 29 – June 18, 2020 in the amount of \$339,200.37.
4. Resolved that the Board of Trustees approves the Board Secretary and Treasurer Reports for May 2020 as per attached.

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		x			
Brian Blake		x				Erin Curtiss		x			
Daniel Glynn	1					Michael Gazaleh	2				
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

5. Resolved that the Board of Trustees approves Kearny Bank as the approved depository for the Elysian Charter School funds and that Kearny Bank is required to be insured by either the SLIC or FDIC and/or as required by both Federal and State statutes.

6. Resolved that the Board of Trustees approves the continued participation in the following Cooperative Pricing Systems for the provision of goods and services for the 2020-21 school year.
 1. Educational Services Commission of New Jersey (ESCNJ)
 2. Essex Regional Educational Services Cooperative (ERESC)
 3. Hunterdon County Education Services (HCEC)

7. Resolved that the Board of Trustees accepts and approves the submission of the FY20 CARES Emergency Relief Act Grant (ESEA) in the total amount of \$54,936.00.
 - Educational Technology - Chromebooks/IPads - \$36,550
 - Cleaning & Sanitizing School – Increase maintenance staff hours - \$10,787
 - Supplies \$7,599

8. Resolved that the Board of Trustees accepts the FY20 Elementary and Secondary Education Act Grant (ESEA) in the total amount of \$85,129.00 and hereby approves the Submission of the FY21 ESEA Grant application, the assurances, and the allocation of the ESEA Grant funds as follows:
 - Title 1A – 1 Reading Specials and 3 Paraprofessionals – partial salary and benefits - \$68,700.00
 - Title IIA – Faculty Professional Development - \$6,429.00
 - Title IV Part A – After School Academic Support - \$10,000.00

9. Resolved that the Board of Trustees waives the FY20 ESEA Grant allocation of Title III for English Language Acquisition Funds and Language Enhancement in the amount of \$1,059.00

10. Resolved that the Board of Trustees accepts the FY21 IDEA-B FY21 grant allocation in the total amount of \$61,477.00 and hereby approves the Submission of the FY20 IDEA-B Grant application, the assurances, and the allocation of the IDEA-B Grant funds as follows:
 - IDEA – Basic – 1 Special Education Teacher – partial salary and benefits - \$60,463.00
 - IDEA – Preschool – 1 Social Worker – partial salary and benefits - \$1,014.00

11. Resolved that the Board of Trustees authorizes the Business Manager to approve the Payment of Bills, as may be necessary between Board meetings and present aforementioned payments to the Board for approval at the next regularly scheduled meeting for the 2020-2021 school year.
12. Whereas, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b) has increased the bid threshold amount for school districts which do not have a Qualified Purchasing Agent, from \$29,000 to \$32,000, effective July 1, 2020.
Now, therefore be it resolved that the Elysian Charter School Board of Trustees, establishes and sets the bid threshold amount of \$32,000 for the Board of Education, and further authorizes Kathleen Mone, SBA to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.
13. Resolved that the Board of Trustees authorizes Kathleen Mone, Business Administrator and Diane M. Macon Business Manager to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate of the established bid threshold amount of \$32,000.00

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 5-13

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		x				Jaime Marchand		x			
Maria Badali	1										

Personnel:

14. Resolved that the Board of Trustees approves the following internal appointments for the 2020-2021 school year.
 - Business Administrator/Purchasing Agent– Kathleen Mone
 - Business Manager/Board Secretary – Diane M. Macon
 - HIB/Anti-Bullying Coordinator – Tara Dublanica
 - As required by N.J.A.C. 6:4-1, 3:
 - Affirmative Action Officer/Title IX Coordinator – Diane DeSombre
 - Section 504 Coordinator – Darcy Minsky
15. Resolved that the Board of Trustees of Elysian Charter School appoints Marisa Dolan as a Full Time Substitute Teacher for the months of September and October at a pro-rated salary of \$21,000.00 including 10 Sick Days, 4 Personal days, Health and Dental coverage offered as per school policy.
16. Resolved that the Board of Trustees of the Elysian Charter School appoints Marisa Dolan as Grade 3 leave replacement upon the beginning of the classroom teacher maternity leave at a pro-rated salary of \$51,250.00; including 10 Sick Days, 4 Personal days, Health and Dental coverage offered as per school policy.

17. Resolved that the Board of Trustees of Elysian Charter School appoints Colleen Herlihy as Grade 4 leave replacement, for the 2020-2021 school year at a salary of \$51,250.00; including 10 Sick Days, 4 Personal days, Health and Dental coverage offered as per school policy.

Roll Call Vote - Resolutions 14-17

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	1					Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

Curriculum/Special Education:

Facilities:

Governance/Policy:

18. Resolved that the Board of Trustees adopts the following school policies for Pregnant, Lactating and Breastfeeding Mothers:

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 - Resolutions 18

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	1					Michael Gazaleh	2				
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali		x									

Miscellaneous:

19. Resolved that the Board of Trustees renews the contract with Wee Care to provide Occupational Therapy Services for the 2020-2021 school year at the rate of \$100 per hour for Therapy Services and \$400 per evaluation report.
20. Resolved that the Board of Trustees renews the contract with Denise Sandole for the 2020-2021 school year as the Child Study Team School Psychologist at the rate of \$400 per student Psychological Report and \$80 per attendance at Child Study Team meetings.
21. Resolved that the Board of Trustees renews the contract with Sheri Abramowitz as the Child Study Team Learning Disabilities Teaching Coach (LDTC) for the 2020-2021 school year at the rate of \$400 per student Evaluation with Report and \$80 per attendance at Child Study Team meetings.

22. Resolved that the Board of Trustees authorizes that the Jersey Journal be adopted as the official newspaper to be used for the advertisement of meetings, legal ads and all other necessary public notifications for the 2020-2021 school year.
23. Resolved that the Board of Trustees renews the contract with Bruce W. Padula, ESQ. of Cleary Giacobbe Alfieri Jacobs LLC shall be retained as legal counsel for the 2020-2021 school year at the rate of \$155 per hour for the services of all Attorneys and \$90 per hour for the services of all Law Clerks and Paralegals.
24. Resolved that the Board of Trustees renews the contract with PromptMD for School Physician Services beginning September 1, 2020 through June 30, 2021 at the rate of \$325 per month plus \$162 per ½ hour to review student athletic physicals on an as needed basis.
25. Resolved that the Board of Education designates the following as Insurance Agents covered under Extraordinary Unspecifiable Services (EUS) for the district for the 2020-2021 school year:
Commercial Insurance: Arthur J. Gallagher & Co. (year 3 of a 3 year commitment)
Workers' Compensation: Arthur J. Gallagher & Co. (year 3 of a 3 year commitment)
Health Benefits: Centric Benefits Consulting
26. Resolved that the Board of Trustees renew the contract with Bayada Home Health Care Inc. for in school substitute nursing services for the 2020-2021 school year at the rate of \$54.00 per hour for a registered nurse on an as needed basis.
27. Resolved that the Board of Trustees renews Marlene Gay as the substitute school nurse on an as needed basis for the 2020- 2021 school year at the rate of \$250.00 per day from 8:30am – 2:30pm.
28. Resolved that the Board of Trustees approves the following additional services appointments for the 2020-2021 school year.

403(b) provider – AXA Equitable
Flexible Spending Account (FSA) – Cobra One

29. 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 \$3.43 per meal as stated in the addendum.

Per Meal Lunch Price	\$3.43
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 19-29

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	1					Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand	2				
Maria Badali		x									

VIII. New Business –

Roll Call Vote - Adjournment of Meeting of Tuesday, June 16, 2020 – Time: __7:45 PM_____

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	1					Michael Gazaleh		x			
Andrea O'Connor	2					Jaime Marchand		x			
Maria Badali		x									