

MONTHLY MEETING MINUTES – Tuesday, September 29, 2020

A Public Session of the Elysian Charter School of Hoboken Board of Trustees was held on Tuesday, September 29, 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 28, 2020. Notice of the meeting was published in the Public Notice Section of the Jersey Journal, 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	
Abra Kessler	Faculty Representative	x	
Regan Michaels	Faculty Representative	x	

2. Motion for Elysian Charter Board of Trustees to accept the minutes from August 25, 2020

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

3. Motion for Elysian Charter Board of Trustees to accept the minutes from August 21, 2020

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

Brian Blake, Dan Glynn and Eric Curtiss joined the meeting at 6:50 pm.

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).

5. Director's Report (see attached)

Roberto Rosa Technology Report: We have implemented a teaching/learning program utilizing iPads and Apple TV's for the K-2 grades. As a result, we have become aware of some adjustments/improvements that should be put into place. Our current setup provides limited range especially with corner & smaller classrooms making it difficult to livestream from these locations. Many of our devices are also reaching their "end of life."

Suggestions for improving/upgrading our network with the current demands of hybrid teaching would include:

Upgrade to Meraki which would allow us to better manage our devices, troubleshoot quickly and filter unwanted content. We need to ensure that livestreaming remains stable throughout the day.

Upgrade our bandwidth to carry a heavier load.

6. Business Manager's Report

7. Presentation of Committee Reports

Facilities Committee: Committee Chair, Michael Gazaleh, gave an update on the 1st floor mezzanine door. We are awaiting a response from Katie Coleman, Park & Garden Building Manager, on who will be responsible for covering the cost of work done on the mezzanine door. Park & Garden is waiting on the glass replacement so that they can repair the gym window.

After multiple vendors, including a licensed engineer, inspected and surveyed the school's HVAC system, it was determined and confirmed by all that the air flow and air intake in the school building is acceptable and safe for occupancy.

Fundraising Committee: Committee Chair, Jamie Marchand, stressed the importance of working more closely with Friends of Elysian this coming year and thanked them for their contributions thus far. Jenifer Semenza, Friends of Elysian Chair, will attend an upcoming Board meeting to report on their fundraising plans for this year.

Personnel Committee: Committee Chair, Andrea O'Connor, shared that a Personnel Sub-Committee was formed to address the challenges and issues related to hybrid teaching. The group created an FAQ in response to staff questions concerning the school's re-opening.

8. Faculty Representative Report: New faculty representatives, Abra Kessler and Regan Michaels, introduced themselves to the Board. Thanks and appreciation were extended to our outgoing faculty representatives, Samantha Leone and Lauren Barker. Teachers were very excited to have kids back in their classrooms and that feeling was shared by the students as well. Teachers have been working very hard to support the remote learning and now the hybrid model and deal with the technological challenges that come with it. They are appreciative that these issues/challenges will be addressed to hopefully make things more manageable. They also wanted to express their gratitude for the administration's attention to their HVAC concerns to ensure that the building is safe for all staff and students.

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

9. Finance:

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 December 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.

- 9.1 Resolved that the Board of Trustees approves the Payroll Report of August 15, 2020 in the amount of \$37,537.64
- 9.2 Resolved that the Board of Trustees approves the Payroll Report of August 30, 2020 in the amount of \$18,154.41
- 9.3 Resolved that the Board of Trustees approves the September Check Register from August 22, 2020 – September 24, 2020 in the amount of. \$312,197.47.
- 9.4 Resolved that the Board of Trustees approves the Board Secretary and Treasurer Reports for July and August 2020 as per attached

Roll Call Vote Resolutions 9.1 – 9.4

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

10. Personnel:

- 10.1 Resolved that the Board of Trustees of Elysian Charter School approves a contract with Vanetta Rivera as a Paraprofessional for the 2020-2021 school year beginning September 29, 2020 at a prorated salary of \$18,360.00; including 9 Sick Days, 4 Personal days, Health and Dental coverage offered as per school policy.

Roll Call Vote – Resolution 10.1

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	1	x			
Daniel Glynn		x				Michael Gazaleh	2	x			
Andrea O’Connor		x				Jaime Marchand					
Maria Badali		x									

10.2 Resolved that the Board of Trustees of Elysian Charter School approves a contract with Daisy Tavarez as Daily Maintenance Personnel for the 2020-2021 school year at a yearly salary of \$20,160.00; including 10 Sick days, 4 Personal days, Health and Dental coverage offered as per school policy.

Roll Call Vote – Resolution 10.2

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

11. Governance/Policy:

12. Curriculum/Special Education:

13. Facilities:

14 Miscellaneous:

14.1 Resolved that the Board of Trustees of Elysian Charter School approves the enrollment for the 2020-2021 school year of two staff children into Grade 3 and Grade K over cap.

Roll Call Vote - Resolution 14.1

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	2	x			
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O’Connor		x				Jaime Marchand		x			
Maria Badali	1	x									

14.2 Resolved that the Board of Trustees of Elysian Charter School approves entering into a two year contract with Enterprise CC, LLC to upgrade, configure and install a new router, 15 access points and provide coverage and provide yearly maintenance for phone, Wi-Fi and device management.

Roll Call Vote - Resolution 14.2

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

Resolution 14.2 was tabled until the next Board Meeting, to be held on October 27, 2020, while the Board gathers further information.

15. New Business –

16. Adjournment into Executive Session

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. 10:4-7 et seq.*, for the reason(s) identified below. 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.

1. Personnel

Motion to move into Executive Closed Session to discuss school personnel.

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

Motion to Adjourn Executive Closed Session

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

Roll Call Vote - Adjournment of Meeting of Tuesday, September 29, 2020 – Time: _7:45 PM_____

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