

MONTHLY MEETING MINUTES – Tuesday, May 25, 2021

A Public Session of the Elysian Charter School of Hoboken Board of Trustees was held on Tuesday, May 25, 2021 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	Trustee	x	
Christopher Gizzi	Trustee	x	
Daniel Glynn	Trustee	x	
Andrea O'Connor	Trustee	x	
Maria Badali	Trustee	x	
Amanda Gordon	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	

Motion for Elysian Charter Board of Trustees to accept the minutes from the Regular Meeting April 27, 2021

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Amanda Gordon		x			
Christopher Gizzi		x				Erin Curtiss		x			
Daniel Glynn	1					Michael Gazaleh		x			
Andrea O'Connor		x				Jaime Marchand		x			
Maria Badali	2										

2. Director's Report (see attached)

3. Faculty Representative's Report

Faculty Representatives - (Regan Michaels & Abra Kessler): Abra shared that the teachers are very excited to have most of the students back together in the school fulltime. They have been busy setting up their classrooms to accommodate the return of all students.

4. Presentation of Committee Report

Personnel Committee – Andrea O’Connor – The search for the BA replacement is underway and interviews are being conducted this week. They expressed their thanks to John Rutledge for his years of service to the school as he moves on to another position. Lauren Barker will be moving over to the 5th grade Math position for the 2021-22 school year as Marisa Dolan takes over the Language Arts position.

Advocacy Committee – Erin Curtiss/Christopher Gizzi – The committee is looking for parents to get involved in the NJ Charter School Association to learn more about how charter schools operate. The committee will advise our school community of opportunities to get involved. Chris DeFilippis gave an update on the Jefferson Street Pilot Program. The State has expressed their support to have the funding dispersed among the 4 Hoboken public schools.

Facilities Committee – Michael Gazaleh – Air balancing testing will be conducted on June 21st. Due to the pandemic, there is a backlog with the city to grant permits so we are unsure of when work can begin on the mezzanine door.

Finance Committee– Dan Glynn – Bids are concluded on both the custodial services and lunch program for the 2021-22 school year. The safety grant (NJSIG) will be used towards the upgrade in security of the mezzanine door.

5. Public Comment

The meeting is open to the public for comment on items on or off the agenda.
(Limited to 5 minutes per person).

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

6. 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 May 25, 2021 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.

- 6.1 Resolved that the Board of Trustees approves the Payroll Report of April 15 2021 in the amount of \$142,497.51
- 6.2 Resolved that the Board of Trustees approves the Payroll Report of April 30, 2021 in the amount of \$148,938.90.
- 6.3 Resolved that the Board of Trustees approves the May Check Register from April 27, 2021 May 28, 2021 in the amount of \$395,814.81.
- 6.4 Resolved that the Board of Trustees approves the Board Secretary and Treasurer Reports for April 2021 as per attached.

- 6.5 Resolved that the Board of Trustees accepts and approves the submission of the Elementary and Secondary School Emergency Relief (ESSER II) Fund in the amount of \$225,191 – Learning Acceleration \$25,000 and Mental Health Support and Services in the amount of \$45,000 as per the attached listing.

- 6.6 Resolved that the Board of Trustees approves the audit Engagement Letter with Meshinsky &

Associates, LLC in the amount of \$18,500.00 as the independent financial auditor to complete the annual school audit and IRS Form 990 for fiscal year 2021.

6.7 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 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 2021-22 fiscal year in the amount of \$1,819.00 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.

Roll Call Vote Resolutions 6.1-6.7

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis	1					Amanda Gordon		x			
Christopher Gizzi		x				Erin Curtiss		x			
Daniel Glynn	2					Michael Gazaleh		x			
Andrea O’Connor		x				Jaime Marchand		x			
Maria Badali		x									

7. Personnel:

7.1 Resolved that the Board of Trustees accepts the resignation of John Rutledge, 5th Grade Teacher, as of June 30, 2021.

7.2 Resolved that the Board of Trustees accepts the resignation as of Megan Park, 4th Grade Teacher as of June 30, 2021.

7.3 Resolved that the Board of Trustees approves hiring Colleen Herlihy as Teacher of Grade 4 for the 2021- 2022 school year at a salary of \$53,470.00 including 10 Sick Days, 4 Personal days, Health and Dental coverage as per school policy.

7.4 Resolved that the Board of Trustees approves hiring Marisa Dolan as Teacher of Grade 5 Language Arts for the 2021- 2022 school year at a salary of \$53,470.00 including 10 Sick Days, 4 Personal days, Health and Dental coverage offered as per school policy.

7.5 Resolved that the Board of Trustees believes that Susan Grierson has met all the quantitative and qualitative merit attainment criteria for the 2020-2021 school year; and approves awarding Susan Grierson a \$5,000.00 merit award for the satisfactory attainment of the merit criteria.

7.6 Resolved that the Board of Directors of Elysian Charter School approves renewing the employment contact with Susan Grierson as Director of the Elysian Charter School for the 2021- 2022 school year

with a 2% salary increase and \$1,100.00 bonus payment. Additionally, in recognition of Susan Grierson’s work during the Covid-19 emergency, the Board of Trustees approves and additional payment to Susan Grierson of \$3,900.00.

Roll Call Vote Resolutions 7.1 – 7.6

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Amanda Gordon		x			
Christopher Gizzi		x				Erin Curtiss	1				
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O’Connor		x				Jaime Marchand	2				
Maria Badali		x									

8. Governance/Policy:

9. Curriculum/Special Education:

10. Facilities:

11. Miscellaneous:

11.1 Resolved that the Board of Trustees approves the School Food Authority Commercial Vendor Contract with Genuine Foods for commercial vended meals beginning July 1, 2021 through June 30, 2024
Now, therefore be it resolved with the following per meal/snack prices:

Per Meal Lunch Price	\$3.42
Per Meal Breakfast Price	N/A
Per Snack After School Snack Price:	N/A
Per Meal At Risk After School Meal Price	N/A

11.2 Resolved that the Board of Trustees renews the contract with Wee Care to provide Occupational Therapy Services for the 2021-2022 school year at the rate of \$100 per hour for Therapy Services and \$400 per evaluation report.

11.3 Resolved that the Elysian Charter School Board of Trustees does hereby approve the execution of an agreement with AAA Facility Solutions, LLC 111, Kinderkamack RD. Ste.3008 River Edge, NJ 07661 to provide custodial services for the Elysian Charter School at the rate of \$3,186.75 month beginning July 1, 2021 through June 30, 2022 with an opportunity to extend for two additional years.
AAA Facility Solutions, LLC shall provide such other services as may be required by the Board from time to time. However, any service that requires additional compensation to be paid to AAA Facility Solutions, LLC over and Above the contract amount, must receive prior written authorization from the administration, except in the event of an emergency.

11.4 Resolved that the Elysian Charter School board of Trustees does hereby approves the execution of an agreement with Xtel Communications Inc. to provide MetaSwitch Power Hosted Voice System to replace our current Hosted PBX Service and replace current phones which are approaching end of life.

Roll Call Vote Resolutions 11.1 – 11.4

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Amanda Gordon		x			
Christopher Gizzi		x				Erin Curtiss		x			
Daniel Glynn	1					Michael Gazaleh	2				
Andrea O’Connor		x				Jaime Marchand		x			

Maria Badali		x									
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12. New Business

Adjournment of Meeting

Roll Call Vote - Adjournment of Meeting of Tuesday, May 25, 2021 – Time_7:15 PM _____

Voting Members	Motion	Aye	Nay	Abstain	Absent	Voting Members	Motion	Aye	Nay	Abstain	Absent
Chris DeFilippis		x				Amanda Gordon		x			
Christopher Gizzi		x				Erin Curtiss	1				
Daniel Glynn		x				Michael Gazaleh		x			
Andrea O’Connor	2					Jaime Marchand		x			
Maria Badali		x									