

## MINUTES

The ECO Charter School held the Regular Meeting of the Board of Trustees Monday, September 17, 2018 which convened at 6:02 PM in the Conference Room at 817 Carpenter Street, Camden, New Jersey.

**Meeting was called to order by Dr. King at 6:02 PM.**

### **OPEN PUBLIC MEETINGS ACT**

**Dr. King read the following notice:** Notice of this Regular Meeting of the ECO Charter School Board of Trustees was mailed to the Courier Post, posted at Borough Hall and a copy thereof delivered to the Camden Clerk. The Chairperson shall entertain any objections, with supporting reasons, to the conduct of this meeting on the grounds that it violates the Open Public Meetings Act.

### **ROLL CALL**

**Jennifer Bailey - present**  
**Stan Baker – present**  
**Jeffrey Berk – present**  
**Carl Boyd – absent**  
**Dr. Antoinette Dendtler - present**  
**Dr. William King – present**  
**Roger Lai – present (6:08pm)**  
**Katie Richer – present**  
**Donna Siminiski – present**  
**Kelly Wenzel – present (left at 7:55pm)**  
**Darla Woodring – present**

### **APPROVE MINUTES**

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the minutes of the Regular of the ECO Charter School Board of Trustees held on August 27, 2018.

Roll Call Vote                      All In Favor

## **OLD BUSINESS**

It was moved by Stan Baker and seconded by Kelly Wenzel to approve in accordance with 18A: 17-36 and 18A: 17-9, the revised Report of the Board Secretary, including the Current Budget Financial Statement, for June 2018. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (Backup Materials F-1)

Roll Call Vote                      All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve that the Treasurer’s Report, in accordance with 18A:17-36 and 18A:17-9, be accepted as of June 2018, and note that it reconciles with the Secretary’s report for the same period. (Backup materials F-2)

Roll Call Vote                      All In Favor

## **NEW BUSINESS**

### *a. Financial Reports*

It was moved by Stan Baker and seconded by Kelly Wenzel to approve pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4, the Board certifies no budgetary line-item account fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (Backup materials F-3)

Roll Call Vote                      All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve in accordance with 18A: 17-36 and 18A: 17-9, the revised Report of the Board Secretary, including the Current Budget Financial Statement, for July and August 2018. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (Backup Materials F-4)

Roll Call Vote                      All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve that the Treasurer’s Report, in accordance with 18A:17-36 and 18A:17-9, be accepted as of July and August 2018, and note that it reconciles with the Secretary’s report for the same period. (Backup materials F-5)

Roll Call Vote                    All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel that all bills properly approved and certified be paid totaling:

August 25, 2018 thru August 31, 2018	\$ 70,747.86
September 1, 2018 thru September 14, 2018	\$ 234,744.72

(Backup materials F -6)

Roll Call Vote                    All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve giving Revolution Foods 60 days’ notice as per the contract to terminate service and to re-bid vended meals.

Roll Call Vote                    All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the hiring of the following personnel for the 2018-2019 school year:

- Ydian Velez, Office Manager, \$                    , 12 month employee, start date (09/25/2018)

Roll Call Vote                    All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the HIB Self Assessment.

Roll Call Vote                    All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve request to increase ECO Charter School grade offering to include eighth grade.

Roll Call Vote                      All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve fifteen ECO employees attending EL Education’s National Conference being held November 9<sup>th</sup> – November 11<sup>th</sup> in Philadelphia, PA.

Roll Call Vote                      All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve off-site school visit professional development sessions; staff to be reimbursed for travel and meals as per state guidelines.

Roll Call Vote                      All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the submission of the 17’-18’ ESSA final expenditure report.

Roll Call Vote                      All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve a motion to conduct a closed executive session at the next Board of Trustees meeting, for the purposes of personnel, legal, or student matters.

Roll Call Vote                      All In Favor

### **HEAD OF SCHOOL’S REPORT**

#### **A. Instructional Program**

- a. Faculty Academy 2018
- b. EL Education Network School, Next Steps
- c. Additions to Course of Study

#### **B. School Culture/Climate**

- a. Crew
- b. Discipline Codes

#### **C. Student Services**

- a. Special Education Programming

#### **D. Human Capital**

- a. One vacancy, Office Manager

- b. Potential Addition to Team, Dean of Culture

**E. Fiscal**

- a. Enrollment, Update

**F. Facilities**

- a. Bathroom & Kitchenette Upgrades
- b. Allen Reproduction Building Purchase
- c. Exterior Upgrades

**G. Operations / Safety**

- a. School Safety Committee
- b. Alternative Location for Emergency Preparedness Command Station

**H. Compliance/Accountability**

- a. Comprehensive Equity Plan
- b. School Register Summary
- c. PD Plan and Mentoring Statement of Assurance

**I. Stakeholder/Community Engagement**

- a. New Family Orientation, 8.29.18 @ 5:30 pm

**J. Board of Trustees/Governance/Board Education**

- a. Charter Renewal

**PUBLIC QUESTION AND ANSWER PERIOD**

**ADJOURNMENT**

It was moved by Stan Baker and seconded by Roger Lai to adjourn.

Roll Call Vote                      All In Favor

Time: 8:20 PM

**Respectfully submitted,**

**Jennifer Bailey, M.B.A**  
**School Business Administrator/Board Secretary**