

MINUTES

The ECO Charter School held the Regular Meeting of the Board of Trustees Monday June 14, 2021, which convened at 6:07 PM in the virtual meeting space held in Google meetings.

Meeting was called to order by Mr. Lai at 6:07 PM.

OPEN PUBLIC MEETINGS ACT

Mr. Lai 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

Tiffany Ballard-Blair - present

Jeffrey Berk – present

Carl Boyd – absent (medical leave)

Dr. Antoinette Dendtler - present

Roger Lai – present

Rakim Turnipseed – absent

Kelly Wenzel – present

APPROVE MINUTES

It was moved by Stan Baker and Kelly Wenzel seconded by to approve the minutes of the regular meeting of the ECO Charter School Board of Trustees held May 10, 2021.

Roll Call Vote

All In Favor

OLD BUSINESS

None

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 Report of the Board Secretary, including the Current Budget Financial Statement, be approved for May 2021. 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-2)

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the Treasurer’s Report, in accordance with 18A:17-36 and 18A:17-9, be accepted as of May 2021, and note that it reconciles with the Secretary’s report for the same period. (Backup materials F-3)

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:

May 8, 2021 thru May 31, 2021	\$ 335,158.13
June 1, 2021 thru June 11, 2021	\$ 28,108.13

(Backup materials F -4)

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve Expense Reclassifications from 7/1/20 thru 5/31/21. (Backup materials F-5).

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the renewal of contracts for the 2021-2022 school year for the following services:

- | | |
|---|--------------------------|
| a. Adams, Gutierrez, & Lattiboudere, LLC. (legal counsel) | -\$160/hr for attorneys; |
| | -\$90/hr for paralegals |
| b. Bowman and Company (Auditors) | -\$29,500 |
| c. CDK Systems (Accounting Software) | -\$3,810 |
| d. CDK Personnel Systems (Personnel Software) | -\$3,530 |
| e. Strauss Esmay (policy alert and support services) | -\$2,495 |
| f. Dr. Monica Burton (School Physician) | -\$2,000 |
| g. Edward Markman (ESSA/NCLB/IDEA) | -\$20,000 |
| h. OMNI (403b plan administrators) | -\$1,500 |
| i. RUIC (unemployment benefits management) | -\$1,500 |
| j. Rue Insurance (benefits manager) | -\$7,500 |
| k. The Cloud Geeks (info tech services) | -\$3,260 |
| (monthly) | |
| l. Bayada Nursing Services (school nursing services) | -\$55.00/hr |
| m. Duke's Cleaning Services (janitorial services) | -\$4,000 |
| (monthly) | |
| n. Walsh Associates (home instruction services) | -\$55.00/hr |
| o. Comcast (Internet provider) | -\$1,092/month |
| p. OnCourse Systems (student database) | -\$21,788.75 |
| q. Preferred Meals (Vended Meals Provider) | |
| q.i. Breakfast \$1.864 per meal | |
| q.ii. Lunch \$2.982 per meal | |

Roll Call Vote All In Favor

It was moved Stan Baker and seconded by Kelly Wenzel to approve that pursuant to PL 2015, Chapter 47, ECO Charter School intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Trustees. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. Seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. (Backup materials F-6).

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel approve the teacher-coaching contract with Better Lessons not to exceed \$66,500.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel approve approve the following grant allocations:

- I.D.E.A. Basic \$61,025
- I.D.E.A. Preschool \$3,143
- Title I \$TBD
- Title IIA \$TBD (will be moved to Title I)
- Title IV \$TBD (will be moved to Title I)

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel submit NCLB Title I, Title IV, and IDEA applications for the 2021-2022 school year and to re-adopt Title I Parental Involvement Policy.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel approve the following for positions:

- Yotshabell Galvez, Office Manager, \$54,000 with \$2,000 signing bonus effective 06/01/2021

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the following 2021-2022 human capital referral for new hires:

- Elizabeth Davies, \$2,000 (Y. Galvez 20'-21')

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the resignation of the following:

- Ramesha Ali, effective 6/17/2021, family relocating to FL
- Christine Kennedy, effective 6/17/2021, family relocating to FL

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to ratify the contract amount for Brett MacMinn for the 2021-2022 school year from \$63,038 to \$64,260 due to a typo.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel approve the following 2021-2022 appointments:

- a. Lead Person/Head of School – Dr. Antoinette Dendtler
- b. Business Administrator/Board Secretary – Jennifer Bailey
- c. Homeless School Liaison – Donna Cavicchia
- d. Assistant Principal for Character and Culture - Tiffany Ballard-Blair
- e. HIB Coordinator – Katie Richer
- f. HIB Specialist – Christine LeCompte
- g. Affirmative Action Officer – Jennifer Bailey
- h. School Safety Official & Coordinator – Jennifer Bailey
- i. School Physician – Dr. Monica Burton

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel approve the following resolution regarding liability insurance as presented. (Backup materials F-7)

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel approve contract with Joshua Robinson for Convocation Ceremony sound engineering in the amount of \$500.00.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve 2020-2021 EL Education contract to include an additional \$1550 for strategic goal setting.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the 2021-2022 EL Education contract in the amount of \$48,300.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve contract with SmartImpact Media for Convocation Ceremony videography in the amount of \$2,599.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve contract with Cupcake Carnivale for Convocation Ceremony desserts in the amount of \$662.50.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve contract with Maggiano's for Convocation Ceremony dinner not to exceed \$1,831.75.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve contract with Westmont Party Supply for Convocation Ceremony decorations not to exceed \$1,877.50.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve a medical leave of absence for Trustee member Carl Boyd.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve Board Meeting dates for the 2021-2022 school year. (Back-up materials F-8)

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the school calendar for the 2021-2022 school year as (Back-up materials F-9).

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the 2020-2021 Board of Trustees Self-Evaluation as presented.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the 2020-2021 Lead Person Evaluation as presented.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the 2020-2021 SBA/Board Secretary Evaluation as presented.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the submission of the 2020-2021 HIB Self Evaluation.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve the submission of the 2020-2021 Annual Report.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve ECO Charter School's Safe Return Plan for the 2021-2022 academic school year.

Roll Call Vote All In Favor

It was moved by Stan Baker and seconded by Kelly Wenzel to approve adoption of new, school-wide curriculum, Illustrative Mathematics.

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 & WORK TASKS

A. Academics (Mastery of Knowledge & Skills)/Character/ High Quality Work

- a. Return to Hybrid Program
- b. 19-20 School Performance Report
- c. 21'-22' Programming
 - i. Academics (WIN)
 - ii. Executive Function Skill Building
 - iii. SEL
 - iv. Enrichment
 - v. Home/School Partnership
- d. ESEA/IDEA Monitoring Preparation
- e. Summer Academic Support
 - i. Rutgers University Center for Literacy Development
 - ii. Berlin School District Summer School Program
 - iii. ECO Charter School Summer Programming

B. Finance

- a. Student Enrollment
 - a. 21'-22' Status Update
 - b. April 2021 Student Transfers
 - c. Newly enrolled students

C. Human Capital

- a. 2021-2022 Employee Recruitment, Update

D. Operations

- a. Student Enrollment Lottery, May 25, 2021
- b. Status Report, COVID-19
- c. 8th Grade BBQ on 6/15 @4:30 pm – 6:30 pm
- d. Moving On Ceremony, 6/16 @ 6:00 pm

E. Family & Community Engagement

- a. Young Audiences
- b. End-of-Year Surveys
- c. Home & School Alliance

F. Board Tasks

- a. Recruitment
- b. Succession & Strategic Planning RFPs
 - UPENN Study Council
 - Judy Wilson
 - Terri Lewis, NJ School Boards
 - Andrea Downie, Independent Contractor
 - Dr. Laura Otten, The Nonprofit Center
- c. Discussion – Policies
 - a. 4000 Support Staff
- d. Policy Review
 - a. 5000 Students

PUBLIC QUESTION AND ANSWER PERIOD

ADJOURNMENT

It was moved by Stan Baker and Kelly Wenzel seconded by to adjourn.

Roll Call Vote All In Favor

Time: 7:24 PM

Respectfully submitted,

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