

**BelovED Community Charter School
Board of Trustees Meeting
September 21, 2023
508 Grand Street Jersey City, NJ 07302**

Meeting Minutes

A. This is a regular meeting of the BelovEd Community Charter School Board of Trustees. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 *et seq.*, adequate notice of the time and place of this meeting was provided, and copies of that resolution were forwarded to the official newspapers, Jersey Journal, and the Jersey City Reporter, as designated by the Board and by posting in the Public Library at 472 Jersey Avenue, Jersey City. The Board will be offering virtual access to the in-person Board Meeting.

Directions for accessing the public meeting were posted on the school website: www.belovedccs.org. We very much welcome input from the public. Public comment will be handled in accordance with Board procedure.

B. Call to Order /Flag Salute/ Roll Call at 6:07 PM

Board Member	Term Dates	Present	Absent
Nicole Jackson	6/30/2025	X	
Sal Risalvato	6/30/2025	X	
Rich Valdes	6/30/2025		X
Sam Mikhail	6/30/2025	X	
Kathy Mone	6/30/2025	X	
Jessica Lisboa	6/30/2024		X
Maggie Johnson	6/30/2025		X

Also present at the meeting:
Ken Schultz, BCCS Executive Director
Michele Link, BCCS Principal
Richard Raschdorf, Empowerment Academy School Business Administrator
Duanne Moeller, BCCS Director of Operations
Adam Herman, Board Attorney, ASG Law
Marilyn Hooper, BCCS Board Secretary

C. Public Comment on Items on the Agenda.

No Public Comments.

D. Vote on the Minutes of the Regular Board Meeting of August 17, 2023.

Motion: Sal Risalvato

Seconded: Sam Mikhail

All were in favor with none opposed.

E. Resolved, the BCCS Board of Trustees approves the re-appointment of Maggie Johnson effective July 1, 2023:

Board Member	Original Start Date	Board End Date	Training Last Completed
Maggie Johnson	5/20/2021	6/30/2025	N/A

Motion to table Item E by Sal Risalvato, Seconded by Nicole Jackson. All were in favor and none were opposed.

F. **2023-09-21-01** Resolved, the BCCS Board of Trustees expresses much appreciation to Jessica Lisboa for her years of dedicated service as a member of the BCCS Board of Trustees.

G. **2023-09-21-02** Resolved, the BCCS Board of Trustees accepts the resignation of Jessica Lisboa from the BCCS Board of Trustees.

Roll Call Vote on Item F and G:

Motion: Sal Risalvato

Seconded: Kathy Mone

Yes: Nicole Jackson, Sal Risalvato, Kathy Mone, Sam Mikhail

No: None

Absent: Maggie Johnson, Rich Valdes

H. Performance Dashboard Review

1. K – 12 Dashboard Review including HIB Report (Schultz)

Mr. Schultz provided an update on BCCS Student Attendance, Enrollment and State Testing statistics.

2. Institutional Health Goals (Raschdorf/ Hooper)

Mr. Raschdorf and Ms. Hooper provided an update on BCCS Financials.

I. Facilities (Schundler)

Mr. Schundler provided an update on issues affecting the Canal Crossing financing and development.

J. Human Resources

Roll Call Vote on Human Resources, Section J, Items 1 through 10.

Motion: Sal Risalvato

Seconded: Kathy Mone

Yes: Nicole Jackson, Sal Risalvato, Kathy Mone, Sam Mikhail

Absent: Maggie Johnson, Rich Valdes

No: None

1. **2023-09-21-03** Resolved, The BCCS Board of Trustees approves the hiring of the new employees per Appendix A, Section I for school year 2023-2024 effective as noted through 6/30/2024.
2. **2023-09-21-04** Resolved, The BCCS Board of Trustees approves revisions to the contracts of current staff for SY23-24 as outlined in Appendix A, Section II.
3. **2023-09-21-05** Resolved, The BCCS Board of Trustees reports the following Resignations:

Employee Name	Position	Resignation Date	Status
Employee ID 516	Teacher	8/20/2023	Resignation
Employee ID 478	Teacher	8/21/2023	Resignation
Employee ID 477	Teacher	6/30/2023	Resignation
Employee ID 674	Lunch Aide	6/30/2023	Non-Renewal
Employee ID 595	Lunch Aide	6/30/2023	Non-Renewal
Employee ID 679	Lunch Aide	6/30/2023	Non-Renewal
Employee ID 294	Lunch Aide	6/30/2023	Resignation
Employee ID 102	Lunch Aide	6/30/2023	Non-Renewal
Employee ID 741	Security (FT)	9/18/2023	Resignation

4. **2023-09-21-06** Resolved, the BCCS Board of Trustees approves the revisions to previously reported SY23-24 salaries as outlined on Appendix A, Section III.
5. **2023-09-21-07** Resolved, the BCCS Board of Trustees approves the SY23-24 Instructional Stipends as outlined in Appendix A, Section IV.
6. **2023-09-21-08** Resolved, the BCCS Board of Trustees approves the Summer Institute Payments distributed to Instructional Staff as outlined in Appendix B.
7. **2023-09-21-09** Resolved, the BCCS Board of Trustees approves the staff leave schedules for SY23-24 as outlined in Appendix A, Section V.
8. **2023-09-21-10** Resolved, the BCCS Board of Trustees approves the Bus Driver Contract re-signing bonus as outlined in Appendix A, Section VI.
9. **2023-09-21-11** Resolved, the BCCS Board of Trustees approves the job description for the High School Office Manager/ Operations Liaison as provided and defined in Appendix C.
10. **2023-09-21-12** Resolved, the BCCS Board of Trustees approves the staff

members and stipend amounts for Fall Sports Coaching for Middle School and High School as outlined in Appendix A, Section VIII.

Roll Call Vote on Human Resources, Section J, Item 11:

Motion: Nicole Jackson

Seconded: Sam Mikhail

Yes: Nicole Jackson, Sal Risalvato, Kathy Mone, Sam Mikhail

Absent: Maggie Johnson, Rich Valdes

No: None

11. **2023-09-21-13** Resolved, the BCCS Board of Trustees approves a consulting agreement for Ken Schultz, Executive Director, with Central Database which assists students for five (5) hours per week.

K. Business

Roll call vote on Business section K, Items 1 through 18:

Motion: Sal Risalvato

Seconded: Kathy Mone

Yes: Nicole Jackson, Sal Risalvato, Kathy Mone, Sam Mikhail

Absent: Maggie Johnson, Rich Valdes

No: None

1. **2023-09-21-14** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 8/31/2023 and 9/15/2023 each in the amount of \$830,000 and \$700,000, respectively. Payroll amounts include Employer Payroll Taxes.
2. **2023-09-21-15** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims of \$1,292,396.55 for the period 8/17/2023 through 9/21/2023.
3. **2023-09-21-16** Resolved, the BCCS Board of Trustees approves an expenditure to purchase uniforms in the amount of \$22,156 payable to the Jersey City Retailer, Jay's Uniforms located on Bergen Avenue. Detailed itemization has been provided as an attachment.
4. **2023-09-21-17** Resolved, the Board of Trustees approves the ESEA Application submitted to the New Jersey Department of Education.
5. **2023-09-21-18** Resolved, the Board of Trustees approves the application for SY24 IDEA Consolidated Basic grant as follows:

Personal Services- Salaries (Basic)	\$85,500
Employee Benefits (Basic)	\$54,720
Prof & Tech Services (Basic)	\$243,773
<u>Instructional Supplied (Preschool)</u>	<u>\$6,897</u>
Total Projected Budget	\$390,890

6. **2023-09-21-19** Resolved, the Board of Trustees approves the application for SY24 ESEA Grant as follows:

Category	Title IA	Title IIA	Title III
Personnel	\$452,865	\$87,071	\$12,000
Support Svcs	\$684,211	\$0	\$13,060
Total	\$1,137,076	\$87,087	\$25,060

7. **2023-09-21-20** Resolved, the BCCS Board of Trustees approves a revision to the SY23-24 Shared Services Agreement which recognizes June 1, 2023 as the effective date for applying \$65/hour for professional shared services.
8. **2023-09-21-21** Resolved, the BCCS Board of Trustees approves a revision to the Maschio’s agreement to incorporate a new position of a Food Services Director who shall oversee all day-to-day operations, menu and staff planning, and maintain service level agreement provisions. In addition, the agreement removes the guaranteed break even provision since the cost of the Food Services Director was not considered in the original agreement. The annual salary rate of the Food Services Director is estimated to be between \$60,000 and \$85,000. This expenditure shall be shared with Empowerment Academy and prorated based upon student enrollment.
9. **2023-09-21-22** Resolved, the BCCS Board of Trustees approves a one year agreement with Able Cleaning Services for evening janitorial services. The monthly cost is \$16,500 and the annual cost for ten months is \$165,000. The agreement is provided as an attachment to the agenda.
10. **2023-09-21-23** Resolved, the BCCS Board of Trustees approves the Elementary, Middle School and High School field trips as outlined in Appendix A, Section VII.
11. **2023-09-21-24** Resolved, the BCCS Board of Trustees approves the replacement of HVAC unit number 9 at a cost of \$44,480.
12. **2023-09-21-25** Resolved, the BCCS Board of Trustees approves the Instructional Staff SY23-24 kick-off event at Marin Enterprises/ Surf City for a total expenditure of \$10,322.64. Staff participation was mandatory.
13. **2023-09-21-26** Resolved, the BCCS Board of Trustees approves a Letter of Intention with Leap Educational Consulting for Middle School Math Lessons Coaching and Support for SY2023-2024 totaling \$8,500. The Letter of Intention has been provided as an attachment.
14. **2023-09-21-27** Resolved, the BCCS Board of Trustees approves the Veterinary

Tech budget of \$10,843 and is itemized in Appendix C and provided as an attachment.

15. **2023-09-21-28** Resolved, the BCCS Board of Trustees approves the NJ Learning Acceleration - High Impact Tutoring Grant. A summary of the grant details are provided as an attachment.
16. **2023-09-21-29** Resolved, the BCCS Board of Trustees approves an upgrade with SAVVAS for Elementary School (grades K-5) mathematics digital courseware four (4) year licenses in addition to a one (1) year license for Savvas SuccessMaker. The expenditure totals \$65,482.40.
17. **2023-09-21-30** Resolved, the BCCS Board of Trustees approves a Master Services Agreement with Tutored by Teachers for a one year term until 6/30/2024. Fees for program are:

Description	Cost
Virtual Intervention Model Program	\$62,280
Implementation Fee (per 100 students)	\$6,000
Total Fees for VIM Program	\$71,280

18. **2023-09-21-31** Resolved, the BCCS Board of Trustees approves a revision to the Pre-Development Lease Agreement with Friends of Quality Education. These revisions will extend to the 76% and 24%, respectively, sharing of costs between BelovED CCS and Empowerment Academy Charter School. Incurred costs include site improvements and construction of a bus maintenance facility on a property parcel immediately adjacent to the Canal Crossing Campus.

L. Other Business

1. Discussion of prospective replacement of BCCS Board Member, Jessica Lisboa.
2. Discussion of potential re-scheduling of October and November Board Meeting dates.

M. New Business

Roll Call Vote on New Business Item 1:

Motion: Sal Risalvato
 Seconded: Sam Mikhail

Yes: Nicole Jackson, Sal Risalvato, Kathy Mone, Sam Mikhail
 Absent: Maggie Johnson, Rich Valdes
 No: None

1. **2023-09-21-32** Resolved, the BCCS Board of Trustees approves the reschedule of the October and November board meetings as follows:

Tuesday, October 24, 2023 at 5:30 PM

Thursday, November 30, 2023 at 5:30 PM

N. Executive Session

O. Public Comment on Non-Agenda Items

No public comments.

P. Adjournment at 7:04 PM.

Motion to adjourn by Sal Risalvato, seconded by Nicole Jackson and all were in favor.