ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
May 24, 2016
6:30 PM

I. CALL TO ORDER: 7:33 PM

This meeting has been publicized in accordance with Section 5, Ch 231, PL 1975, and Open Public Meeting Law by notification of the Home News Tribune and at the Academy for Urban Leadership Charter High School within the legal time required. Time may be allotted for public comment at this meeting.

II. FLAG SALUTE

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under god, indivisible with liberty and justice for all.

III. MISSION STATEMENT

To employ an educational design and experience that merges the highest standards of academic excellence while fostering convictions and commitment to social and economic justice. The school acknowledges that both family and community involvement are integral to the student's academic achievement level, and will focus on fostering strong relationships between the school, family and community. Through these partnerships, the school will strive to create a nurturing environment by providing each student with the five resources deemed necessary for healthy child development by the President's Summit for America's Future. These include: a one-on-one relationship with a caring adult, a safe place to learn and grow, a healthy start, a marketable skill through effective education, and a chance to give back to peers and the community.

In order to provide a quality education, the curriculum offered will involve rigorous academics with a holistic approach to education. Special emphasis will be placed on service learning and espousing the importance of civic and social responsibility. The development of character, leadership skills, conflict resolution abilities, and community responsibility will be stressed to provide the students with the necessary tools to become contributing members of a democratic society.

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IV. ROLL CALL

Board Members

Eloisa Hernandez (President)	Present
Robert Fink (Vice President)	Present
Edgardo Galleno (Secretary)	Present
Hector Bonilla	Absent
Luis Vargas	Absent
Claudine Bishop	Present
Noelia Colon	Present
Tashilee Vazquez	Resigned
Eleni Glykis	Present – Arrived at 8:08 PM

Additional attendees:

Nestor Collazo (Lead Person)	Present
Roberto Reyes (Principal)	Present
Christine Lopac (Vice Principal)	Present
Patricia Bombelyn (Board Solicitor)	Present
Gil Berrios (Board Secretary)	Absent

V. APPROVAL OF MINUTES

A. Move that the Board of Trustees approve the **Regular Board Minutes** dated **April 26, 2016** for the **FY2015-2016.**

Motion: Robert Fink, Second: Edgardo Galleno, Roll Call: Eloisa Hernandez Yes, Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Noelia Colon Yes. (Eleni Glykis had not yet arrived for the meeting.)

VI. CORRESPONDENCE

None

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VII. PUBLIC COMMENT #1

None

VIII. SPECIAL PRESENTATION

A. Certificate Of Appreciation Award to Mr. James O'Brien

Mr. James O'Brien, AUL Social Studies teacher, was presented with a Certificate of Appreciation for his commitment to positively engaging students in learning outside of the classroom in the areas of diplomacy, international relations and the functions of the United Nations and for his service to others.

B. Mark J. Finkelstein, Superintendent of Middlesex Regional Educational Services Commission

Mr. Finkelstein introduced himself to the Board Members as the Superintendent of Middlesex Regional Educational Services Commission. Mr. Finkelstein also introduced Mrs. Nancy Armbruster who is the Director of Nonpublic School Services at MRESC. Mr. Finkelstein explained that the New Jersey State Board of Education recently approved a change in the name from MRESC to The Educational Services Commission of New Jersey (ESCNJ). Mr. Finkelstein explained that MRESC began in Piscataway, NJ and has been in operation for forty years. Also, this commission has a presence in all twenty-one counties in New Jersey.
MRESC currently has thirty charter schools as members of their Co-op Pricing System; they also are in the position to oversee transportation needs for special education and general education students.
Mr. Finkelstein advised that AUL would have an advantage utilizing the services of MRESC due to the close proximity of the Piscataway location. Mr. Finkelstein provided Board Members with an outline of their Case Management Services and a collaborative service rate sheet. Mr. Finkelstein explained that the commission would work with AUL to be sure that the charter school was in complete compliance. An MRESC Case Manager would assist in such areas as preparing formal letters to parents, ensuring consents are on file, and facilitating meetings within a specific timeframe. Mr. Finkelstein advised there is one charter school that has an MRESC Case Manager physically in their facility two full days a week.
Mrs. Armbruster stated that MRESC has many former directors now working as Case Managers. These Case Managers have many decades of experience, which assists them in working well together as team players.

Dr. Collazo showed an interest in the new digital system offered by MRESC and if it would be compatible with AUL's upgraded Realtime system. Dr. Collazo asked if reports would be able to be generated for audits. Mrs. Armbruster believes these reports would be possible. Mrs. Lopac stated she would look into the comparisons of the two systems.
Ms. Eloisa Hernandez asked what has changed to have a better working relationship with AUL than in previous years. Mrs. Armbruster advised AUL's liaison in the past was Dominique Russell who worked with the Case Manager of MRESC. Mrs. Armbruster stated that she was not aware of any issues in the past between AUL and MRESC. She advised going forward any concerns would immediately be addressed and adjusted.
Mrs. Armbruster advised the IEP system is a better way to view and see due dates or items that are missing. All of this data can be viewed on the IEPDirect dashboard.
Mr. Fink asked what the typical turn- around time would be to get completed referral documents, as in the past it sometimes took more than ninety days. Mrs. Armbruster advised it should only take approximately two months.
Mrs. Armbruster also advised bi-lingual evaluations are available with MRESC; as well as bi-lingual social workers and speech therapists on staff.

Board President, Eloisa Hernandez, polled all of the Board Members to hear Public Comment. Unanimous yes – Eloisa Hernandez, Robert Fink, Edgardo Galleno, Claudine Bishop, Noelia Colon.

Victor Restituyo, a senior at AUL, is following up with the Board regarding the proposed uniform change on behalf of the Business Club. The change involves a new quarter-zipped jacket instead of the cardigan sweater. Victor Restituyo reminded the Board that the students are in favor of the change. There is a minimum order of twelve jackets and they would ship within a two week time period. Victor advised the jackets would be ordered through the Business Club at $40.00 each; with the club making a profit of $10.00 per jacket.
Ms. Hernandez advised there is no motion presented. Mr. Fink stated it is important to review the results of the student and parent surveys. Dr. Collazo advised there are some minor changes needed to the jacket before any approval can be made. Dr. Collazo also stated it is necessary to have a clear statement on the change of the uniform so everyone will be on the same page. Currently, AUL has a uniform, but it is a challenge as the students do not all wear the uniform correctly. Ms. Hernandez stated the gray color of the jacket is a departure from

the color of the AUL uniform. Mr. Galleno suggested members of the Business Club follow up with the Board during the next school year. Mr. Galleno stated it is necessary for different committees to review the new jacket proposal. For instance, how will this uniform change impact all students? Mr. Galleno further explained that the new jacket requires a change to the uniform policy. A change to the uniform policy requires the Board to approve two readings of the change to the policy. Mr. Galleno told Victor not to think that he will be leaving AUL without anything happening during this school year. Instead, a new jacket was designed and discussion will continue with administration regarding this uniform change.

Elizabeth Gonzalez, parent of a current AUL senior, questioned why the Board meeting was being help in a classroom (Room 203) and not in the cafeteria; Ms. Gonzalez stated there usually is a note on the door. Ms. Gonzalez also questioned why there was a lockdown in the school today. Dr. Collazo advised the school had received a phone call from the Perth Amboy Police Department advising of a fugitive in the neighborhood. The lockdown lasted approximately twenty-eight minutes when the police called and advised they did not believe the person was in the area of the school. Administration completed a sweep of the entire school buildings and perimeter. The security officers were assigned to stand between the school buildings during the passing of classes.
Ms. Gonzalez also asked when Graduation would be taking place. Dr. Collazo advised Graduation for the Class of 2016 would be held on June 24, 2016 at Rutgers. This information has been posted on the school's website, as well as noted on the school calendar given to students the beginning of the school year. Ms. Gonzalez asked why the finals for seniors were moved to the last week of school. If a senior fails the final, when do they have the chance to make it up in order to graduate? Dr. Collazo advised the students have been attending school since September and each school day is preparing the student for the final exam. Students have the help of the teachers during the school day, as well as during the extended school day. Mr. Reyes explained by having the exams the final week of school, the students have more educational time in the classroom to better prepare them for the final exams. Dr. Collazo assured Ms. Gonzalez that the colleges where the students applied would get the necessary information in a timely manner – for example, EOF (Educational Opportunity Fund).

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IX. COMMITTEE REPORTS

Committee chairperson(s) will provide a brief overview of pertinent items discussed during the last committee meeting.

- **Finance:** Items in Agenda. Regarding the second warrants list on the agenda, please take note of the breakdown on the combination of the funds list.
- **Facilities:** Committee members met today with Parrette & Somjen Architects. A cost estimate was received. However, further information is needed before a discussion can take place.
- **Personnel:** Approximately eight hundred applications have been received for the posted positions. Assistance is going to be needed in the review of the applications and the scheduling of interviews. Some applicants of interest which have already been interviewed have not yet been notified, so there is a chance some good applicants may go elsewhere. Delta-T sub agency can offer this additional assistance; the agency can have a person available next week.
- **Curriculum:** Items in Agenda. There is going to be a change in the Health Education curriculum, as to the order in which things are being taught. It has been discussed that Link Crew, which is the leadership character development program, is not entirely working. Perhaps the orientation piece will continue.
- **Outreach:** The next lottery is scheduled for Thursday, June 2, 2016. A survey will be sent to the Board asking what they request the Outreach Committee to do.
- **Governance:** A week from today, May 31, 2016, the application for Board members will close at 3 PM. There are a number of seats open on the Board which are necessary to fill. A diversity of Board members is needed, so that the same people do not sit on various committees with the same views.
  Mr. Fink presented a bouquet of flowers to Eloisa Hernandez for her service on the Board; with the last two years serving as Board President.

X. LEAD PERSON'S REPORT

Lead Person, Nestor Collazo, will give details of his report to the Board.

- Professional development continue for administration and staff.
- School was in lockdown today; all entrance doors to the school must remain locked at all times. The security guards took the required actions necessary during the lockdown.

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- Regarding the special services data, all evaluations have been completed. All of the necessary documents have been prepared for the scheduled audit on Thursday.
- The next lottery will be held on Thursday, June 2, 2016. Currently, there are twenty-one openings for the 8th grade. The 9th grade has a waiting list of forty-nine students.
- With the assistance of the parent outreach coordinator, students cleaned and planted a garden at the main entrance of the school. Also, the PTO is helping some students go to the prom by donating $200.00 towards prom tickets. Dr. Collazo stated he has spoken with Ms. Valentin and he would like to see greater parent participation.
- Some students went to the Adventure Aquarium in Camden. The trip promoted a look into the career of marine biology.
- AUL held their first Fun Fair on Friday, May 20th, 2016 in partnership with JRF. The Fun Fair was very successful. Each class participated and plans are underway for next year.
- Selection of students for the National Honor Society have begun. Dr. Collazo suggested starting the process earlier next year.
- PARCC exam participation was excellent this year.
- AUL held an Open House on April 21, 2016. Dr. Collazo advised it was a success, but would like to see more parent participation next year.
- SAT registration continues for the 11th grade students.
- School guidance counselors are advising those students needing credit recovery over the summer. Calls are also being made by the counselors to their parents.
- AP exams have been completed.
- Some seniors have completed scholarship applications to Kean University. Besides Kean, the scholarships can also be used for a four year college in New Jersey. The results are expected around the 15th of June, 2016.
- The guidance department is in the process of collecting teacher recommendations for course placement of students for next year. The guidance department is also meeting with 11th grade students to discuss college and career planning.
- Dr. Collazo advised there has been continued support of special education students; I & R S referrals have helped. Dr. Collazo stated AUL needs the services of a child service team. Perhaps in the future, it will be possible to have our own team on campus.

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XI. STUDENT REPRESENTATIVE'S REPORT

None

XII. PARENT REPRESENTATIVE'S REPORT

None

XIII. TEACHER REPRESENTATIVE'S REPORT

Presented by Mrs. Jamali

- Mrs. Jamali brought up the concern of teachers regarding reimbursement for attending the PICCS Professional Development Workshops offered over the summer. Is reimbursement going to be the same as last year? Dr. Collazo advised this topic would be discussed further with the Curriculum Committee.
- Since there has been a Freshman Academy in the past, will there be an Eighth Grade Academy as well? This item will also be discussed further in committee.

XIV. BOARD PRESIDENT'S REPORT

Eloisa Hernandez, President of the Board, will give her report.

- The Executive Committee met once to discuss the agenda for this Board meeting.

XV. OLD BUSINESS

None

The Lead Person recommends the following items for approval:

XVI. MOTIONS – Consent Agenda

Motion #5 should be moved to Other Motions.
Motion #2 should have a correction to the wording of the motion (correction below)

Motion Items #1-4 and #6
Motion: Robert Fink, Second: Edgardo Galleno, Roll Call: Eloisa Hernandez Yes, Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Noelia Colon Yes, Eleni Glykis Yes.

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Finance

1. Move that the Board of Trustees approve Fund 10 General Warrants List for April 27, 2016 – May 17, 2016 in the amount of **$71,868.86**.
2. Move that the Board of Trustees approve the General Warrants List for May 18, 2016 – May 23, 2016 in the amount of **$316,324.20** to be charged to the funds indicated in the warrants list.
3. Move that the Board of Trustees approve the Payroll Report for April 20, 2016 in the amount of **$170,380.12**.
4. Move that the Board of Trustees approve the Payroll Report for May 15, 2016 in the amount of **$167,351.17**.

Curriculum

6. Move that the Board of Trustees approve the Purchase (**$2,972.47**), Professional Development (**$2,124.00**) and Class Trip (**$1,008.00**) for a **total cost $6,104.47**.

PURCHASE REQUISITION REQUEST		
FACULTY	**DESCRIPTION**	**COST**
Mr. Daniel De Jesus	BSN Sports - This season sport equipment	**$2,972.47**

CLASS TRIP REQUEST			
FACULTY	**DATE**	**DESCRIPTION**	**COST**
Seniors Graduation	June 10th	**Exclusive party for Seniors** This is a fun way for students to have basically the last memory with their senior class together; one last night before graduation. - Activity is from 9:00 pm to 1:00 am. Special wristband will be provided. Event includes rides, DJ's, Chaperone hospitality area. We will have plenty of Security and Police presence. - Nine Chaperons using STAFF Class of 2016 T-shirts **Location:** Six Flags Great Adventure, Jackson, NJ Leaving from School at 6:00 pm and returning at 1:45 am. (65 students total – for every 10 tickets purchased we will get 1 free ticket) Will have six (6) tickets for the chaperones, but still need to purchase three (3) additional tickets. **Cost of Trip:** Chaperones ticket $108.00 **TRANSPORTATION:** Two (2) Bus needed price per bus is $450.00 for a total of $900.00	$900 $108.00 **TOTAL** **$1,008.00**

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FACULTY	DATE OF PD	DESCRIPTION	COST
Munira Jamali	Monday, August 1st August 5th 8:30am 3:30pm	K-12 Keys to Mathematical Success for Teachers, Coaches, and Administrators - 5-Day CCSS Mathematics Summer Institute. - The Common Core State Standards (CCSS) require a major shift in the way we teach math, and most teachers are not prepared for this shift. Metamorphosis is!. - They created a powerful five-day institute designed to deepen teacher content knowledge and expand their pedagogical know-how in ways that will ensure that students succeed. - Teachers will learn to differentiate their teaching to meet the needs of a wide range of learners, including special needs students and English Language Learners. There are five different mathematical strands teachers can select from. Afternoon breakout sessions will provide opportunities for teachers to dive deeply into their grade level challenges. - I will share ideas and concepts with fellow Math teachers. - Location: P.S. I.S. 276, The Battery Park City School 55 Battery Place, New York, NY 10004. Cost: $995/per person - PICCS is covering the registration cost.	No cost PICCS is covering the registration
Ms. Hala Morcos Ms. S. Cashel Mr. Saad Syed Ms. Mukherjee Mr. Lombardo	October 25th -26 8:30 am 4:30 pm	2016 New Jersey Science Convention. The Convention is co-sponsored by New Jersey Science Teachers Association and New Jersey Science Education Leadership Association. - Each day has over seventy-five sessions of interest to all levels and disciplines in science, as well as over fifty-five vendors of science books, supplies, and equipment. - Our Teachers will apply the techniques to implement and enhance teaching resources within the concepts of Science. - Location: Princeton Marriott at Forrestal - 100 College Road East - Princeton, New Jersey 08540. - They enrolled in one session only, they are traveling and teachers divided the two days between the other science teachers. - Ms. Mukherjee and Ms. Morcos will attend one day and Mr. Ms. Cashel and Mr. Sayed the following day. - They will attend various seminars of their interest. Cost: $179 / per person for 1 day = total for all attendees is: $895.00.	$895.00

FACULTY	DATE OF PD	DESCRIPTION	COST
Christine Lopac and Maribel Martins	June 24th 8:30 am to 1:00 pm	FY2017 ESEA/NCLB Consolidated Application TA session Hosted by: The Mercer and Middlesex County Offices of Education, in collaboration with the Office of Grants Management Consolidated. - Will allow them to learn processes needed to assess data, plan programs needed in order to allocate the funds needed to make certain the programs we put in place are funded correctly. Location: West Windsor-Plainsboro Regional School District; 321 Village Rd East; West Windsor, NJ 08550 Cost: No cost	No cost

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PROFESSIONAL DEVELOPMENT REQUEST			
FACULTY	DATE OF PD	DESCRIPTION	COST
Mr. Roberto Reyes Ms. Sovy Acosta	June 1st 8:30 am 3:00 pm Conference Center at Mercer	**2016 PBSIS Annual Leadership Forum** - (PBSIS is a collaboration between the NJ DOE, Office of Special Education Programs and The Boggs Center, Rutgers Robert Wood Johnson Medical School, NJ PBSIS is funded through the IDEA 2004, Part B Funds). - This event is designed to enhance implementation of a tiered system of behavior intervention by offering an annual professional development opportunity to new and experienced implementers. Through presentations, a model implementation showcase, and networking opportunities with personnel from schools across the state, the NJ PBSIS Leadership Event supports coaches and team members to sustain implementation of a tiered intervention system by extending their knowledge, skills, and innovations. **Cost:** $14.50 per attendee for a total of $29.00	**$29.00**
Bernadette Gioia	July 25th-27th 8:30 am 3:00 pm	**Summer Courses 2016, *The Hochman Method*** - The Writing Revolution (TWR) brings proven strategies to schools that enable students to improve their writing skills, become better readers, speak more coherently, and elevate their critical thinking. - Instructional guidelines and specific techniques will be presented for developing sentences, outlines, paragraphs and compositions, and revising. - They train teachers and school leaders in an evidence-based model for teaching expository writing in all grade levels and subjects. - Educators are taught to embed the strategies into their curriculum. - This course is for Middle and High School - Location: 22 Cortlandt Street, New York City, NY 1007 **Cost:** $1,200	**$1,200**

Other Motions

5. Move that the Board of Trustees approve **2nd Reading BYLAWS** for FY2015-2016.

Motion: Robert Fink, Second: Edgardo Galleno, Roll Call: Eloisa Hernandez Yes, Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Noelia Colon Yes, Eleni Glykis Yes.

7. Move that the Board of Trustees approve a Professional Development for all instructional staff presented by Stella Pulo addressing accelerated literacy learning to take place on June 27, 2016 for a total not to exceed $4,000.00 of which $2,192.00 will be covered by Title 2 funding.

Motion: Robert Fink, Second: Edgardo Galleno, Roll Call: Eloisa Hernandez Yes, Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Noelia Colon Yes, Eleni Glykis Yes.

XVIII. PUBLIC COMMENT #2

None

XIX. EXECUTIVE SESSION

Public bodies may meet in closed session when the matters under discussion are: (1) Matters made confidential by state, federal law or rule by court. (2) Disclosure would result in an unwarranted invasion of individual privacy, unless the person affected consents in writing. (3) Disclosure would impair the body's right to receive federal or state funds. (4) Collective bargaining. (5) Lease or acquisition of property, setting of banking rates, investment of public funds if disclosure would harm the public interest. (6) Investigations into violations of law. (7) Strategies to protect public security. Pending, ongoing or anticipated litigation or contract negotiation, including attorney-client privilege. The threat of litigation must be more than theoretical for this exemption to apply. (8) Personnel matters affecting employees of the public bodies, unless all parties request or consent to a public hearing. Prior to discussion of personnel, affected employees must be given notice, known as a Rice notice, which gives the employee the right to request a public hearing. (9) Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.

Close Executive Session: 10:05 PM

Unanimous Vote: **Motion: Robert Fink, Second: Edgardo Galleno, Roll Call: Eloisa Hernandez Yes, Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Noelia Colon Yes, Eleni Glykis Yes.**

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Discuss: Personnel Matters
Attorney-client Privilege
Litigation – McAlick vs AUL
Facilities

Return from Executive Session:

XX. ADJOURNMENT