

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
JANUARY 31, 2018
6:30 PM**

I. CALL TO ORDER: 6:39 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 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

Robert Fink (President)	Present
Edgardo Galleno (Vice President)	Present
Claudine Bishop	Present
Hector Bonilla	Present
Michelle Roman	Present – Arrived 6:57 PM
Stephanie Valdiviezo	Present – Arrived 6:43 PM
Jesenia Vargas	Present

Additional attendees:

Nestor Collazo (Lead Person)	Present
Roberto Reyes (Principal)	Present
Shanesia Davis-Clyburn (Vice Principal)	Absent (Excused)
Jeannie Paz (Vice Principal)	Present
Patricia Bombelyn (Board Solicitor)	Present
Johnny Rosa (Board Secretary)	Present
Munira Jamali (Teacher Representative)	Present
Christopher Estevez (Student Representative)	Present

V. APPROVAL OF MINUTES

Move that the Board of Trustees approve the **Regular Board Meeting Minutes** dated December 20, 2017.

Motion: Jesenia Vargas, Second: Claudine Bishop, Roll Call: Robert Fink Yes, Edgardo Galleno Abstain, Claudine Bishop Yes, Hector Bonilla Yes, Jesenia Vargas Yes. (Michelle Roman and Stephanie Valdiviezo had not yet arrived for the meeting.)

VI. CORRESPONDENCE

None

VII. PRESENTATION

None

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VIII. PUBLIC COMMENT #1

Dr. Natasha James-Waldon , JRF Director of Educational Services, introduced herself to the Board members. Dr. James-Waldon oversees AUL's Step-Up Program.

Mr. Reinaldo Aviles, one of AUL's founding Board members, stated that he had to walk up steps in order to get to the Board meeting room. Mr. Aviles advised that he noticed the building does not have an elevator, nor is it handicap accessible. Mr. Aviles advised that all people must have accessibility according to the Open Public Meeting Act. Mr. Aviles suggested that the Board should consider changing where the Board meetings are held in order to comply with the law. Mr. Fink advised that this matter will be discussed further.

IX. COMMITTEE REPORTS

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

- **Academic Excellence Team**: Motions in agenda. Agenda Item #7 under Academic Excellence should be moved from Consent Agenda to Other Motions.
- **Human Resources and Recognition Team**: There are presently seven open positions including teachers for Physical Education, Computer Science, Science, French, and Math; a secretary; and a Certified School Nurse.
- **Finance and Facilities Planning Team**: Motions in agenda. The team acknowledges with thanks the work involved in obtaining a grant from Investors Bank. Facility discussion to follow in Executive Closed Session.
- **Executive Team**: There will be a policy packet update for 1st reading at next month's meeting. Committee chairs should add this update to their monthly agendas, as policies impact various committees.

X. LEAD PERSON'S REPORT

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

- Dr. Collazo advised that professional development opportunities continue for administration and teaching staff in order to improve the services offered to our students. In January, professional development workshops offered to AUL's teaching staff included topics on culturally responsive teaching, classroom management, project based learning and ongoing assessments, cooperative teaching for practical learning, and social-emotional development and educating the whole child.
- Pertaining to the discussion about students performing below grade level, Mr. Fink advised that there is software available that can measure the student's level. Dr.

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Collazo advised that AUL uses such a program called ALEKS. This program can be specifically tailored to the student and aid in closing the grade level gap. Mr. Fink also stated that some software programs are interactive with parents where they may view their child's progress. Dr. Collazo agreed that this would be an excellent opportunity to engage parents.

- Dr. Collazo advised that uniform infractions, electronic devices, and tardiness continue to be discipline challenges at AUL. Mr. Fink suggested administration ask their peers for suggestions and perhaps contacting the Charter School Association regarding these issues.
- Dr. Collazo noted that current student enrollment is 565 students. Dr. Collazo advised that there has been discussion about a more aggressive approach for enrollment, including a television commercial. Dr. Collazo stated that 7th and 8th grade enrollment has been more of a challenge than 9th grade. Mr. Bonilla suggested there should be future discussion to think about the 7th and 8th grades. Mr. Fink asked that the lottery results be added to the monthly report under its own heading.
- Regarding state testing, Dr. Collazo advised that the Guidance team is working with students to insure that they are meeting graduation requirements. Since the PARCC test is given on computers, Dr. Collazo would like to have two dry runs to see how the technology works in this test situation.
- Dr. Collazo advised that he had a meeting with Mr. Reyes and Dr. Perna to discuss potential grant opportunities and planning for the new Arts Integration program and PNC Grant.
- There was also a meeting during the month of January with Harold Lee and Rick Pressler to discuss the charter renewal process.
- Dr. Collazo noted that he also met with Dr. Ivonne Diaz-Claiss, the Director of HISPA, regarding grant opportunities.
- Dr. Collazo, Mr. Reyes, and Dr. Perna met with Neal Godfrey for a planning meeting on the PNC Financial Literacy Project.
- Dr. Collazo attended the Middlesex County Superintendent's Roundtable meeting where concerns of the PARCC test were discussed.
- Dr. Collazo provided a report from the Guidance team showing college acceptances and scholarships that have been offered to our seniors. The Guidance department has been working with all seniors to apply to a college.
- Mr. Bonilla inquired if anything has been planned in February for Black History month. Ms. Paz explained that students in the 7th and 8th grade will be introduced to a Black History hero each day. These people will be ones that are not often spoken about. The

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students will also be viewing videos and participating in an academic competition. Also, the 7th and 8th grade students will be taking separate trips to see the new movie Black Panther. Ms. Paz also advised that at the end of February Dominican Independence, a celebrating of culture, will be incorporated into Black History month. For the upper grades, Mr. Reyes advised that plans for Black History month are being discussed in Social Studies PLC's. Further information will be forthcoming. Mr. Fink mentioned the presentation by Ms. Hargrave's great-aunt. This presentation is on video and should be shared with the students as well.

XI. STUDENT REPRESENTATIVE'S REPORT

Christopher Estevez, 9th grade student at AUL, is the student representative.

Mr. Estevez explained that students are in the process of taking midterm exams and school is going well. Mr. Estevez stated that he is happy to be at AUL and likes his teachers. Mr. Fink told Mr. Estevez that if something is not right, please bring it to the attention of the Board.

XII. PARENT REPRESENTATIVE'S REPORT

None

XIII. TEACHER REPRESENTATIVE'S REPORT

Ms. Munira Jamali, Math teacher at AUL, is the teacher representative.

Ms. Jamali advised that a concern was shared with administration and is in the process of being resolved.

XIV. BOARD PRESIDENT'S REPORT

Robert Fink, President of the Board, will give his report.

- Regarding the 5 year Strategic Plan, Mr. Fink advised that the committee consists of Board members Hector Bonilla, Edgardo Galleno, and Robert Fink. Mr. Fink stated that it is necessary to obtain input from all teams. There will be a form to fill out and this should also be added to each team's agenda for February. The 5 year Strategic Plan should be approved at the April or May Board meeting. Mr. Fink advised that there should be a Board retreat to go over the Strategic Plan with a cross section of our community, including administration, students, and parents.
- Mr. Fink advised that scheduled recruitment sit downs will be planned with a few interested candidates to become Board members.
- Good is not good enough – Mr. Fink advised that we constantly need to move the goal post. It is necessary to innovate, evaluate and re-evaluate on an annual basis. On the

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State Report Card, Perth Amboy High School received an 11th percentile and AUL received a 30th percentile. There is need for improvement. Dr. Collazo advised that one particular area needing improvement is Algebra I.

XV. OLD BUSINESS

None

The Lead Person recommends the following items for approval:

XVI. MOTIONS – Consent Agenda

Academic Excellence Motion #7 to be moved to Other Motions

Motion Items #1-6 under Academic Excellence; Motion #1 under Human Resources and Recognition; Motion Items #1-10 under Finance and Facility Planning.

Motion: Edgardo Galleno, Second: Hector Bonilla, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.

Academic Excellence

1. Move that the Board of Trustees approve the Professional Development for Kristen Yorkanis and Abraham Williams to attend the PARCC training on March 5, 2018 for an amount not to exceed \$50. (11-000-223-500-000-066)
2. Move that the Board of Trustees approve the Professional Development for Luisanny Ortiz and Shaheda Hall to attend “Organizing Your AP Exam: A Workshop for AP Coordinators” on March 7, 2018 for an amount not to exceed \$100. (11-000-223-500-000-066)
3. Move that the Board of Trustees approve the Professional Development for the teaching staff to participate in a CPR training on February 7, 2018 for an amount not to exceed \$1,400. (11-000-223-500-000-066)
4. Move that the Board of Trustees approve the Revised Calendar for the 2017 – 2018 school year.
5. Move that the Board of Trustees approve the National Training Network, Inc. to perform professional development and coaching for 4 days at an amount not to exceed \$7,200. (11-000-223-500-000-066)
6. Move that the Board of Trustees approve the National Training Network, Inc. to perform professional development and coaching to the Middle and High School Math Teachers

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for 15 days in an amount not to exceed \$27,000. (Paid through Title II funds, 20-270-100-300-000-096)

Human Resources and Recognition

1. Move that the Board of Trustees approve the following appointments:
 - a. Joseph Kotulak for a 10 month position as a Middle School Math Teacher with a salary of \$53,000 pro rated to such a date as to when Mr. Kotulak current employment with another employer ceases and his work at AUL commences. (11-130-100-101-000-043) (Pending satisfying the requirements of the New Jersey Criminal History Background Check). Standard Teacher of Mathematics Certification. (New Position)

Finance and Facility Planning

1. Move that the Board of Trustees approve Fund 10 General Warrants List for December 21, 2017 – January 22, 2018 in the amount of \$117,288.67.
2. Move that the Board of Trustees approve Fund 10 General Warrants List for January 23, 2018 – January 30, 2018 in the amount of \$373,208.11.
3. Move that the Board of Trustees approve Fund 10 General Warrants List for January 31, 2018 in the amount of \$90,528.34.
4. Move that the Board of Trustees approve the Payroll Report for December 22, 2017 for \$236,645.02.
5. Move that the Board of Trustees approve the Payroll Report for January 12, 2018 for \$248,793.49.
6. Move that the Board of Trustees approve the Revised 108 Line Budget for the 2017 – 2018 school year.
7. Move that the Board of Trustees approve the payment to Sodexo for October 2017 (\$24,256.49) and November 2017 (\$12,539.79) for a total of \$36,796.28.
8. Move that the Board of Trustees accept the Treasurer's Report for December, 2017.
9. Move that the Board of Trustees approve the Monthly certification of Financial Status: Pursuant to NJAC 6:23-2.11(a)4, the members of the Academy for Urban Leadership Board of Trustees certify as of December 31, 2017 after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(a)3 and that sufficient funds are available for the remainder of the fiscal school year FY 2017-2018.

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10. Move that the Board of Trustees approve the Investor's Bank Grant in the amount of \$10,000.

Executive Team

Other Motions

1. Move that the Board of Trustees empower the Academic Excellence Committee to review and approve the following grants for submission:
- a. Title I Arts Integration Grant (Year 2) - \$75,000
 - b. Environmental Protection Agency Grant - \$100,000

Motion: Edgardo Galleno, Second: Claudine Bishop, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.

Move that the Board of Trustees empower the Finance and Facility Planning Committee to review and approve the following grants for submission:

- c. CDBG Grant - \$50,000

Motion: Edgardo Galleno, Second: Hector Bonilla, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.

2. Move that the Board of Trustees amend the cost to the previous approved professional development for Lisa Freitas motioned on November 29, 2017 to \$170.00 from \$105.00.
Motion: Edgardo Galleno, Second: Hector Bonilla, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.
3. Move that the Board of Trustees empower the Finance and Facility Planning Committee to review and approve the proposal from El Associates for plans, construction oversight, and bid specs for 299 Barclay Street.
Motion: Edgardo Galleno, Second: Claudine Bishop, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.
4. Move that the Board of Trustees approve the Credit Recovery Initiative as per the attached proposal for an amount not to exceed \$34,840.00. (11-140-100-101-001-043)

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Motion: Hector Bonilla, **Second:** Jesenia Vargas, **Roll Call:** Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.

5. Originally Academic Excellence Motion #7

Move that the Board of Trustees approve the following field trip for the 2017 – 2018 school year:

<u>Faculty</u>	<u>Date</u>	<u>Location</u>	<u>Time</u>	<u>Transportation Cost</u>	<u>Entry Cost</u>	<u>Total Cost</u>
Krystal Hargrave	May 19-20 2018	Pine Forest Camp Greeley 195 Pine Forest Road Greeley, PA 18425	7:30am – 3:00pm	\$1,970	65 Students And 7 Chaperones (Paid thru Student Activity)	\$1,970

TABLED

XVII. NEW BUSINESS

None

XVIII. PUBLIC COMMENT #2

Board President invites members of the public to present any additional comments to the Board.

Mr. Reinaldo Aviles stated that he has two concerns as a founding Board member and as a citizen. Mr. Aviles asked if after Executive Closed Session the Board would be coming back to vote on any motions. Mr. Fink advised that there would be no further vote taken this evening. Mr. Aviles noted that if any action was to be taken it must be clearly stated per the Open Public Meetings Act. Also according to the Open Public Meetings Act, upon the Board going into Executive Closed Session, the items to be discussed must be identified. Mr. Aviles also questioned if the four AUL academies were ever implemented. Mr. Aviles asked if the academies were not yet implemented, is there a plan in place, since it is crucial for AUL's renewal. Mr. Fink advised that the student's elective courses feed into the academies. There was a proposal developed by Ms. Davis and it was Board approved in 2016 relating to advanced tracks within the existing academies.

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Eloisa Hernandez-Ramos, parent of an AUL student, advised that she works for a child advocacy organization. Regarding the school report card, Ms. Hernandez-Ramos stated that AUL needs to ask, where can we improve and how can we do it better? Ms. Hernandez-Ramos suggested having an Open House and inviting AUL alumni to speak with AUL's students. Ms. Hernandez-Ramos noted that it would be interesting to learn from alumni if programs which had been offered by AUL such as the Upward Bound Program and the Boys and Girls Club helped them after graduation. Ms. Hernandez-Ramos mentioned that these programs are no longer available to the current students. Pertaining to the academies, Ms. Hernandez-Ramos stated that there are tracks, not academies for the students. She stated that it has almost been ten years and there is no excuse that the academies have not been implemented. Lastly, Ms. Hernandez-Ramos stated that the school report card showed AUL having a high percentage of chronic absenteeism which should be included on the monthly report.

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: 9:23 PM

Unanimous Vote: Motion: Edgardo Galleno, Second: Hector Bonilla, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.

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Discuss: Potential Lease/Acquisition of Property
Collective Bargaining
Lead Person Contract Renewal
Attorney-client Privilege – Threatened Litigation Lopac vs. AUL

Return from Executive Session: 10:32 PM

Unanimous Vote: Motion: Edgardo Galleno, Second: Michelle Roman, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.

XX. ADJOURNMENT 10:33 PM

Motion: Edgardo Galleno, Second: Jesenia Vargas, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.