

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

I. CALL TO ORDER: 6:41 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.

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

IV. ROLL CALL

Board Members

Robert Fink (President)	Present
Edgardo Galleno (Vice President)	Absent
Claudine Bishop	Present – Left at 11:15 PM
Hector Bonilla	Present
Michelle Roman	Present
Stephanie Valdiviezo	Present
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)	Absent (Excused)
Patricia Bombelyn (Board Solicitor)	Present
Johnny Rosa (Board Secretary)	Present
James Ennis (Teacher Representative)	Present
Johanna Rodriguez (Parent Representative)	Present
Victoria Vargas (Student Representative)	Present
Cassandra Rizkallah (Student Representative)	Present

V. APPROVAL OF MINUTES

Move that the Board of Trustees approve the **Regular Board Minutes** dated March 28, 2018.

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

VI. CORRESPONDENCE

None

VII. PRESENTATION

Choir Presentation lead by Choir Director Christine Dorantes. Choir performed the National Anthem and Imagine by John Lennon.

ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM

VIII. PUBLIC COMMENT

Board President invites member of the public to present any comments to the Board.

Ms. Damaris Isales, parent of a 7th grade student, reminded Board members that her daughter is a child actor. Ms. Isales advised that many child actors complete their studies online. Ms. Isales noted that upon speaking with the State, she learned that they have no involvement in this process. It would be necessary for Ms. Isales to contact the County which will be her next step. Ms. Isales stated that there are not enough Latino actors in films. Their talent should be branching out now and not having to wait until they finish high school.

Brian Luna, Co-President of AUL's prom committee, read a prepared early dismissal proposal to the Board members. Mr. Fink asked if this proposal had been discussed with administration. Brian Luna advised that they had met with Mr. Reyes about a month ago and the early dismissal was denied. Mr. Reyes noted that he had been asked if an early dismissal was possible and noted that he had not met with the prom committee nor had seen this proposal. Mr. Fink advised that administration needs to discuss this matter further and there will be a Special Board meeting on May 9, 2018.

Ms. Eloisa Hernandez, parent of an AUL student, wanted to know why a planned music trip to see a choir in Princeton, New Jersey was cancelled. Ms. Hernandez stated that she had also heard that a ninth grade trip was not approved. Ms. Hernandez stated that it is necessary to make an effort for these kind of trips to happen, as it helps student development and builds confidence. Ms. Hernandez noted that students do not only learn in four walls, it is necessary to branch out. Mr. Fink noted that the Board of Trustees must approve all trips and the date of the trip. Regarding the music trip, Mr. Fink advised that the Board was not able to convene in a timely manner to change the date and the Executive Committee could not overturn what the Board members had already voted on. Ms. Dorantes advised that the change of the music trip date had been emailed to Mr. Vargas, Ms. Casabona and administration. Dr. Collazo respectfully pointed out to Ms. Dorantes that there is a process to be followed for such requests. Mr. Fink also noted that the ninth grade trip did not take place due to budgetary considerations.

Regarding the lunch situation, Ms. Hernandez advised that the Board had reconsidered the lunch provider about two years ago. Ms. Hernandez stated that this is way too long to respond to this problem involving the needs of our students. AUL students mentioned that the chicken patties and hamburgers are pink inside. Instead of eating a healthy lunch, students stated that

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

they will eat chips and donuts. Mr. Fink stated that a RFP for a food service management provider is moving forward. Mr. Fink requested Mr. Rosa reach out again to the food service provider with these concerns.

Mr. James Ennis, Social Studies teacher at AUL, advised that he is also a chef. Mr. Ennis stated that it is necessary to question the food service provider about the receiving of the prepackaged food. It is necessary to find out in the chain where the problem is happening.

Mr. Reinado Aviles, former AUL Board member, stated that he did not appreciate the manner in which Dr. Collazo admonished Ms. Dorantes in front of her students. Mr. Fink advised that the matter regarding the choir trip will be investigated further.

The Co-Presidents of AUL's choir read a prepared statement to the Board members. From a student's perspective, they feel that the choir is being provided with the bare minimum. Besides the music trip being cancelled, the proposed choir attire was also denied. However, sports teams receive uniforms each year. The students ask for consideration in order for the choir to grow.

Ms. Christine Dorantes, Music teacher and Choir Director at AUL, stated that she is very proud of her students and acknowledged the support of administration. Ms. Dorantes stated that the lack of procedure at AUL causes the students to suffer. Ms. Dorantes noted that the events at which the choir performs is a way of promoting the Academy for Urban Leadership Charter School. Ms. Dorantes stated that she hopes there is consideration in getting choir attire next year. Ms. Dorantes also stated that the arts should be included as an academy.

Mr. Fink advised that there should be a way to find funding for the choir attire. Mr. Fink noted that the Board of Trustees can use feedback received and be able to change procedures. For example, if there is a date change for a trip, it will be mentioned in the motion. Mr. Fink advised that this is being put into practice immediately in the agenda this evening.

Ms. Eloisa Hernandez advised at the last PTO meeting there was discussion about technology difficulties relating to preparation for the PARCC test and she expressed her concern. Also, another concern of parents is that they feel that Perth Amboy High School students are more prepared than AUL students. Ms. Hernandez stated that there is a need to do more for our students. Dr. Collazo suggested developing an academic performance team to promote constructive discussions between administration and students. Mr. Bonilla reminded those in attendance of the recent letter received from The College of New Jersey and the recognition

ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM

given to AUL alumni. An AUL student suggested there should be more college trips or college fairs available for student participation.

Mr. Reinado Aviles noted that some programs which were available to AUL alumni do not exist anymore for the current students.

As a teacher's perspective, Ms. Christine Dorantes, stated that the guidance counselors are handling two jobs – testing and their guidance duties.

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.
- **Human Resources and Recognition Team:** There are currently thirteen open positions.
- **Finance and Facilities Planning Team:** Motions in agenda.
- **Executive Team:** Items will be mentioned during the Board President's Report.

X. LEAD PERSON'S REPORT

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

- Dr. Collazo advised that Comcast Cares Day/HISPA Volunteer Mentoring Day on April 17, 2018 was very successful. These volunteers sat down with the ninth grade students. Mr. Fink mentioned how engaged the students were and would like to see it expand to other grades.
- Dr. Collazo spoke on the importance of curriculum and how it guides our instruction and academic performance. Mr. Fink mentioned that approval of curriculum writing for the arts is on the agenda this evening.
- Dr. Collazo stated that he has a meeting scheduled next week with Mr. Harold Lee from the New Jersey Charter School Association. AUL's renewal process will be discussed. Dr. Collazo spoke about the progression of our curriculum, assessments, student performance, and the importance of closing the achievement gaps. Dr. Collazo advised he would like Mr. Lee to observe a calculus class and a support class. Dr. Collazo noted that in the renewal process the State will want to know what we are doing to help faculty in preparing lesson plans, student engagement, and professional development. Dr. Collazo stated that we are here to help each other.
- Mr. Bonilla noted the decrease of student infractions over the last few months. Mr. Reyes advised that he had met with the senior class and challenged them to lead. Mr.

ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM

Reyes mentioned that the senior class is a very powerful group of students and the influence that they have in the school. Mr. Reyes stated that these seniors will continue to make us proud.

- Mr. Fink noted the impressive list of college acceptances and scholarships for the Class of 2018. Mrs. Bishop asked about the fourteen students that had not yet applied to a college. Mr. Reyes advised that meetings are being set up with these students' parents.

XI. STUDENT REPRESENTATIVE'S REPORT

Ms. Victoria Vargas, a junior at AUL, is the student representative.

Ms. Vargas stated that she is a part of the Student Government which involves student leadership. Mr. Fink asked Ms. Vargas how the Board can help the students. Ms. Vargas stated that students need support in school as well as in the community, since there is a lack of events. Mr. Fink suggested having a monthly leadership meeting with all grades. Mrs. Bishop suggested Student Government work with the PTO on fund raising ideas. Mr. Fink advised that the students should reach out to Applebee's to sponsor a fund raiser and this would also be an excellent opportunity for AUL to be represented.

XII. PARENT REPRESENTATIVE'S REPORT

Ms. Johanna Rodriguez is the parent representative.

Ms. Rodriguez advised that there are two PTO's – one for the middle school and one for the high school. Since a minimal amount of parents come to the PTO meetings, Ms. Rodriguez believes that the PTO's would work better if they were combined. Ms. Rodriguez advised that it is necessary for the parent coordinator to advise parents when the PTO meetings are being held. It is very disappointing when only six parents attend a PTO meeting. Ms. Rodriguez advised that the PTO will be giving a donation to help a few students with their prom tickets. Ms. Rodriguez noted that the next PTO meeting will be held at AUL's main campus on Tuesday, May 8, 2018.

Ms. Rodriguez advised that parents are concerned with the amount of substitute teachers in the classrooms. There is a need for permanent teachers.

Ms. Rodriguez asked about the progress of the new facility. Mr. Fink advised that there is action on the agenda this evening. AUL has already gone out to bid for the work needed to be done at the facility. Mr. Fink noted that technology is already in place at the new facility, as well as work completed on the flooring and painting of rooms.

XIII. TEACHER REPRESENTATIVE'S REPORT

Mr. James Ennis, Social Studies teacher at AUL, is the teacher representative.

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

Since returning from spring break, Mr. Ennis advised that it has been very busy. SGO's were due to administration and PARCC testing has begun. Mr. Ennis advised that computer carts were in each classroom for PARCC testing and the testing process went very well. Mr. Ennis advised that technology and guidance went above and beyond in preparing for the PARCC testing. Mr. Ennis mentioned that students were focused on the test. Middle school students tested last week.

XIV. BOARD PRESIDENT'S REPORT

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

- Charter Renewal – Mr. Fink advised that Harold Lee will be helping AUL with the renewal process. Mr. Lee had been employed by the State of New Jersey as the head of the charter school office. Mr. Lee is knowledgeable as to what the state will be looking for in the renewal process.
- Lead Person Search Process – Mr. Fink noted that Dr. Collazo will be retiring at the end of June. Mr. Fink expressed his thanks to Dr. Collazo for all that he has done for AUL, with a formal expression of gratitude forthcoming. Mr. Fink advised that Dr. Collazo will be a part of the search process. Mr. Fink advised that the resumes received for the position will be scored and then there will be a first round of interviews. The second round of interviews will include involvement by stakeholders.
- Graduation Venue RVCC on June 28th – Mr. Fink advised that the high school graduation will take place on June 28, 2018 at Raritan Valley Community College. It is a larger venue than previous years. Mr. Fink stated that it will be determined if the graduation ceremony can be skyped for those that cannot attend.
- Good is not Good Enough – Mr. Fink stated that we must continue to improve. By learning from mistakes, we become better.

XV. OLD BUSINESS

None

XVI. MOTIONS – Consent Agenda

Motion Items #1-2 under Academic Excellence; Motion Items #1-2 under Human Resources and Recognition; Motion Items #1-13 under Finance and Facility Planning.

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

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

Academic Excellence

1. Move that the Board of Trustees approve the Professional Development for Jacklyn Edwers to attend the "Youth Suicide Prevention" workshop on April 30, 2018 for an amount not to exceed \$50. *In the event a change of date should occur and provided that only the date is changed, the administration can approve the date change after informing the Executive Committee.* (11-000-223-500-000-066)
2. Move that the Board of Trustees approve the following curriculum writing assignments for the 2018 – 2019 school year for an amount not to exceed \$4,800:
 - a. Concert Choir
 - b. Mixed Choir
 - c. Treble Choir
 - d. Diversity and Culture Traditions in Latin America (in Spanish)
 - e. Latin American Film (in Spanish)
 - f. Art in Latin America (in Spanish)

Human Resources and Recognition

1. Move that the Board of Trustees approve the following appointments for the 2017 – 2018 school year:
 - a. Elvira Camacho for a 12 month position as a Part-Time Custodian at \$15/hour effective April 26, 2018. (11-000-262-100-000-066) (Replacing Bonilla)
2. Move that the Board of Trustees approve the following Job Descriptions:
 - a. Human Resources Administrative Assistant
 - b. Food Service Worker (After School Meal Program)
 - c. Food Service Coordinator (After School Meal Program)

Finance and Facility Planning

1. Move that the Board of Trustees approve Fund 10 General Warrants List for March 29, 2018 – April 16, 2018 in the amount of \$46,417.87.
2. Move that the Board of Trustees approve Fund 10 General Warrants List for April 17, 2018 – April 24, 2018 in the amount of \$108,820.61.
3. Move that the Board of Trustees approve Fund 10 General Warrants List for April 25, 2018 in an amount of \$57,519.09.
4. Move that the Board of Trustees approve the Payroll Report for March 30 2018 for \$254,546.17.
5. Move that the Board of Trustees approve the Payroll Report for April 13, 2018 for \$250,833.29.

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

6. Move that the Board of Trustees empower the Executive Committee to review and approve for submission the Community Eligibility Provision (CEP) program for the 2018 – 2019 school year.
7. Move that the Board of Trustees amend the payment to Lindabury, McCormick, Estabrook & Cooper Attorney at Law for an additional \$3,814.00. (11-000-230-331-000-055)
8. Move that the Board of Trustees approve the payment to Sodexo for February, 2018 for an amount not to exceed \$13,741.89. (60-910-310-500-000-000)
9. Move that the Board of Trustees accept the Treasurer’s Report for March, 2018.
10. 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 March 31, 2018 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.
11. Move that the Board of Trustees approve a Substitute Staffing Service Request for Proposal (RFP) for the 2018 – 2019 school year.
12. Move that the Board of Trustees approve a Food Service Company Request for Proposal (RFP) for the 2018 – 2019 school year.
13. Move that the Board of Trustees approve the purchase of dinner tables for the purpose of school lunch for an amount not to exceed \$12,000. (60-910-310-600-000-000)

Executive Team

Other Motions

1. Move that the Board of Trustees approve the Professional Development for Shanesia Davis to attend the “Middlesex County Police Training Center” workshop on May 18, 2018 at no cost to the BOT. *In the event a change of date should occur and provided that only the date is change, the administration can approve the date change after informing the Executive Committee.*

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

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

2. Move that the Board of Trustees approve the additional payment of \$1,420 to El Associates for the re-bid preparations of 295 Barclay Street.

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

XVII. NEW BUSINESS

None

XVIII. PUBLIC COMMENT #2

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

Dr. Natasha James-Waldon, JRF Director of Educational Services, advised that JRF may be able to help AUL students in two ways; planning college trips and fairs and helping students reach their community requirements. Dr. James-Waldon advised that the Step-Up Program needs a Public Donor agreement listing the available space. Mr. Fink stated that AUL would like to continue the program and a space in the new facility has already been identified for the Step-Up Program.

Ms. Eloisa Hernandez questioned the gas leaks causing the main campus to be evacuated and if a fire evacuation plan is available to faculty and students. Ms. Hernandez advised that Governor Murphy just signed into law that financial aid be available for DACA students. Ms. Hernandez stated that it is necessary for AUL to deal with teacher retention. Regarding the charter renewal process, Ms. Hernandez stated that the development of a strategic plan is necessary, as well as community involvement.

Mr. Bonilla congratulated AUL alum, Joshua Bishop-Mbachu, on receiving the Black Excellence Leadership and Catalyst of Change award from Montclair State University.

Mr. Reinaldo Aviles advised that he has met with teachers from AUL. Mr. Aviles noted that the teacher retention rate is very low. Mr. Aviles advised that he has conducted ten exit interviews on his own and the reasons have varied on why the teachers have left. Mr. Aviles advised that teacher morale must be addressed. Mr. Aviles stated that there are long term teacher substitutes that are uncertified. Mr. Aviles asked if the Barclay facility would be ready for September. Mr. Fink advised that there is an anticipated opening of the Barclay facility for September. Mr. Aviles questioned the transparency of the search for the new lead

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM**

administrator and about community involvement in the process. Mr. Aviles advised that the former Board members will not be ready to meet with the Board of Trustees in May, so they would like to meet in June instead.

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

**Discuss: Attorney-client Privilege – Item #7 (Pending litigation, Lopac vs. AUL,
Contract Negotiations)
Finance/Facilities – Item #5 (Potential Lease or Purchase of Property)
Personnel – Item #8**

Return from Executive Session: 11:09 PM

ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM

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

Other Motions

3. Move that the Board of Trustees approve the following resignations:

- a. Stephanie Valenti, English Teacher, effective April 18, 2018.

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

- b. Michael Bernardi, English Teacher, effective April 25, 2018.

Motion: Hector Bonilla, Second: Michelle Roman, Roll Call: Robert Fink Yes, Claudine Bishop Abstain, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas No.

Back to Close Executive Session: 11:14 PM

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

Discuss: Attorney-client Privilege

Return from Executive Session: 11:32 PM

Unanimous Vote: Hector Bonilla, Second: Michelle Roman, Roll Call: Robert Fink Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes. (Claudine Bishop had left the meeting)

Other Motions

4. Move that the Board of Trustees engage Genova Burns, Attorneys-At-Law, for professional services as the new labor counsel at a rate of \$225 for partner and counsel, \$195 for associates, and \$125 for law clerks/paralegals.

ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
APRIL 25, 2018
6:30 PM

Motion: Hector Bonilla, Second: Jesenia Vargas, Roll Call: Robert Fink Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.
(Claudine Bishop had left the meeting)

XX. ADJOURNMENT 11:35 PM

Motion: Michelle Roman, Second: Jesenia Vargas, Roll Call: Robert Fink Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes. (Claudine Bishop had left the meeting)