

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
JULY 26, 2017
6:30 PM**

I. CALL TO ORDER: 6:50 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
Sylvia Leon (Secretary)	Present
Claudine Bishop	Present
Hector Bonilla	Absent (Excused)
Eleni Glykis	Absent
Michelle Roman	Present
Stephanie Valdiviezo	Present
Jesenia Vargas	Absent (Excused)

Additional attendees:

Nestor Collazo (Lead Person)	Present
Roberto Reyes (Principal)	Absent
Shanesia Davis-Clyburn (Vice Principal)	Present
Patricia Bombelyn (Board Solicitor)	Present – Arrived at 6:55 PM
Johnny Rosa (Board Secretary)	Present
Munira Jamali (Teacher Representative)	Present
Johanna Rodriguez (Parent Representative)	Absent

V. APPROVAL OF MINUTES

Move that the Board of Trustees approve the **Regular Board Minutes** dated **June 28, 2017**.
Motion: Sylvia Leon, **Second:** Michelle Roman, **Roll Call:** Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

VI. CORRESPONDENCE

None

VII. PRESENTATION

None

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VIII. PUBLIC COMMENT #1

None

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. The team has discussed a Memorandum of Understanding with the Jewish Renaissance Foundation regarding the Youth Entrepreneurship Program (YEP)
- **Human Resources and Recognition Team**: There are several recommendations for new hires on the agenda. There are still more positions to fill.
- **Finance and Facilities Planning Team**: Motions in agenda. It was noted that Motion #8 certifies that no account has been over- expended and Motion #9 shows that the surplus dollar transfer is only a \$50,000 difference from last year. A facility discussion will take place in Executive Close Session.
- **Executive Team**: The strategic plan for the next five years is forthcoming. A Board retreat will be scheduled to discuss this strategic plan.

X. LEAD PERSON'S REPORT

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

- Dr. Collazo offered congratulations to Ms. Jamali, AUL Math teacher, on her AP Calculus student that scored a 4 on the AP exam. Dr. Collazo advised that many of the other AP Calculus students that took the AP exam scored a 3, showing that this program is headed in the right direction.
- Ms. Parmar, AUL ESL teacher, attended a professional development course which enables her to train other teachers in Bilingual support. This training will offer our Bilingual population additional opportunities to succeed.
- Dr. Collazo advised that Ms. Davis will be attending an AP Conference starting tomorrow, July 27, 2017. With the support of administration, AUL has plans to improve the AP program. In many instances, the level of rigor of the AP course is harder than a first year college course.
- Dr. Collazo advised that he attended a pre-college presentation at New Jersey Institute of Technology. Dr. Collazo stated that the pre-college programs offered by NJIT would be beneficial to our students. Presently, this program is 3500 students strong and offers professional development to teachers as well. Dr. Collazo advised that it may also be possible to use Title II funding for this program. Dr. Collazo would like to have Mr. Reyes

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and Ms. Davis contact NJIT for further discussion. Dr. Collazo also advised that the labs at NJIT would be a wonderful opportunity for our Physics students.

- Dr. Collazo advised that he will be meeting next week with Rutgers University.
- Dr. Collazo noted that the summer program has begun for credit recovery/remediation courses, accelerated courses, and AP courses.
- Dr. Collazo advised that AUL received a monitoring site visit from NJDOE representatives relating to the Arts Integration Project. The State representatives were interested in learning about student engagement in this project, faculty lessons and faculty data. They held individual debriefing meetings with students, parents, administration, and faculty. Dr. Collazo advised that AUL has done very well with this project and the State representatives are looking at AUL as a model. The State is asking that AUL apply again for this grant.
- Mr. Galleno asked Dr. Collazo about student enrollment for the new school year. Dr. Collazo advised that it is necessary for AUL to get out and knock on doors in the community. Dr. Collazo stated that parents will not hand in the necessary paperwork, but the student will show up on the first day of classes. Dr. Collazo noted that “enrolled” means that the student packet is complete. Some parents still need to furnish some documentation. Mr. Galleno suggested offering an evening session or a weekend session for parents to submit the packet. Mr. Fink stated that the most complex thing for the parent to do is to obtain the transfer card. Relating to enrollment, Dr. Collazo advised that a team is needed, not just an individual.

XI. STUDENT REPRESENTATIVE’S REPORT

None

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 the faculty is waiting for the school calendar for FY2017-2018.
- Regarding the SAT test, Ms. Jamali advised that she is very proud that one student was just 10 points away from getting a score of 1400.

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XIV. BOARD PRESIDENT'S REPORT

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

- Mr. Fink advised that the committee system is essential, as it keeps the work flowing. Committee member input is invaluable, especially with Human Resources and Academic Excellence. If the time of the team meeting is not conducive to the member's schedule, please reach out to the chairperson of the committee.
- Regarding personnel hires, Mr. Fink advised that Board ethics requires members to excuse themselves, for example, if their best friend is applying for a position. The Board members excusal would eliminate future potential conflicts.
- Mr. Fink advised that there are two At-Large seats open on the Board. There can be a total of 11 Board members. Ideally, it would be nice to have these seats filled by the next Board meeting.

XV. OLD BUSINESS

None

The Lead Person recommends the following items for approval:

XVI. MOTIONS – Consent Agenda

Motion Items #1-2 under Academic Excellence; Motion Items #1-2 under Human Resources and Recognition; Motion Items #1-16 under Finance and Facility Planning

Motion: Sylvia Leon, Second: Michelle Roman, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Abstain, Michelle Roman Yes, Stephanie Valdiviezo Yes.

Academic Excellence

1. Move that the Board of Trustees approve all teachers to be eligible to fulfill the following Curriculum Writing assignments in an amount not to exceed \$24,000 (11-000-221-104-000-043).
 - a. Middle School Spanish
 - b. Spanish 3 and 4
 - c. High School: French 3
 - d. High School: ESL I, II, III, & IV
 - e. Rutgers Anatomy and Med Term Curricula
 - f. 7th Grade Art

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- g. Art I
 - h. Art 2
 - i. World History
 - j. Human Rights and Genocide/Geography
 - k. AA Intro to Ed
 - l. Intro to Ed General
 - m. Band
 - n. Music I
 - o. Chorus Audition
 - p. Piano Lab
 - q. Middle School Music
 - r. Calc BC
 - s. AP English
 - t. Spanish I
 - u. High School French 2
 - v. PE 9
 - w. Environmental
 - x. Geometry
 - y. Mathematics for Money
 - z. 8th Grade Art
 - aa. Studio Art
 - bb. US History 2
 - cc. Applications 9 English
 - dd. SAT Prep English and Math
2. Move that the Board of Trustees approve the Professional Development “PICCS/NTN Math Teacher Institute” for Nina Kofonow and Munira Jamali from August 15, 2017 – August 17, 2017 with reimbursement amount not to exceed \$1,878 (\$313/day/person). (11-000-223-500-000-046)

Human Resources and Recognition

1. Move that the Board of Trustees approve the appointment of the following staff members for the 2017-2018 school year:
 - a. Stephanie Rojas for a 12 month position as a Security Guard with a salary of \$36,000 pro rated from August 15, 2017. (11-000-266-100-000-066) *(Pending satisfying the requirements of the New Jersey Criminal History Background Check).*

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- b. Derrick Eatman for a 12 month position as a Security Guard with a salary of \$36,000 pro rated from august 15, 2017. (11-000-266-100-000-066) *(Pending satisfying the requirements of the New Jersey Criminal History Background Check).*
 - c. Christopher Mell for a 10 month position as a Science Teacher for the 7th Grade with a salary of \$63,000 pro-rated to such a date as to when Mr. Mell's 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).*
 - d. Vanessa Piper for a 10 month position as a Language Arts Teacher for the 8th Grade with a salary of \$62,000 pro-rated to such a date as to when Ms. Piper's current employment with another employer ceases and her work at AUL commences. (11-130-100-101-000-043) *(Pending satisfying the requirements of the New Jersey Criminal History Background Check).*
 - e. Stephanie Valenti for a 10 month position as a Language Arts Teacher for the 8th Grade with a salary of \$52,000 pro-rated to such a date as to when Ms. Valenti's current employment with another employer ceases and her work at AUL commences. (11-130-100-101-000-043) *(Pending satisfying the requirements of the New Jersey Criminal History Background Check).*
 - f. Earl Allbrook for a 10 month position as a Physical Education Teacher for the 8th Grade with a salary of \$62,000 pro-rated to such a date as to when Mr. Allbrook's 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).*
2. Move that the Board of Trustees approve the salary increase for Evelyn Santiago, Lunch Aide, to \$14 per hour.

Finance and Facility Planning

- 1. Move that the Board of Trustees approve Fund 10 General Warrants List for July 1, 2017 – July 17, 2017 in the amount of **\$71,170.98.**
- 2. Move that the Board of Trustees approve Fund 10 General Warrants List for June 29, 2017 – June 30, 2017 in the amount of **\$115,388.16.**
- 3. Move that the Board of Trustees approve Fund 10 General Warrants List for July 18, 2017 – July 25, 2017 for **\$38,695.28.**
- 4. Move that the Board of Trustees approve Fund 10 General Warrants List for July 26, 2017 for **\$1,250.**

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5. Move that the Board of Trustees approve the Payroll Report for June 30, 2017 for **\$287,197.17**.
6. Move that the Board of Trustees approve the Payroll Report for July 15, 2017 for **\$55,909.64**.
7. Move that the Board of Trustees accept the Treasurer's Report for June 2017.
8. 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 June 30, 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 2016-2017.
9. Move that the Board of Trustees approve the transfer from Fund Balance for construction in an amount not to exceed \$300,000 to 12-000-400-450-000-080.
10. Move that the Board of Trustees approve the attached technology purchases (staff laptops, student Chromebooks (100 new for incoming students and 100 for transitioning), Notification System, and Blackboard Mass Notification System) in an amount not to exceed \$156,295.75.
11. Move that the Board of Trustees approve the payment of \$55,655.48 as the Architect's Certificate for Payment amount to Falak Construction Inc. (12-000-400-450-000-080)
12. Move that the Board of Trustees approve Petty Construction to repair the parking lot and driveway for an amount not to exceed \$12,400. (12-000-400-450-000-080)
13. Move that the Board of Trustees approve the payment of \$28,974.10 to Sodexo Food Services for the month of May (\$19,114.80) and June (\$9,859.30) for the 2016-2017 school year. (60-910-310-500-000-000)
14. Move that the Board of Trustees approve the renewal of AUL's risk management insurance for an amount not to exceed \$176,167. (11-000-262-520-000-070)
15. Move that the Board of Trustees approve the submission of the following federal grant applications for the 2017-18 school year:
 - Title 1 - \$221,139
 - Title 1IA - \$26,865
 - Title III - \$5,384
 - Title IV - \$10,000
 - IDEA - \$92,925
16. Move that the Board of Trustees approve the Breakfast and Lunch prices to remain the same as the 2016-2017 school for the 2017-2018 school year as follows:

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- a. School Breakfast
 - i. Full Price - \$2.00
 - ii. Reduced Price - \$0.30
- b. School Lunch
 - i. Full Price - \$3.00
 - ii. Reduced Price - \$0.40

Executive Team

Other Motions

1. Move that the Board of Trustees approve the Danielson Framework as the teacher evaluation system to ratify it for the 2016-2017 school year.
Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.
2. Move that the Board of Trustees approve Vanderbilt Assessment of Leadership in Education (VAL-ED) as the School Leaders/Principal evaluation system to ratify it for the 2016-2017 school year.
Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.
3. Move that the Board of Trustees approve Arthur J. Gallagher & Co. as the broker for all insurance needs of the Academy for Urban Leadership Charter School for the 2017-2018 school year.
Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.
4. Move that the Board of Trustees approve the Annual Report for submission to the state due on August 1, 2017.
Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.
5. Move that the Board of Trustees approve the following guidance counselors to work with scheduling during the summer at a rate of \$40 per hour in an amount not to exceed \$15,000:

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- a. Luisanny Ortiz
- b. Kristen Yorkanis
- c. Daneen Collins-Grayson
- d. Shaheda Hall

Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

6. Move that the Board of Trustees approve the upgrade of security cameras in the Division Street location for an amount not to exceed \$4,200. (12-000-300-730-000-079)

Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

7. Move that the Board of Trustees approve the purchase of the network hardware needed, per attached, for the 7th and 8th grade facility for an amount not to exceed \$17,647.46. (12-000-300-730-000-079)

Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

8. Move that the Board of Trustees approve Abraham Williams for a 12 month position as an Information Technology Support Specialist with a salary of \$71,000 pro-rated from August 1, 2017. (11-000-252-100-000-043)

Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

9. Move that the Board of Trustees approve Alex De Los Santos as the Sports Director for the 2017-2018 school year for a stipend of \$10,000. (11-402-100-100-000-043)

Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

10. Move that the Board of Trustees approve the Statement of Assurances for the Anti-Bullying Bill of Rights Act and for submission to the state.

Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

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11. Move that the Board of Trustees approve Delta T Group for substitute services for the 2017-2018 school year with the same rates as the 2016-2017 school year.

Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

12. Move that the Board of Trustees approve the resignation of the following staff members:

- a. Erica Badru, English Teacher, effective August 28, 2017
- b. Emma Stein, Art Teacher, effective September 16, 2017
- c. Rebecca Dix, Science Teacher, effective September 22, 2017

Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

13. Move that the Board of Trustees approve an additional lunch aide for the 7th and 8th grade facility to work up to 5 hours a day Monday – Friday.

Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

14. Move that the Board of Trustees approve the position of two part time custodians for the evenings to work up to 4 hours each from Monday – Friday.

Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

XVII. NEW BUSINESS

None

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,

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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: 7:30 PM

Unanimous Vote: Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

**Discuss: Purchase/Lease
Collective Bargaining
Contractual Matter
Attorney-client Privilege**

Return from Executive Session: 8:38 PM

Unanimous Vote: Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.

XX. ADJOURNMENT 8:40 PM

Motion: Edgardo Galleno, Second: Sylvia Leon, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes.