

**ACADEMY FOR URBAN LEADERSHIP  
BOARD MEETING MINUTES  
SEPTEMBER 27, 2017  
6:30 PM**

**I. CALL TO ORDER: 6:49 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 – Left at 7:59 PM    |
| Claudine Bishop                  | Present – Left at 8:30 PM    |
| Hector Bonilla                   | Present                      |
| Eleni Glykis                     | Absent (Excused)             |
| Michelle Roman                   | Present                      |
| Stephanie Valdiviezo             | Present                      |
| Jesenia Vargas                   | Present – Arrived at 7:02 PM |

**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          |
| Johanna Rodriguez (Parent Representative) | Present          |

**V. APPROVAL OF MINUTES**

Move that the Board of Trustees approve the **Special Board Meeting Minutes** dated August 10, 2017 and the **Regular Board Minutes** dated August 30, 2017.

**Motion:** Sylvia Leon, **Second:** Claudine Bishop, **Roll Call:** Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes. (Jesenia Vargas was not yet present for the vote).

**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.
- **Human Resources and Recognition Team**: Motion in agenda. There are still a few positions to be filled including a Biology teacher, 2 Math teachers, a Spanish teacher, and a French teacher.
- **Finance and Facilities Planning Team**: Motions in agenda. Regarding Motion #1 under Consent Agenda, it shows an amount due to the State of New Jersey. This payment represents an unpaid balance for FY2014-2015. Thank you to Mr. Rosa for noticing an over charge in the amount due to the State. Upon contacting the State about this discrepancy, the amount due was corrected. There is a request for a transfer required to cover maintenance and repair costs.  
  
Mr. Rosa stated that work has been getting done at the Barclay campus. Mr. Rosa advised that the floors are almost done and the painters will be starting their work tomorrow. Eight construction companies walked through the facility yesterday. Mr. Fink thanked Mr. Rosa for all of the time he has devoted to the Barclay campus, as well as completing his daily work in the Business office.
- **Executive Team**: Motion in agenda for the second reading of two policies.

**X. LEAD PERSON'S REPORT**

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

- Dr. Collazo advised that staff began the school year with the opportunity of taking part in two Professional Developments. The first Professional Development was a workshop entitled "Emotional Intelligence". This workshop explained the importance of building relationships, so that staff and students start on the same page and maintain this rapport throughout the school year. The second Professional Development involved PLC planning and reflection. Some items discussed in this workshop included goal setting, sharing resources, lesson planning, and setting instructional outcomes.
- Dr. Collazo advised that he had a conversation with Mr. Rick Pressler from the NJ Charter School Association. Mr. Pressler advised that he will help with AUL's renewal process, including conducting mock drills. Board members will be invited to participate. During the renewal process, administration, faculty, and students will be interviewed by

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the State. Dr. Collazo noted that we can show how we have been able to turn negative situations into positives. For example, take the action plan, which has been cleared up since last January. This was a learning experience for AUL to show where we were at and how we have been able to turn things around for the better.

- Johnny Rosa and Debbie Casabona completed two webinars on Resource Management and Procurement in preparation for the food service audit.
- Dr. Collazo advised that the student discipline infractions have been broken down into six categories. The major infractions involve student tardiness and students not being in full uniform. These issues are being addressed by administration since the beginning of the school year.
- Dr. Collazo noted that there are a greater number of bilingual students than were expected. AUL has sent a waiver to the State regarding this matter.
- Dr. Collazo advised that student enrollment has been a battle. The current enrollment number is 569 students. To help AUL financially, Dr. Collazo noted that it is important to have our enrollment numbers up by the October 13<sup>th</sup> deadline. Dr. Collazo advised that there is a possibility of increasing enrollment in Grades 9, 10, and 11 due to students on the waiting list. Dr. Collazo also stated that Our Lady of Fatima Church in Perth Amboy may allow our representative to speak with their congregation regarding enrollment. Mr. Fink stated that he understands the challenge faced by administration which also involved the facility issue. Mr. Fink thanked Dr. Collazo for his continued work on enrollment.
- Dr. Collazo advised the Board that there are presently two HIB cases being reviewed.
- Dr. Collazo advised that the State is now accepting the score of three on the PARCC test as effective.
- Dr. Collazo noted that he attended the County Superintendent's Roundtable meeting on September 15, 2017. Dr. Collazo advised that he would like to partner with the Assistant District Attorney, Mr. Christopher Krubert. Mr. Krubert's focus is on doing the right thing and not wanting to see children in trouble. Dr. Collazo will look further into this collaboration and advise the Board of his findings.
- In conclusion, Dr. Collazo advised that various meetings, conferences, and activities took place throughout the month.

**XI. STUDENT REPRESENTATIVE'S REPORT**

None

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**XII. PARENT REPRESENTATIVE'S REPORT**

Johanna Rodriguez is the Parent Representative.

- Ms. Rodriguez advised that activities for September through December were discussed at the PTO meeting held on September 11, 2017. The next PTO meeting will be held on October 16, 2017 at 6PM.
- At the Back to School Night being held tomorrow evening, the PTO will give out flyers. The PTO wants parents to know the importance of their participation.
- The PTO is sponsoring a Boscovs' fundraiser on October 17, 2017.
- Mr. Fink advised that the PTO activities can be posted on AUL's website. If Ms. Rodriguez needs anything posted, she should contact Mr. Rosa.

**XIII. TEACHER REPRESENTATIVE'S REPORT**

None

**XIV. BOARD PRESIDENT'S REPORT**

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

- Mr. Fink welcomed everyone back to a new school year. Mr. Fink noted that it will be a busy and an exciting time. Any challenges that may occur during the school year will be faced together as a team.
- Mr. Fink offered support to friends and family of AUL that were impacted by Hurricane Maria. Thank you to those attending this Board meeting; our prayers and thoughts are with you.
- Mr. Fink advised that there are still a couple of Board seats open. Also, some Board of Trustee members may be retiring after this year. The recruitment of trustee members continue. The Board can have eleven members.

**XV. OLD BUSINESS**

None

The Lead Person recommends the following items for approval:

**XVI. MOTIONS – Consent Agenda**

Motion Items #1 under Academic Excellence; Motion Item #1 under Human Resources and Recognition; Motion Items #1-9 under Finance and Facility Planning; Motion #1 under Executive Team

Item #2 under Academic Excellence will be moved from Consent Agenda to Other Motions

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**Motion:** Sylvia Leon, **Second:** Edgardo Galleno, **Roll Call:** Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon 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 following textbooks for the 2017-2018 school year:
  - a. World Language (Spanish) - \$5,479
  - b. English Language Arts (Text/Plagiarism review service & PD) - \$4,187
  - c. Physical Education Textbook - \$6,076
  - d. Science (Physical Science) - \$2,955
  - e. Math (College Algebra) - \$4,770
  - f. AP English (Soft Cover Novels) - \$1,443
  - g. AP History ("Connecting with the Past") - \$2,242

**Human Resources and Recognition**

1. Move that the Board of Trustees approve the New Job Description for Head Custodian.

**Finance and Facility Planning**

1. Move that the Board of Trustees approve Fund 10 General Warrants List for August 30, 2017 – September 18, 2017 in the amount of **\$96,151.20**.
2. Move that the Board of Trustees approve Fund 10 General Warrants List for September 19, 2017 – September 26, 2017 in the amount of **\$192,544.74**.
3. Move that the Board of Trustees approve Fund 10 General Warrants List for September 27, 2017 in the amount of **\$67,140.20**.
4. Move that the Board of Trustees approve the Payroll Report for August 30, 2017 for **\$72,500.19**.
5. Move that the Board of Trustees approve the Payroll Report for September 15, 2017 for **\$239,682.35**.
6. Move that the Board of Trustees accept the Treasurer's Report for July and August 2017.
7. 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

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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.

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 August 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.
9. Move that the Board of Trustees approve the following transfers for September:

| From Account           | To Account             | Total    | Reason                          |
|------------------------|------------------------|----------|---------------------------------|
| 11-000-291-200-000-054 | 11-000-262-420-000-067 | \$20,000 | Maintenance and repair cost     |
| 11-000-291-200-000-054 | 11-000-266-100-001-066 | \$10,000 | Added security for FDU/evenings |
| 11-000-291-200-000-054 | 11-000-262-620-000-074 | \$15,000 | Utility Cost for Water          |

**Executive Team**

1. Move that the Board of Trustees approve the 2<sup>nd</sup> reading and adopt the following policies:
  - a. Resolution on Immigration and Safety (DACA)
  - b. ICE and Law Enforcement on Campus Policy

**Other Motions**

**Academic Excellence**

2. Move that the Board of Trustees approve "Minding our Business" (Youth Entrepreneurial Program) for an amount not to exceed \$7,500 (*pending availability of funds*).

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

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**Other Motions**

Collectively Motion Items #1 - #6

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

1. Move that the Board of Trustees approve the following field trips:

| <u>Faculty</u>   | <u>Date</u>      | <u>Location</u>                                                      | <u>Time</u>            | <u>Transportation Cost</u> | <u>Entry Cost</u>            | <u>Total Cost</u> |
|------------------|------------------|----------------------------------------------------------------------|------------------------|----------------------------|------------------------------|-------------------|
| Shaheda Hall     | October 25, 2017 | Woodbridge High School<br>1 Samuel Lupo Pl<br>Woodbridge, NJ 07095   | 9:00am<br>–<br>12:30pm | No Cost to BOT             | 50 Students And 5 Chaperones | No cost to BOT    |
| Shaheda Hall     | October 17, 2017 | Rider University<br>2083 Lawrenceville Rd<br>Lawrenceville, NJ 08648 | 8:00am<br>–<br>2:00pm  | \$375                      | 45 Students and 5 Chaperones | \$375             |
| Kristen Yorkanis | October 6, 2017  | JA Education Center<br>360 Pear Blossom Dr.<br>Edison, NJ 08837      | 9:00am<br>–<br>2:00pm  | No Cost to BOT             | 36 Students and 4 Chaperone  | No Cost to BOT    |

2. Move that the Board of Trustees approve the Professional Development “Calculus AB & BC” on October 9, 2017 for Munira Jamali for a cost not to exceed \$410 (Transportation, Accommodation, and PD fee). (11-000-223-500-000-046)
3. Move that the Board of Trustees approve the Professional Development “Academy Programs 2017 – 2018” for Johnny Rosa on October 3, 2017, November 2, 2017, November 29, 2017, January 9, 2018, March 6, 2018, and May 16, 2018 for an amount not to exceed \$200. (11-000-251-500-000-056)
4. Move that the Board of Trustees approve the Professional Development “NJ Science Convention” on October 24-25, 2017 for Saad Syed, Nabaneeta Mukherjee, Sally Cashel, and Hala Morcos for an amount not to exceed \$700. (11-000-223-500-000-046)

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5. Move that the Board of Trustees approve the Professional Development “ESL/Bilingual Consortium Meeting” for Olesia Parmar on October 19, 2017, December 21, 2017, February 15, 2018, April 19, 2018, and June 14, 2018 from 9:30am – 12pm at no cost to the Board of Trustees.
6. Move that the Board of Trustees approve a trip for the 8<sup>th</sup> graders on October 9, 2017 to “El Museo Del Barrio” on 1230 5<sup>th</sup> Avenue, NY, NY 10029 from 9:30am to 2:15pm with 66 students and 7 chaperones lead by Daneen Collins-Grayson for an amount not to exceed \$1,350 (Transportation cost). (11-000-270-512-000-072)
7. Move that the Board of Trustees approve the contract with Bayada Nurses to provide Certified Nurse Personnel for the 2017-2018 school year.  
**Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.**  
Motion amended to read:  
Move that the Board of Trustees approve the contract with Bayada Nurses to provide Certified Nurse Personnel for the 2017-2018 school year in an amount not to exceed \$60 per hour.  
**Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.**
8. Move that the Board of Trustees approve the Revised Calendar for the 2017-2018 school year.  
**Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.**  
Motion amended to read:  
Move that the Board of Trustees approve the Revised Calendar for the 2017-2018 school year pending investigation of alternate dates for graduation by Administration.  
**Motion: Sylvia Leon, Second: Edgardo Galleno, Roll Call: Robert Fink Yes, Edgardo Galleno Yes, Sylvia Leon Yes, Claudine Bishop Yes, Hector Bonilla Yes, Michelle Roman Yes, Stephanie Valdiviezo Yes, Jesenia Vargas Yes.**
9. Move that the Board of Trustees approve the following Curriculum Writing Assignment Courses:

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- a. AA Criminology
- b. AA Business Ethics
- c. Pre-Calculus

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

10. Move that the Board of Trustees approve the following textbooks for the 2017-2018 school year (11-190-100-640-000-048):

- a. Math (KEMS101) 7<sup>th</sup> Grade - \$2,310

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

11. Move that the Board of Trustees approve the Upbeat Survey Tool for an amount not to exceed \$2,450. (11-190-100-500-000-046)

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

12. Move that the Board of Trustees approve Hala Morcos to be compensated \$40 per hour for AP Chemistry classes for 8 weeks (Saturdays) at Kean University for the use of Labs. (11-140-100-101-001-043)

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

13. Move that the Board of Trustees approve the resignation of the following employees:

- a. Jennifer Tu, English Teacher, effective August 30, 2017 (Amend to previous motion).
- b. Damien Garafalo, Social Studies, effective August 30, 2017 (Amend to previous motion).
- c. Emma Stein, Art Teacher, effective August 30, 2017 (Amend to previous motion).
- d. Mirlene Jean-Francois, French Teacher, effective November 10, 2017.

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

**XVII. NEW BUSINESS**

None

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**XVIII. PUBLIC COMMENT #2**

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

Eloisa Hernandez, parent of an AUL student, questioned the grade/level of the Spanish book being approved by the Board of Trustees this evening. Ms. Hernandez stated that she agrees AUL should have graduation at a different time than the other schools in the Perth Amboy district. Ms. Hernandez advised that we should keep in mind our community and the conflict that the graduation date and time pose. Ms. Hernandez suggested finding a different venue, such as the theater at Middlesex County College. Ms. Hernandez stated that she had requested last year's 8<sup>th</sup> grade graduation be changed to a different time, so as not to conflict with the other schools. Since the change was not made last year, Ms. Hernandez advised perhaps it will happen this year.

Oswaldo Ramos, Jr., an AUL student, stated that he had started AUL last year in the first eighth grade class. Mr. Ramos advised that it was an emotional time, since he lost friends in the transition, as well as making new friends. Mr. Ramos stated that he also agreed with changing the 8<sup>th</sup> grade graduation last year because he missed seeing his friends graduate at the McGinnis and Schull schools.

**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.

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Close Executive Session: 8:06 PM

Unanimous Vote: Motion: Michelle Roman, 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. (Sylvia Leon had left the meeting.)

Discuss: Attorney-client Privilege  
HIB Reports

Return from Executive Session: 9:05 PM

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

Other Motions

A1. Move that the Board of Trustees adopt the finding on the HIB Case #1.

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

B1. Move that the Board of Trustees adopt the finding on the HIB Case #2.

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

XX. ADJOURNMENT 9:06 PM

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