

**ACADEMY FOR URBAN LEADERSHIP
BOARD MEETING MINUTES
OCTOBER 25, 2017
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
Sylvia Leon (Secretary)	Absent (Excused)
Claudine Bishop	Present
Hector Bonilla	Present
Eleni Glykis	Absent (Excused)
Michelle Roman	Present
Stephanie Valdiviezo	Absent
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 – Arrived at 6:56 PM
Johnny Rosa (Board Secretary)	Absent (Excused)
Munira Jamali (Teacher Representative)	Present

V. APPROVAL OF MINUTES

Move that the Board of Trustees approve the **Special Board Meeting Minutes** dated September 20, 2017 and the **Regular Board Minutes** dated **September 27, 2017**.

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

VI. CORRESPONDENCE

None

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VII. PRESENTATION – Dr. Elnardo Webster (Meal Program)

Dr. Elnardo Webster introduced himself to the Board of Trustees as the President of Expanded Learning LLC. Dr. Webster explained that the purpose of Expanded Learning is to implement after school Nutrition Education Programs. All students of the program would be entitled to receive a hot dinner meal at no cost to the student.

Dr. Webster further explained that in 1993 he serviced 75 schools in the Newark school district with this after school program from 3PM – 6PM. Dr. Webster stated that the Nutrition Education Program in the Newark Public Schools became a national model. Presently, Dr. Webster advised that Expanded Learning is servicing 30 schools in the Jersey City Public Schools on a daily basis. Dr. Webster advised that this program has become the number one after school program in the country.

Dr. Webster briefly explained the process of the program which includes the delivery of the hot meals in temperature maintained coolers to an appointed food service worker, who then checks and stores the meals. Dr. Webster advised that the menus must be pre-approved by the state and the menus must be posted in the cafeteria. Also, the state monitors the program by visiting the school two times a year.

Dr. Webster advised that there is no charge for this program to the school district, as it is a government sponsored program. However, AUL would have to hire an approved food service worker at an hourly rate. It was suggested that the expansion of this after school program could extend to 5PM. Dr. Collazo advised that he would like to see the core curriculum content areas supported during this extended after school program. Many AUL students are now passing the required state assessments which has been reflected in a decrease of the portfolio process. Dr. Webster agreed that the additional after school time helps student achievement. Mr. Bonilla asked where the meals would be served, as students are at three different campuses. Dr. Webster advised that the location would have to be decided upon. Perhaps, the program could be started at the Amboy Avenue location, see how it works out for the students, get out the kinks, and then roll it out to the other locations. Mr. Galleno advised that we must be mindful that the program be available to all students. Mr. Fink stated that the program would incur a nominal fee for the food service worker. The Board appears to be receptive to the idea of this program and will need to have further discussion.

VIII. PUBLIC COMMENT #1

None

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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:** Interviews are continuing for some positions needing to be filled including a Special Education teacher, a High School Biology teacher, two Middle School Math teachers, and a Certified School Nurse.
Dr. Collazo advised that he had met with Ana Cruz today. Ms. Cruz advised that there are available candidates in Puerto Rico. Ms. Cruz also advised that she should have a list of candidates in a couple of weeks. It would be possible for interviews to be conducted via Skype.
- **Finance and Facilities Planning Team:** Motions in agenda. Progress at the Barclay facility is looking good. It is hopeful to be in the facility in the near future upon obtaining a temporary Certificate of Occupancy. This is a positive factor for AUL.
- **Executive Team:** Discussion in Executive Closed Session.

X. LEAD PERSON'S REPORT

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

- Dr. Collazo began his report by reading a letter received from The College of New Jersey which was signed by Grecia Montero, the Director of Admissions. In this correspondence AUL was informed of the six alumni currently attending TCNJ. These six students boast an average TCNJ GPA of 3.13, one of the highest marks of any of their high school cohorts. Dr. Collazo expressed how proud he was to read this letter. On behalf of the staff Dr. Collazo thanked Ms. Jamali, the Teacher Representative, for their support and dedication to the students of AUL. Dr. Collazo also reminded Board members that one AUL student received a score of 1490 on their SAT test, out of a possible score of 1600. Dr. Collazo advised that he believes the after school program will further help our students excel. It was suggested that these six students enrolled at TCNJ be invited back to AUL to speak with our students.
- Dr. Collazo advised that Professional Development continued for the teaching staff and administration. These learning opportunities included the 7th and 8th grade Math teachers meeting with a representative from NTN (National Training Network), SGO's (Student Growth Outcomes), and Mr. Rosa attending an Introduction to NJASBO meeting focusing on communication with state agencies and the submission of required reports.

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- Regarding the discipline report, Dr. Collazo advised that students appear to be acclamating to AUL's policies. Ninth grade students are still adjusting to the high school environment being integrated with the other grades. Mr. Reyes advised that he is anxious to get the 7th and 8th grade students together in the new facility.
- Dr. Collazo advised that the present enrollment is 578 students. Dr. Collazo stated that there is a need to form a team to discuss recruiting efforts and new recruiting strategies. It is necessary to maximize student enrollment, as the school's budget is based upon full enrollment. Mr. Fink suggested having more contact with parents. Mr. Bonilla recommended using the local television station, Channel 34, where the message would reach a much wider audience.
- Dr. Collazo advised that the Guidance Department has administered the PSAT test to 10th and 11th grade students, progress reports have been mailed, and students are having the opportunity to take college trips and visit college fairs.
- Dr. Collazo advised that he had met with Dr. Perna and a PNC Grant Proposal was submitted.

XI. STUDENT REPRESENTATIVE'S REPORT

None

XII. PARENT REPRESENTATIVE'S REPORT

None

XIII. TEACHER REPRESENTATIVE'S REPORT

Munira Jamali, Math teacher at AUL, is the Teacher Representative.

Ms. Jamali acknowledged the letter from TCNJ that was read by Dr. Collazo. Ms. Jamali stated that these six students enrolled at TCNJ came through for AUL. Ms. Jamali also stated, as an educator, how proud she is of these students.

XIV. BOARD PRESIDENT'S REPORT

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

Mr. Fink discussed the Givers and Takers theory by Adam Grant – the agreeable giver, the disagreeable giver, the agreeable taker, and the disagreeable taker. Mr. Fink advised that this rubric can be used to find really talented people, as we want to bring the very best to our organization. Mr. Fink stated that this theory can be used in Board member recruitment, as well as Dr. Collazo using this tool for the betterment of the school.

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XV. OLD BUSINESS

None

The Lead Person recommends the following items for approval:

XVI. MOTIONS – Consent Agenda

Motion Items #1-5 under Academic Excellence; Motion Items #1-5 under Finance and Facility Planning

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

Academic Excellence

1. Move that the Board of Trustees approve the Boiler Black Seal training for Patrix Vargas for an amount not to exceed \$600.
2. Move that the Board of Trustees approve the High School Scholars Program for 70 students (Introduction to Business...24 students and College Algebra...46 students) for a unit price of \$200 for an amount not to exceed \$14,000. (11-190-100-320-000-045)
3. Move that the Board of Trustees approve the Professional Development for Luisanny Ortiz and Soveyra Acosta for HIB training on November 1, 2017 for \$95 each for an amount not to exceed \$190. (11-000-218-500-000-068)
4. Move that the Board of Trustees approve the Professional Development for Shaheda Hall for Financial Aid Training at Seton Hall University on December 8, 2017 at No Cost to the Board of Trustees.
5. Move that the Board of Trustees approve the following field trip for the 2017-2018 school year:

Faculty	Date	Location	Time	Transportation Cost	Entry Cost	Total Cost
Hala Morcos	November 15, 2017	Aquarium at Camden 1 Riverside Dr. Camden, NJ 08103	8:30am – 2:00pm	\$650	80 Students And 7 Chaperones	\$780
Shaheda Hall	November 17, 2017	Essex County College 303 University Ave Newark, NJ 07102	8:00am – 2:00pm	\$425	40 Students and 4 Chaperones	No Cost to BOT

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Faculty	Date	Location	Time	Transportation Cost	Entry Cost	Total Cost
Shaheda Hall	December 12, 2017	Seton Hall University 151 S Centre St So Orange, NJ 07079	9:00am – 1:00pm	\$375	45 Students and 5 Chaperones	No Cost to BOT
Nick Critelli	December 13, 2017	Edison National Historic Park 211 Main Street West Orange, NJ 07052	9:30am – 2:00pm	\$375	31 Students and 3 Chaperones	No Cost to BOT

Human Resources and Recognition

Finance and Facility Planning

1. Move that the Board of Trustees approve Fund 10 General Warrants List for September 28, 2017 – October 18, 2017 in the amount of **\$74,576.07**.
2. Move that the Board of Trustees approve Fund 10 General Warrants List for October 19, 2017 – October 24, 2017 in the amount of **\$147,774.15**.
3. Move that the Board of Trustees approve Fund 10 General Warrants List for October 25, 2017 in the amount of **\$119,514.44**.
4. Move that the Board of Trustees approve the Payroll Report for September 30, 2017 for **\$243,567.60**.
5. Move that the Board of Trustees approve the Payroll Report for October 15, 2017 for **\$243,828.81**.

Executive Team

Other Motions

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

Faculty	Date	Location	Time	Transportation Cost	Entry Cost	Total Cost
Alex de los Santos	December 27 and 28, 2017	Roselle Park Holiday Basketball Tournament	TBD	2 Buses at \$275 Each	\$200	\$750

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

Motion amended to read:

Two buses – One Per Day – At \$275 Each

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

2. Move that the Board of Trustees approve the Professional Development for Shaheda Hall to attend a Counselor Breakfast at Rider University on October 26, 2017 at No Cost to the Board of Trustees.

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

3. Move that the Board of Trustees approve the Professional Development for Mabel Leonardo to attend the HIB Training Program on November 1, 2017 for an amount not to exceed \$95. (11-000-218-500-000-068)

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

4. Move that the Board of Trustees approve the Professional Development for Jaclyn Edwers to attend Pediatric Physical Assessment at Monmouth University on December 2, 2017 for an amount not to exceed \$95. (11-000-211-500-000-068)

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

5. Move that the Board of Trustees approve the Professional Development for Miriam Rodriguez to attend a Training Session for New Certification Staff on November 14, 2017 at No Cost to the Board of Trustees.

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

6. Move that the Board of Trustees approve Zero Period in BC Calculus for Munira Jamali at \$40 per hour in an amount not to exceed \$7,280.

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

7. Move that the Board of Trustees approve the personnel for the attached extra-curricular stipend positions for FY2017-2018. (11-401-100-100-000-044)

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

8. Move that the Board of Trustees empower the Executive Committee to review and approve the construction cost for 295 Barclay Street campus in an amount not to exceed \$250,000.

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

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Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.

Close Executive Session: 8:15 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, Jesenia Vargas Yes.

**Discuss: Attorney-client Privilege
Finance/Facility**

Return from Executive Session: 9:05 PM

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

XX. ADJOURNMENT 9:06 PM

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