



**ACADEMY FOR URBAN LEADERSHIP**  
**BOARD MEETING AGENDA**  
**September 25, 2019**  
**6:30 PM**

**I. CALL TO ORDER**

This meeting has been publicized in accordance with Section 5, Ch 231, PL 1975, an 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:**

Edgardo Galleno (President)  
Joshua Bishop (Vice President)  
Jesenia Vargas (Corporate Secretary)  
Lisette Bayas Vilanova  
Claudine Bishop  
Hector Bonilla  
Elba Ceballo  
Reyes Ortega  
Michelle Roman  
Stephanie Valdiviezo

**Additional attendees:**

|                                                              |                                          |
|--------------------------------------------------------------|------------------------------------------|
| Margaret Morales (Lead Person)                               | Daniel Cugini (Vice-Principal)           |
| Patricia Bombelyn (Board Solicitor)                          | Eloisa Hernandez (Parent Representative) |
| Johnny Rosa (Board Secretary)                                |                                          |
| Douglas Kelly (Vice-Principal)                               |                                          |
| Peter Salek Nejad (Supervisor of Curriculum and Instruction) |                                          |

**V. APPROVAL OF MINUTES**

Move that the Board of Trustees approve the Special Board Meeting Minutes dated July 21, 2019 and the Regular Board Meeting dated August 28, 2019.

**VI. PRESENTATION**

PLC Presentation  
Data Presentation

**VII. CORRESPONDENCE**

EPA GRANT "PAPERS" Award Notification  
NJDOE School Performance Level Summary

**VIII. PUBLIC COMMENT #1 (20 Minutes)**

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



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**IX. COMMITTEE REPORTS (20 Minutes)**

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

- Academic Excellence Team
- Human Resources and Recognition Team
- Finance and Facilities Planning Team
- Executive Team

**X. LEAD PERSON'S REPORT (15 Minutes)**

**XI. STUDENT REPRESENTATIVE'S REPORT (5 Minutes)**

**XII. PARENT REPRESENTATIVE'S REPORT (5 Minutes)**

**XIII. TEACHER REPRESENTATIVE'S REPORT (5 Minutes)**

**XIV. BOARD PRESIDENT'S REPORT (10 Minutes)**

**XV. OLD BUSINESS**

*The Lead Person recommends the following items for approval:*

**XVI. Motions - Consent Agenda (20 Minutes)**

**Academic Excellence**

1. Move that the Board of Trustees approve the Professional Development for RoseAnn Berberich to attend the "Social Emotional Character Development" workshop on October 25, 2019 at no cost to the BOT. *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.*
2. Move that the Board of Trustees approve the Professional Development for Erika Charles to attend the "Middlesex County Special Education" meetings on October 16, 2019, November 20, 2019, December 18, 2019, January 15, 2020, February 19, 2020, March 18, 2020, April 15, 2020, and May 20, 2020 at no cost to the BOT. *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.*



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3. Move that the Board of Trustees approve the Professional Development for April Gardner to attend the "NJDOE New Bilingual/ESL/ELS Supervisors & Coordinators" training on October 1, 2019 at no cost to the BOT. *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.*
4. Move that the Board of Trustees approve the Professional Development for Joseph Kotulak to attend the "Making Cross Cutting conceptual concepts explicit" workshop on November 11, 2019 in an amount not to exceed \$125.00 (Registration Fee). *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.*
5. Move that the Board of Trustees approve the Professional Development for Joseph Kotulak to attend the "StarLab Training" workshop on November 20, 2019 in an amount not to exceed \$150.00 (Registration Fee). *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.*
6. Move that the Board of Trustees approve the Professional Development for Mabel Leonardo to attend the "Middlesex County (TLC) Traumatic Lost Coalition" meetings on September 27, 2019, October 25, 2019, November 22, 2019, December 20, 2019, January 24, 2020, February 28, 2020, March 27, 2020, April 24, 2020 and May 22, 2020 at no cost to the BOT. *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.*
7. Move that the Board of Trustees approve the Professional Development for Margaret Morales to attend the "Strauss Esmay, Managing Educator/Student Relationships" workshop on October 2, 2019 in an amount not to exceed \$42.00 (Registration Fee). *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.*
8. Move that the Board of Trustees approve the Professional Development for Peter Salek-Nejad to attend the "Middlesex County Curriculum Committee" meetings on October 15, 2019, November 19, 2019, December 17, 2019, January 21, 2020, February 18, 2020, March 17, 2020, April 21, 2020, and May 19, 2020 at no cost to the BOT. *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.*
9. Move that the Board of Trustees approve the Professional Development for Aknaris Padilla to attend the "Latino Promise & HACER Annual School Counselor" workshop on October 24, 2019 at no cost to the BOT. *In the event a change of date should occur and provided that only*



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*the date is changed, the administration can approve the date change after informing the Executive Committee.*

10. Move that the Board of Trustees approve an SAT Preparation Course after school for two teachers in Mathematics and English Language Arts for a total cost of \$3,200.00.

11. Move that the Board of Trustees approve the attached Graphic Novel List.

12. Move that the Board of Trustees approve the following field trips for the 2019 – 2020 school year *(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):*

| <u>Faculty</u>  | <u>Date</u>      | <u>Location</u>                                                                                                       | <u>Time</u>            | <u>Transportation Cost</u> | <u>Entry Cost</u>                                     | <u>Total Cost</u> |
|-----------------|------------------|-----------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------|-------------------------------------------------------|-------------------|
| Aknaris Padilla | October 22, 2019 | Northern NJ Hispanic College Fair<br>New Jersey City University<br>2039 John F. Kennedy BLVD<br>Jersey City, NJ 07305 | 9:00am<br>–<br>12:45pm | No Cost                    | 65 Students (Seniors And 6 Chaperones)<br><br>No Cost | No Cost To BOT    |

**Human Resources and Recognition**

1. Move that the Board of Trustees approve the following resignation *(the employee may be released earlier than the contracted days only if a new replacement has been found and is able to start before the end of resigning employee's contractual days):*

- a. Olesia Parmar, ESL Teacher, received on 9/13/2019
- b. Robyn Cybulski, School Certified Nurse, received on 9/17/2019
- c. Albert Bozzo, English Teacher, received on 9/3/2019

2. Move that the Board of Trustees rescind the employment offer to the following candidate:

- a. David Atchinstein, Middle School Math Teacher *(candidate declined offer)*

3. Move that the Board of Trustees approve the following list of teachers as mentors to the new hires for the 2019 – 2020 school year:

- a. April Gardner

4. Move that the Board of Trustees approve the revisions of the following job descriptions:



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- a. Human Resource Generalist
  - b. Information Technology Specialist
  - c. Head Security Stipend
5. Move that the Board of Trustees approve the appointment of Luis Vargas as the Program Director for the 21<sup>st</sup> Century Grant Program 2019 – 2020 Fiscal Year for a stipend amount of \$24,000.00 *(paid with 21<sup>st</sup> Century Funds)*
  6. Move that the Board of Trustees approve the appointment of Debbie Casabona as the Data Clerk (administrative assistant) for the 21<sup>st</sup> Century Grant Program 2019 – 2020 Fiscal Year for an amount not to exceed \$18,400.00. *(paid with 21<sup>st</sup> Century Funds)*
  7. Move that the Board of Trustees approve the appointment of Ludys Genao as the Site Coordinator at Main Campus for the 21<sup>st</sup> Century Grant Program 2019 – 2020 Fiscal Year for an amount not to exceed \$18,000.00. *(paid with 21<sup>st</sup> Century Funds)*
  8. Move that the Board of Trustees approve the appointment of Lissette Shumny as the Site Coordinator at the Assumption School for the 21<sup>st</sup> Century Grant Program 2019 – 2020 Fiscal Year for an amount not to exceed \$18,000.00. *(paid with 21<sup>st</sup> Century Funds) (Pending satisfying the requirements of the New Jersey Criminal History Background Check).*
  9. Move that the Board of Trustees approve the appointment of Penelope Vlastaras as the Program Manager for the PAPERS Program 2019 – 2020 Fiscal Year for a stipend amount of \$12,000.00 *(paid with EPA Grant Funds)*
  10. Move that the Board of Trustees approve the appointment of Maria Sena as the Data Clerk for the PAPERS Program 2019 – 2020 Fiscal Year for a stipend amount of \$6,000.00 *(paid with EPA Grant Funds)*
  11. Move that the Board of Trustees approve the appointment of the following Science Teachers for the PAPERS Program 2019 – 2020 Fiscal Year for a stipend amount of \$7,200.00 *(paid with EPA Grant Funds)*
    - a. Saad Syed - \$2,400.00
    - b. Deblina Mukherjee - \$2,400.00
    - c. Nabaneeta Mukherjee - \$2,400.00
  12. Move that the Board of Trustees approve Momtaz Shirin to attend the Saturday Kean University STEM program from 8:00am to 3:00pm at rate of \$40 per hour for 6 days in a total amount not to exceed \$1,680.00.



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13. Move that the Board of Trustees approve the attached resolution in recognition of the following staff members for having perfect attendance in May, 2019.

- a. Rafael Puntiel – Custodian
- b. Pedro Bonilla – Custodian
- c. Jose Lopez-Segarra – Custodian
- d. Margaret Morales – Lead Person
- e. Johnny Rosa – School Business Administrator

14. Move that the Board of Trustees approve the attached resolution in recognition of the following staff members for having perfect attendance in June, 2019.

- a. Ariel Fernandez – Teacher
- b. Bernadette Gioia – Teacher
- c. Margaret Morales – Lead Person
- d. Johnny Rosa – School Business Administrator

15. Move that the Board of Trustees approve the following Sport Program Stipends for the 2019 – 2020 school year:

| Position                         | Amount     |
|----------------------------------|------------|
| Boys Basketball Coach            | \$7,500.00 |
| Boys Basketball Assistant Coach  | \$4,000.00 |
| Girls Basketball Coach           | \$7,500.00 |
| Girls Basketball Assistant Coach | \$4,000.00 |
| Baseball Coach                   | \$7,500.00 |
| Baseball Assistant Coach         | \$4,500.00 |
| Softball Coach                   | \$7,500.00 |
| Softball Assistant Coach         | \$4,500.00 |

16. Move that the Board of Trustees appoint the following staff members for the **Extra-Curricular Clubs** listed below in the 2019 – 2020 school year:

| Club Name                 | Staff Member Name | Amount   |
|---------------------------|-------------------|----------|
| Model UN                  | Ariel Fernandez   | \$500.00 |
| Mock Trials (Debate Club) | Ariel Fernandez   | \$500.00 |



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1. Move that the Board of Trustees approve Fund 10 General Warrants List for August 29, 2019 – September 18, 2019 in the amount of \$96,545.90.
2. Move that the Board of Trustees Fund 10 General Warrants List for September 19, 2019 – September 24, 2019 in the amount of \$101,527.17.
3. Move that the Board of Trustees Fund 10 General Warrants List for September 25, 2019 in the amount of \$219,612.75.
4. Move that the Board of Trustees approve the Payroll Report for August 30, 2019 for \$71,106.36.
5. Move that the Board of Trustees approve the Payroll Report for September 15, 2019 for \$280,283.51.
6. Move That the Board of Trustees accept the Treasurer's Report for July, 2019 and August, 2019.
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 August 31, 2019 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 2019-2020.
8. Move that the Board of Trustees approve the payment of \$1,305.00 to Genova Burns (Labor Attorney).
9. Move that the Board of Trustees approve a Head Security Stipend of \$2,500.00 for the 2019 – 2020 school year.
10. Move that the Board of Trustees approve the Kean University Contract to use the STEM labs for the 2019 – 2020 school year for an amount not to exceed \$3,260.00.
11. Move that the Board of Trustees approve Dr. Francine Luce (Andrew St. LLC) to provide the required professional development for the 21<sup>st</sup> Century Grant for the 2019 – 2020 school year in an amount not to exceed \$9,600.00.
12. Move that the Board of Trustees approve the change order# 001 for the 299 Barclay street project under the recommendation of the architect in an amount not to exceed \$19,393.



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13. Move that the Board of Trustees approve the payment of \$55,223.35 JG Drywall, Inc. and Capital Funds Management, LLC as certified by our architect.
14. Move that the Board of Trustees approve the salary HEDI adjustments for the FY 2019-2020 for an amount of \$88,352.28 (Teaching Staff) and \$59,862.85 (Non-Teaching Staff) in a total amount not to exceed \$148,215.13.

**Executive Team**

1. Move that the Board of Trustees approve the 1<sup>st</sup> reading of the following policies:
  - a. **P & R 1642** – Earned Sick Leave Law (M) (New)
  - b. **P 3159** – Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
  - c. **P & R 3218** – Use, Possession, or Distribution of Substances (M) (Revised)
  - d. **P & R 4218** – Use, Possession, or Distribution of Substances (M) (Revised)
  - e. **P 4219** – Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
  - f. **P 5517** – School District Issued Student Identification Cards (Revised)
  - g. **P & R 6112** – Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
  - h. **P & R 7440** – School District Security (M) (Revised)
  - i. **P 8600** – Student Transportation (M) (Revised)
  - j. **P 8630** – Bus Driver/Bus Aide Responsibility (M) (Revised)
  - k. **R 8630** – Emergency School Bus Procedures (M) (Revised)
  - l. **P 8670** – Transportation of Special Needs Students (M) (Revised)
  - m. **P 9210** – Parent Organizations (Revised)

**Other Motions (15 Minutes)**

1. Move that the Board of Trustees approve the appointment of the following staff members, subject to timely receipt of satisfactory disclosures, required by N.J.S.A. 18A:6-7.6 et. seq., from the applicant's previous public school district employers, for the 2019-2020 school year:
  - a. Robert Ericksen as a Long Term Substitute with a salary of \$187 per day for the 2019 – 2020 school year effective September 26, 2019 (Covering KM). *(Pending satisfying the requirements of the New Jersey Criminal History Background Check).*
  - b. Elizabeth Mallone for a 10 month position as an English HS Teacher with a salary of \$53,000.00 pro-rated to such a date as to when Ms. Mallone's current employment with another employer ceases and her work at AUL commences (replacing AB). *(Pending satisfying the requirements of the New Jersey Criminal History Background Check).*



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- c. Olivia Sims for a 10 month position as a School Certified Nurse with a salary of \$63,000.00 pro-rated to such a date as to when Ms. Sims' current employment with another employer ceases and her work at AUL commences (replacing CR).  
*(Pending satisfying the requirements of the New Jersey Criminal History Background Check).*
2. Move that the Board of Trustees approve the following staff assignments for the 2019 – 2020 school year:
  - a. Erika Charles – Anti-Bullying Coordinator
  - b. Aknaris Padilla – Anti-Bullying Specialist
3. Move that the Board of Trustees approve the PNC Grant award of \$10,000.00 for the 2019 – 2020 school year.
4. Move that the Board of Trustees approve the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2019 – 2020 school year.
5. Move that the Board of Trustees approve the award of the Environmental Protection Agency Grant (PAPERS) for an award amount of \$100,000.00.
6. Move that the Board of Trustees approve the award of the 21<sup>st</sup> Century Grant for an award amount of \$500,000.00 from September 1, 2019 to August 31, 2020.

**XVII. PUBLIC COMMENT #2**

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

**XVIII. EXECUTIVE SESSION (45 Minutes)**

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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- A. Attorney-client Privilege: *Item# 7 (Ongoing Litigation)*
- B. Potential Lease or Acquisition of Property: *Item# 5*
- C. Personnel Matter: *Item# 8*
- D. Collective Bargaining: *Item# 4*
- E. HIB Case: *Item# 1*

***Please Note: ACTION MAY BE TAKEN UPON RETURN TO THE REGULAR MEETING.***

**XIX. ADJOURNMENT**

