



ACADEMY FOR URBAN LEADERSHIP
REGULAR BOARD MEETING MINUTES
VIRTUAL MEETING on ZOOM
Wednesday, November 17, 2021

I. The meeting was called to order at 6:40 pm and presided over by Lisette Vilanova

In accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., notice of this meeting has been publicized by having the date, time and location of the meeting posted at the school, on the school website and advertised in the Home News Tribune which has been designated as the Board's official newspaper within the legal time required. Time will be allotted for public comment at this meeting.

II. FLAG SALUTE – led by Ms. Vilanova

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.

IV. ROLL CALL

Board Members:		
Lisette Vilanova, President	Present	
Joshua Bishop-Mbachu, Vice President	Present	
Angelo Abreu, Corporate Secretary	Present	Arrived at 7:15 pm
Elba Ceballo, Trustee	Excused	
Eloisa Hernandez, Trustee	Present	

Joshua Lisojo, Trustee	Present	Left at 8:15 pm
Stephanie Pabon, Trustee	Excused	
Michelle Roman, Trustee	Present	
Additional Attendees:		
Dr. Mario Barbiere, Interim Lead Person	Present	
Gail Long, Business Admin/Board Secretary	Present	
Peter Salek-Nejad, Director of Special Programs	Present	
Dr. Elizabeth Duran Swinford, Principal	Present	
Patricia Bombelyn, Board Attorney	Present	

V. APPROVAL OF MINUTES

No minutes were presented at this time.

VI. CORRESPONDENCE

NJDOE Extension of completion date for the 2021 audit

VII. PRESENTATIONS

- Jack Perna, grant writer gave a brief presentation on some of the grants – specifically PAPERS, REPAIRS, and 21st Century
- Marleny Cruz from SOS - Multi Media Group gave a brief presentation on the student recruitment services she could provide to the school.
- Ruben Garrido – El Associates was expected to attend the meeting and present on the status of the Barclay Street project, but was not available.

VIII. RECOGNITION

- Teacher and Staff were being recognized for perfect attendance, 4 teachers were being recognized for tutoring, and Ms. Jamali and Mr. Frost were being recognized for increasing success in the Math Accuplacers.
- Students are being recognized for their admittance to colleges.

IX. MOTIONS – Consent Agenda – Withdrawn after Executive Session, then presented again

The Interim Lead Person recommends the following items for approval:

Remove from Consent Agenda under Academic Excellence motion # 2, Human Resources and Recognition, motion # 5, and under Finance and Facilities, motions # 1 and 4.

Motion Items: Academic Excellence motions # 1, 3, & 4, Human Resources and Recognition motions # 1 – 4, and Finance and Facilities motions # 2, 3, 5 & 6.

Motion: Joshua Bishop-Mbachu, Second: Eloisa Hernandez;

Roll Call Vote:

Lisette Vilanova Yes, Joshua Bishop Yes, Joshua Lisojo Yes, Angelo Abreu Yes, Eloisa Hernandez Yes, Michelle Roman Yes

6 Yes; 0 Opposed; 0 Abstained

MOTIONS PASSED

Academic Excellence

1. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve membership for Gail Long in the Middlesex County Association of School Business Officials (MCASBO) for the 2021/2022 school year at a cost of \$300.
3. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the LEA Guidance for Virtual or Remote Instruction Plan Attestation for the 2021-2022 school year.
4. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the Statement of Assurances for submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for school year 7-1-2020 to 6-30-2021.

Human Resources and Recognition

1. Move that the Board of Trustees appoint Saad Syed as Project Manager for the PAPERS EPA grant at a cost of \$40 per hour not to exceed \$9,000 for the 2021-2022 school year.
2. Move that the Board of Trustees appoint Saad Syed as Project Manager for the REPAIR EPA grant at a cost of \$40 per hour not to exceed \$10,000 for the 2021-2022 school year.
3. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator appoint Lanny Morales as a 10 month Bilingual Paraprofessional at a prorated salary of \$31,000 to be funded from the Title I grant through 6/30/2021.
4. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator accept the resignation of HS English Teacher Matthew Yard effective January 14, 2022.

Finance and Facilities

2. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the Board Secretary's (A148) Report and Treasurer's (A149) Report, for the month ending July 30, 2021. Be it further resolved, that the Board of Trustees upon the recommendation of the School Business Administrator/Board Secretary, approve the certification of funds, pursuant to

N.J.A.C. 6A:23A-16.10(c)3, that as of July 30, 2021 no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A16.10(a).

3. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the Board Secretary's (A148) Report and Treasurer's (A149) Report, for the month ending August 31, 2021. Be it further resolved, that the Board of Trustees upon the recommendation of the School Business Administrator/Board Secretary, approve the certification of funds, pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of August 31, 2021 no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A16.10(a).
5. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the contract with MRDA for curriculum writing supervision in the amount of \$10,000 to be charged to the ESSER II grant for the 2021/2022 school year.
6. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the Bill List from 10/28/2021 to 11/17/2021 in the amount of:

Warrants from 10/28/2021 – 11/17/2021	\$81,552.56
Payroll Register 10/29/2021	\$252,779.69
Payroll Register 11/15/2021	<u>\$232,799.67</u>
Total:	\$567,131.92

The Consent Agenda was withdrawn after Executive Session and re-presented.

X. REPRESENTATIVES

- Parent: Not in attendance
- Student: Not in attendance
- Teacher representative Mr. Syed spoke about raises. He said that staff and student moral is down, and it's the worse he's ever seen. Mr. Syed also commended Mr. Salek-Nejad on the in-school suspension room. Students who were misbehaving would be taken out of teachers' classrooms. Mr. Syed feels it is much better. He doesn't find himself wasting so much time on discipline. Cellphones and technology have been problems.
- Ms. Jamali mentioned that the school needs to have in-house Professional Development.

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XI. LEAD REPORT

Dr. Mario Barbiere presented information listed on the Lead Report
Enrollment as of 11/15/2021: 415

XII. PUBLIC COMMENTS

1. Mr. Hutchison has been working with Mr. Salek helping students with discipline issues. These students are together in one classroom with their chromebooks completing past due assignments instead of cutting class. This program has been successful in reducing suspension, reducing the demerits students have accumulated from cutting classes, and it gives teachers a break.
2. Mr. Sweatte – Technology Teacher and basketball coach said that practice for the basketball team is scheduled to start Monday with no assistant coach. He also said that there are two internal candidates who wish to coach but who haven't been interviewed.
3. Mr. Syed said that Mr. Hutchison needs to be respected and commended for how he handles the students with discipline issues.
4. Mr. Yard thanked everyone for the three years he has been at the school and made it clear that teachers need support. They also need social emotional learning. He will help his replacement as he has submitted his resignation.
5. Ms. Berberich – said that her 21st Century cooking program has been cut because of COVID.

XIII. COMMITTEE REPORTS

- Academic Excellence – Eloisa Hernandez- said that 12/9 is the next Academic Excellence meeting and that everything discussed this month at the AE meeting is on the agenda
- Human Resources and Recognition – Michelle Roman also said that the items discussed at the HR committee meeting is on the agenda
- Finance and Facilities – Joshua Bishop-Mbachu said that the audit would be completed next month; he talked about the budget update, and said that since the architect was not able to attend the meeting, we would not be making the final payment.
- Executive – Lisette Vilanova

XIV. 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.

Discussion Items:

RICE Notices, Personnel Matters

Attorney Client Privilege

Legal Updates

Motion: Angela Abreu; Second: Eloisa Hernandez

Voice Vote: All In Favor: 5; Any Opposed: 0

The Board went into Executive Session at 8:48 pm.

Motion: Michelle Roman; Second: Eloisa Hernandez

Voice Vote: All In Favor: 5; Any Opposed: 0

The Board came out of Executive Session at 10:48 pm.

The Board withdrew the Consent Agenda as there were some issues with the Consent Agenda that the Board resolved. Then the Consent Agenda was presented again.

XV. MOTIONS – Consent Agenda – PRESENTED for a SECOND TIME

The Interim Lead Person recommends the following items for approval:

Remove from Consent Agenda under Academic Excellence motion # 2, Human Resources and Recognition, motion # 5, and under Finance and Facilities, motions # 1, 4 & 6

Motion Items: Academic Excellence motions # 1, 3, & 4, Human Resources and Recognition motions # 1 – 4, and Finance and Facilities motions # 2, 3, 5.

Motion: Joshua Bishop-Mbachu, Second: Angel Abreu;

Roll Call Vote:

Lisette Vilanova Yes, Joshua Bishop Yes, Angelo Abreu Yes, Eloisa Hernandez Yes, Michelle Roman Yes

5 Yes; 0 Opposed; 0 Abstained

MOTIONS PASSED

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5. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the contract with MRDA for curriculum writing supervision in the amount of \$10,000 to be charged to the ESSER II grant for the 2021/2022 school year.

XVI. MOTIONS REMOVED FROM CONSENT AGENDA

FROM ACADEMIC EXCELLENCE

2. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve Frank Zalocki, Data consultant at a cost not to exceed \$10,000 to be funded through the ESSER grant.

MOTION WAS NOT MOVED

FROM HUMAN RESOURCES

5. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the attached list of activity facilitators for the 2021/2022 21st Century grant after school program through 6/30/2022 at a cost of \$40 per hour:

Last name	First name	Activity
Barber	Remee	The Brotherhood
Bushey	Nicholas	Chorus
Cannella	Nicole	Arts and Crafts
Critelli	Nick	Business Club
Dehnz	Jess	Haunted Hallway
Dino	Jim	Athletics
Frost	Doug	Audio-Visual Club
Genao	Ludys	Math ESL support

Gigl	Timothy	Strength Training
Hutchinson	Odane	Gaming
Jamali	Munira	S.A.T. Math Prep
Leonardo	Mabel	Girl Talk
Pak	Meltem	Dance
Padilla	Arkinis	Counseling Support
Rodriguez	Raquel	Fashion Design/Dance
Sweatte	David	Athletics
Syed	Saad	STEM
Williams	Abraham	Robotics
Puntiel	Pablo	Security
Rojas	Jeril	Security
Collazo	Diane	S.A.T. English Prep
Vide	Maria	Parent ESL Classes

Motion: Joshua Bishop-Mbachu, Second: Michelle Roman;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; Any Opposed 0; Any Abstained 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

FROM FINANCE AND FACILITIES

1a. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the **transfer of funds for July 2021:**

	From Account	To Account	Amount
1	11-190-100-610-000-047	11-000-218-500-000-068	
	General Supplies	Other Purch Services	200

	Transfer funds to cover the increased price of Naviance		
2	11-190-100-610-000-047	11-000-262-520-000-070	6,600
	General Supplies	Insurance - Property	
	Transfer funds to cover the increased cost of Insurance		
3	11-190-100-610-000-047	11-000-262-100-001-066	5,200
	General Supplies	Extra Comp-Custodian	
	Transfer funds to cover the cost of Extra pay for staff		
4	11-190-100-610-000-047	11-000-218-104-001-066	9,720
	General Supplies	Extra Comp-Guidance	
	Transfer funds to cover the cost of Extra pay for staff		
5	11-190-100-610-000-047	11-000-213-100-001-066	2,290
	General Supplies	Extra Comp-Nurse	
	Transfer funds to cover the cost of Extra pay for staff		
6	11-190-100-610-000-047	11-000-211-500-000-068	1,250
	General Supplies	Other Purch Svcs - Student Info	
	Transfer funds to cover the cost of upgrades to Realtime		
7	11-190-100-610-000-047	11-000-291-260-000-054	8,900
	General Supplies	Worker's Compensation	
	Transfer funds to cover the increased cost of Insurance		
8	11-190-100-610-000-047	11-000-230-332-000-055	4,000
	General Supplies	Audit Services	
	Transfer funds to cover the increased cost of the 2021 audit		

	Total of all transfers within fund 10 is:		38,160

Motion: Angelo Abreu, Second: Eloisa Hernandez;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; Any Opposed 0; Any Abstained 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

1b. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the **transfer of funds for August 2021** as per the attachment.

	From Account	To Account	Amount
1	20-450-200-200-000-100	20-450-100-101-000-100	1,189.98
	21st Century Benefits FY21	21st Century Teacher's Salary FY21	
2	20-450-100-600-000-100	20-450-100-101-000-100	374.69
	21st Century Instr Supp FY21	21st Century Teacher's Salary FY21	
3	20-450-100-300-000-100	20-450-100-101-000-100	990.00
	21st Cent. Purch Svcs Inst FY21	21st Century Teacher's Salary FY21	
4	20-450-200-600-000-100	20-450-100-101-000-100	1,133.88
	21st C Suppl & Mat Supp FY21	21st Century Teacher's Salary FY21	
5	20-450-200-600-000-100	20-450-200-100-000-100	4,479.18
	21st C Suppl & Mat Supp FY21	21st C Sal Supp FY21	
6	20-450-200-860-000-100	20-450-200-100-000-100	4,169.12
	21st C Other Fed. Expend FY21	21st C Sal Supp FY21	

7	20-450-200-860-000-100	20-450-200-300-000-100	3,139.88
	21st C Other Fed. Expend FY21	21st C Purch Tech Svcs FY21	
8	20-450-400-731-000-100	20-450-200-300-000-100	460.12
	21st C Other Fed. Expend FY21	21st C Purch Tech Svcs FY21	
	Total of all transfers within fund 20 is:		15,936.85

Motion: Angelo Abreu, Second: Michelle Roman;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; Any Opposed 0; Any Abstained 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

4. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve **Echelon Services LLC's**, HVAC proposal to provide **ventilation in the Nurse's Office** at 612 Amboy Ave. campus in the amount of \$28,940. Contracting work will be funded by the ESSER II grant.

Motion: Angelo Abreu, Second: Joshua Bishop-Mbachu;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; Any Opposed 0; Any Abstained 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

XVII. OTHER MOTIONS

1. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator **approve HEDI raises for the 2021/2022** school year.

Motion: Michelle Roman, Second: Joshua Bishop-Mbachu;

Roll Call Vote:

Lisette Vilanova Yes, Joshua Bishop Yes, Angelo Abreu Yes, Eloisa Hernandez Yes, Michelle Roman Yes

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

2. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the contract for SOS Multi-Media Group for the period from 11/1/2021 to 10/31/2022 to perform recruitment services for the school at a cost of \$2,000 per month to be paid in monthly installments.

MOTION WAS NOT MOVED

3. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the Final payments to JG Drywall on the Barclay renovation project in the amount of \$71,701.47.

MOTION WAS NOT MOVED

4. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve that the **HIB report** for students 24042 and 24070 was unfounded.

Motion: Joshua Bishop-Mbachu, Second: Angelo Abreu;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; Any Opposed 0; Any Abstained 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

5. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the transfer of funds for September 2021.

MOTION WAS NOT MOVED

6. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the Board Secretary's (A148) Report and Treasurer's (A149) Report, for the month ending September 30, 2021. Be it further resolved, that the Board of Trustees upon the recommendation of the School Business Administrator/Board Secretary, approve the certification of funds, pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of September 30, 2021 no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A16.10(a).

MOTION WAS NOT MOVED

7. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator **approve the Annual Charter School Fiscal Questionnaire** as amended to include a change to “not current” for the question about financials being current.

Motion: Joshua Bishop-Mbachu, Second: Angelo Abreu;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; Any Opposed 0; Any Abstained 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

8. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the amendment of the **IDEA-Basic grant for 2021/2022**.

Motion: Joshua Bishop-Mbachu, Second: Angelo Abreu;

After discussing the amendment, the Board members decided not to vote on this item as there was no supporting documentation provided.

MOTION WAS NOT VOTED ON

9. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the additional bill list through 11/17/2021 in the amount of \$80,952.85 for the 2 warrant lists total \$162,505.41.

MOTION WAS NOT MOVED

10. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the Business Office consultant Krystal Mosley to assist with Business office duties due to position vacancy at a rate of \$45 per hour until the hiring of appropriate staff subject to reference checks.

MOTION WAS NOT MOVED

11. Move that the board of trustees under the recommendation of the interim school lead administrator approve to conduct an investigation of personnel matter by Neurenburg and Verano at a rate of \$175 per hour at a cost not to exceed \$10,000. The hourly rate will be charged the same if the partners work in tandem during the investigation.

Motion: Joshua Bishop-Mbachu, Second: Angelo Abreu;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; Any Opposed 0; Any Abstained 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

12. Move that the board of trustees under the recommendation of the interim school lead administrator approve the exec committee to conduct the lead search process at a cost not to exceed \$15,000.

Motion: Joshua Bishop-Mbachu, **Second:** Angelo Abreu;

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; **Any Opposed** 0; **Any Abstained** 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

6. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve the amended Bill List from 10/28/2021 to 11/17/2021 in the amount of:

Warrants from 10/28/2021 – 11/17/2021	\$74,202.36
Payroll Register 10/29/2021	\$252,779.69
Payroll Register 11/15/2021	<u>\$232,799.67</u>
Total:	\$567,131.92

Motion: Angelo Abreu, **Second:** Joshua Bishop-Mbachu

Voice Vote:

All In Favor 5 Lisette Vilanova, Joshua Bishop, Angelo Abreu, Eloisa Hernandez, Michelle Roman; **Any Opposed** 0; **Any Abstained** 0

5 Yes; 0 Opposed; 0 Abstained

MOTION PASSED

XVI. PUBLIC COMMENTS

No public comments.

XVIII. ADJOURNMENT

The Board President entertained a motion to adjourn the meeting. Mr. Bishop- Mbachu made a motion to adjourn the meeting. Ms. Hernandez seconded the motion and the meeting was adjourned at 12:00 am.

Respectfully submitted

Gail Long
Board Secretary