



ACADEMY FOR URBAN LEADERSHIP
SPECIAL BOARD MEETING MINUTES
612 AMBOY AVE., PERTH AMBOY, NJ
Wednesday, August 10, 2022

I. The meeting was called to order at 6:56 pm and presided over by Mr. Bishop-Mbachu

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

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:

Joshua Bishop-Mbachu - President	Present	
Lisette Vilanova – Vice President	Present	Excused late; Arrived at 7:53 pm

Stephanie Pabon – Corporate Secretary	Present	Left at 8:05 pm
Elba Ceballo	Excused	
Eloisa Hernandez	Present	
Michelle Roman	Excused	
Saad Syed	Present	
<u>Additional Attendees:</u>		
Dr. Jeff White, Chief Lead Administrator	Present	
Dr. Jack Perna, Acting Per Diem Lead	Present	
Dr. Elizabeth Duran-Swinford - Principal	Present	
Ms. Tobi Knehr- Per Diem Administrator	Present	
Gail Long - BA/Board Secretary	Present	
Patricia Bombelyn - Board Attorney	Present	

V. APPROVAL OF MINUTES

Move that the Board of Trustees approve the regular meeting minutes from April 27, 2022.

Motion: Ms. Hernandez **Second:** Ms. Pabon **Voice Vote:**

All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed; **Abstained:** 0;
Opposed: 0

Motion Passed

Move that the Board of Trustees approve the special meeting minutes from May 12, 2022.

Motion: Ms. Hernandez **Second:** Ms. Pabon **Voice Vote:**

All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed; **Abstained:** 0;
Opposed: 0

Motion Passed

Move that the Board of Trustees approve the special meeting minutes from May 19, 2022.

Motion: Ms. Pabon **Second:** Mr. Syed **Voice Vote:**

All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed; **Abstained:** 0;
Opposed: 0

Motion Passed

VI. PUBLIC COMMENTS

Board President invites members of the public to present any comments to the Board (limited to 3 minutes)

VII. MOTIONS**Academic excellence**

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the Organizational Chart for 2022-2023.

Upon review, it was determined that the Organizational Chart was not ready at this time, so this motion was not voted on.

Tabled

2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the Professional Development Plan for the 2022-2023 school year.

Motion: Ms. Hernandez

Second: Mr. Syed

Voice Vote:

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

Human Resources and Recognition

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment for the 2022-2023 school year:

Candidate Name	Position Title	Campus	Salary /Stipend	Start Date
Grant Neary	Sports Director	Main Campus	\$10,000	08/10/2022

Motion: Ms. Pabon

Second: Mr. Syed

Voice Vote:

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment for the 2022-2023 school year:

Candidate Name	Position Title	Campus	Salary	Start Date
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Deana Scribner	Guidance Counselor	Main Campus	\$68,000	09/01/2022
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Motion: Ms. Pabon**Second: Mr. Syed****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

3. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment for the 2022-2023 school year:

Candidate name	Position Title	Campus	Salary	Start Date
Denine Hasan	Guidance Counselor	Main	\$73,000	09/01/2022

Motion: Ms. Pabon**Second: Mr. Syed****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

4. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment for the 2022-2023 school year:

Candidate name	Position Title	Campus	Salary	Start Date
Cathleen Stone Joseph	Dean of Academics	Main	\$90,000.00	09/01/2022 pending release from other accepted offer

Motion: Ms. Hernandez**Second: Ms. Pabon****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

5. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment for the 2022-2023 school year subject to holding a valid instructional certificate in good standing issued by the NJ State Board of Education:

Candidate Name	Position Title	Campus	Salary	Start Date
Kyle Reese	Social Studies Teacher	Barclay	\$53,000.00	09/01/2022

Motion: Ms. Hernandez**Second: Mr. Syed****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

6. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator amend the Human Resource motion # 15 on the July 27, 2022 Board Meeting, the following staff will have an early release date of:

Employee Name	Position Title	Date Submitted Resignation	Reason	Last Day of Work
Sara Elmejdoub	English Teacher	7/22/22	Maternity Leave Return Date	9/15/2022

Motion: Ms. Hernandez**Second: Mr. Syed****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

7. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following staff to work the 21st Century Summer program:

Employee Name	Position Title	Stipend
Rosann Berberich	Cooking Class Instructor	\$40.00/Hr.

Motion: Ms. Pabon**Second: Ms. Hernandez****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

8. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following job descriptions:

- i. Visual and/or Performing Arts Teacher
- ii. Dean of School Culture and Climate

Motion: Ms. Pabon

Second: Ms. Hernandez

Voice Vote:

Board members had questions about these job descriptions. They wanted to know more about the Visual and/or Performing Arts Teacher position as it was a new position.

Tabled

9. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following club/stipends for 2022-23:

Club/ Stipend:	Amount:
A/V Club Stipends	\$1,000
Cross Country	\$5,000
Key Club	\$2,000
Model UN	\$2,000

Motion was not Moved

10. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment for the 2022-2023 school year:

Candidate name	Position Title	Campus	Salary	Start Date
Tobi Knehr	Interim Administrator	Barclay	\$110,000	08/15/2022

Motion: Ms. Hernandez

Second: Mr. Syed

Roll Call Vote:

**Mr. Bishop-Mbachu: Yes, Ms. Pabon: Yes, Ms. Hernandez: Yes, Mr. Syed: Yes;
Approved: 4; Abstained: 0; Opposed: 0**

Motion Passed

11. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following FMLA leave:

Staff Name:	Position Title	Starting Leave	Anticipated return to work:
Aileen Velez	Administrative Assistant to Principal	8/18/2022	10/03/2022

Motion: Ms. Hernandez**Second: Mr. Syed****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Pabon, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

12. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the National CSI proposal to conduct a school security walkthrough of AULCS, both HS and Barclay campus, to note any security and safety gaps. Professional Development training will be offered based on the findings of the walkthrough for a cost not to exceed \$1,000.

Motion: Ms. Hernandez**Second: Ms. Vilanova****Voice Vote:**

All in Favor: 5: Mr. Bishop-Mbachu, Ms. Vilanova, Ms. Pabon, Ms. Hernandez, Mr. Syed; Abstained: 0; Opposed: 0

Motion Passed

VIII. 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:

Attorney Client Privilege

Student Disciplinary Hearing
Ongoing Litigation
Update on Current Investigation

Motion: Mr. Syed; Second: Ms. Hernandez
Voice Vote: All In Favor: 5; Opposed: 0

The Board went into Executive Session at 8:00 pm.

Motion: Ms. Vilanova; Second: Ms. Hernandez
Voice Vote: All In Favor: 4; Opposed: 0

The Board came out of Executive Session at 11:01 pm

IX. RECONVENE PUBLIC SESSION

13. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator amend HR resolution # 8 approved on 7/27/22 for Tobi Knehr to be paid as a Consultant. Ms. Knehr should be paid as a per diem employee from 7/11/22 – 8/12/22.

Motion: Ms. Hernandez Second: Mr. Syed

Roll Call Vote:

**Mr. Bishop-Mbachu: Yes, Ms. Vilanova: Yes, Ms. Hernandez: Yes, Mr. Syed: Yes;
Approved: 4; Abstained: 0; Opposed: 0**

Motion Passed

14. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator amend resolution # 5 in the Other Motions Section approved on 6/22/22 for Dr. Jack Perna to be paid as a Consultant. Dr. Perna, Per Diem should be paid as an employee.

Motion: Ms. Hernandez Second: Mr. Syed

Roll Call Vote:

**Mr. Bishop-Mbachu: Yes, Ms. Vilanova: Yes, Ms. Hernandez: Yes, Mr. Syed: Yes;
Approved: 4; Abstained: 0; Opposed: 0**

Motion Passed

15. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following Human Resources Department career fair attendance along with reimbursement for mileage funded by Title II:

Staff Name:	Event Date:	Event Name:	Cost:
Miriam Rodriguez, Lisa Alston	Thursday, 9/15/22	Rutgers 2022 Career Fair	\$340
Miriam Rodriguez, Lisa Alston	Thursday, 9/29/22	Rider University Fall 2022 Career Fair	\$100

Motion: Ms. Hernandez**Second: Mr. Syed****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Vilanova, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

16. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following Guidance Counselors work during summer 2022 from 8/15/22, to enter student roster data into the Realtime system not to exceed 20 hours per week at a rate of \$40.00 per hour:

Staff Name:	Position:	Rate:
Deana Scribner	Guidance Counselor	\$40.00 per hour
Denine Hasan	Guidance Counselor	\$40.00 per hour

Motion: Mr. Syed**Second: Ms. Hernandez****Voice Vote:**

**All in Favor: 4: Mr. Bishop-Mbachu, Ms. Vilanova, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0**

Motion Passed

Finance and Facilities

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve Barre & Company LLC to conduct the audit for the school year ending 6/30/2022 at a cost of \$25,000.

Motion: Ms. Hernandez**Second: Mr. Syed****Roll Call Vote:**

Joshua Bishop-Mbachu: Yes, Lisette Vilanova: Yes, Eloisa Hernandez: Yes, Saad Syed: Yes

4 Yes; 0 Opposed; 0 Abstained**Motion Passed**

2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the Educational Services Commission of NJ for Child Study Team Services for the 2022/2023 school year at an initial retainer fee in the amount of \$27,500 payable at the acceptance of the proposal. All CST services for the year will be paid from the IDEA Basic grant.

Motion: Ms. Hernandez

Second: Mr. Syed

Roll Call Vote:

Joshua Bishop-Mbachu: Yes, **Lisette Vilanova:** Yes, **Eloisa Hernandez:** Yes, **Saad Syed:** Yes

4 Yes; 0 Opposed; 0 Abstained

Motion Passed

IX. MOTIONS PREVIOUSLY TABLED

FROM AE:

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the Organizational Chart for 2022-2023.

Motion: Ms. Vilanova

Second: Mr. Syed

Roll Call Vote:

Joshua Bishop-Mbachu: Yes, **Lisette Vilanova:** Yes, **Eloisa Hernandez:** Yes, **Saad Syed:** Yes

4 Yes; 0 Opposed; 0 Abstained

Motion Passed

FROM HR:

8. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following job descriptions:
 - i. Visual and/or Performing Arts Teacher
 - ii. Dean of School Culture and Climate

Motion: Ms. Hernandez

Second: Mr. Syed

Voice Vote:

All in Favor: 4: Mr. Bishop-Mbachu, Ms. Vilanova, Ms. Hernandez, Mr. Syed;
Abstained: 0; Opposed: 0

Motion Passed

X. OTHER MOTIONS

1. Hereby resolved as to the disciplinary hearing conducted this evening in closed session, that the allegations against the student J.S. in fact occurred as alleged, and the student shall be subject to the following discipline: prior to August 26, 2022, the student shall engage in credit recovery via APEX of all credits required to move to 9th grade; the student shall submit to a psychological evaluation with a mental health professional selected by and paid for by the school, who shall receive copy of the students' disciplinary and academic record, and the findings of the Board of Trustees in this disciplinary proceeding subject to a finding that the student does not present a danger or threat to himself or others, and his completion of the credits, J.S. may return to school, on condition that he participate in one on one counseling as assigned by Dr. White; his parents arrange and pay for monthly counseling and release the counselor to speak to the school counselor; the student complete 20 hours of community service in the first three months back to school in addition to any other community service required, the student mandatorily participate daily in the 3-4 hour and 21st Century, the student check in with Dr. White daily, and the student shall be on notice that his book bag will be subject to random searches.

Motion: Ms. Hernandez

Second: Mr. Syed

Roll Call Vote:

Joshua Bishop-Mbachu: Yes, Lisette Vilanova: Yes, Eloisa Hernandez: Yes, Saad Syed: Yes

4 Yes; 0 Opposed; 0 Abstained

Motion Passed

XI. PUBLIC COMMENTS

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

XII. ADJOURNMENT

The Board President entertained a motion to adjourn the meeting. Ms. Vilanova made a motion to adjourn the meeting. Ms. Hernandez seconded the motion and the meeting was adjourned at 11:22 pm.

Respectfully submitted,

Gail Long
Board Secretary