



ACADEMY FOR URBAN LEADERSHIP
REGULAR BOARD MEETING AGENDA
612 AMBOY AVE., PERTH AMBOY, NJ
Wednesday, September 28, 2022
6:30 PM

I. CALL TO ORDER

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
Lisette Vilanova – Vice President
Stephanie Pabon – Corporate Secretary

Elba Ceballo
Eloisa Hernandez
Michelle Roman
Saad Syed

Additional Attendees:

Dr. Jeff White – Chief Lead Administrator
Dr. Elizabeth Duran Swinford - Principal
Ms. Tobi Knehr- Interim Administrator
Ms. Gail Long - BA/Board Secretary
Ms. Patricia Bombelyn - Board Attorney

V. APPROVAL OF MINUTES

Move that the Board of Trustees approve the special meeting minutes from June 7, 2022.

Move that the Board of Trustees approve the special meeting minutes from June 15, 2022.

Move that the Board of Trustees approve the Annual Organization meeting minutes from June 29, 2022.

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

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

Move that the Board of Trustees approve the special meeting minutes from August 10, 2022

Move that the Board of Trustees approve the regular meeting minutes from August 24, 2022

VI. CORRESPONDENCE

VII. PUBLIC COMMENTS

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

VIII. PRESENTATIONS

NJSLA 2021-2022 Presentation (30 Minutes including Questions and Answers)

IX. RECOGNITION –

X. REPRESENTATIVES

Parent Representative –
Tereza Nunez, Jera Thomas, & Margarita Feliciano
Teacher Representative
Student Representative – Audrick Franco

XI. CHIEF LEAD ADMINISTRATOR'S REPORT

XII. PUBLIC COMMENTS

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

XIII. COMMITTEE REPORTS

- Academic Excellence – Eloisa Hernandez
- Human Resources and Recognition – Michelle Roman
- Finance and Facilities – Lisette Vilanova
- Executive – Joshua Bishop-Mbachu

XIV. MOTIONS – Consent Agenda

The Chief Lead Administrator recommends the following items for approval:

Academic Excellence

1. Move that the Board of Trustees approve submission of the AULCS Virtual Learning Plan for the 2022-2023 school year and the attached attestation.
2. Move that the Board of Trustees approve submission of the AULCS School Safety and Security Plan for the 2022-2023 school year.
3. Move that the Board of Trustees accept receipt of the Spring of 2022 New Jersey Student Learning Assessment (NJSLA) scores for AULCS students.
4. Move that the Board of Trustees approve the following Professional Development:

Staff	Position	PD	Date	Cost
Lynn Bulluck	Security Guard	Middlesex Prosecutor's Office's Parkland, Florida Case Study Conference	10/24/22	No cost
Nabaneeta Mukherjee	Science Teacher	NJ Science Convention in Princeton, NJ	10/18 & 10/19/22	\$300
Blanca Blanco	Report Specialist & Project Director for 21 st CCLC grant	21 st CCLC New Grantee Orientation	10/5/22	No cost

5. Move that the Board of Trustees approve the following Professional Development:

Attendee	Affiliation	PD	Date	Cost
Lisette Vilanova	VP of Board of Trustees	25 th Anniversary Charter School Gala sponsored by NJPCSA at the Hyatt Regency in New Brunswick, NJ	10/26/22	\$300

6. Move that the Board of Trustees approve the addition of “Financial Accounting” (ACC 101) for our Dual Enrollment program with Middlesex College for the 2022-2023 school year.
7. Move that the Board of Trustees approve the Memorandum of Understanding for Dual Enrollment of AULCS students at Middlesex College for the 2022-2023 school year at a cost of \$125 per course.

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	Start Date
Pratima Roy	Science Teacher	High School	\$63,000.00	10/03/2022

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
Luis Cartegena	Security Officer	Main	\$42,000	10/03/2022

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:

Home Instructors
Nabaneeta Murkerjee
Kelly Enny
Munira Jamali
Rose Ann Berberich

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	Anticipated Start Date
Olivia Garcia	Bi-Lingual Paraprofessional	Main	\$32,000	10/17/2022

5. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the attached new 21st Century Program job title Job Description:

Position Title
Student Government Activity Leader
Future Business Leaders Club Activity Leader
Model UN Activity Leader
Key Club Activity Leader
Cross Country Activity Leader
Performing Arts Club Activity Leader
Readers are Leaders Activity Leader
Environmental Club Activity Leader
Future Medical Professional Club Activity Leader
Movement Matters Club Activity Leader
Foreign Language Club Activity Leader

Girl Talk Club Leader Activity Leader
Better Together Club Activity Leader
Culinary Club
Gaming Cub
Arts & Crafts Club
SAT Prep
Robotics/ 3D Printing Club
Journalism/Photography Club
STEM Enrichment
Board Games Club Activity Leader
Survival Skills Club Activity Leader

6. Move that the Board of Trustee under the recommendation of the Chief Lead Administrator approve the following 21st Century Assumption School positions/job descriptions for 2022-2023.

Position Title
Sewing Club
Culinary Club
Gaming Club
Math Club
Coding Club
Arts & Crafts Club
Performing Arts Club
Stem Club
Lego Club
Youth Helper

Financial Literacy
Sports Coach
History Club
Reading Club

7. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the 21st Century Assumption 2022 Summer School Youth Helper.

Christopher Curras	Youth Helper	\$15.00/hour for a total \$1,425.00
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8. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the attached Description:

Position Title
Part-time Bookkeeper

9. Move that the Board of Trustee under the recommendation of the Chief Lead Administrator approve the following 2022-2023 High School Stipend positions to be paid from the General Fund:

Position Title
Fashion Show Coordinator
Audio Visual Club

10. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the retroactive appointment of the following Delta-T substitute for the 2021-2022 Saturday School Program funded by ESSER II at a rate of \$40 per hour.

Khalilah Selby	Delta T Sub	\$40/ hour for a total of \$960.00
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11. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the School District Mentoring Plan for 2022-2023.

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

Candidate Name	Position Title	Campus	Salary	Start Date
Solanyi Pena	Student Recruitment Specialist & Admissions Coordinator	Main	\$45,000	10/03/2022

13. Move that the Board of Trustees approve the following applicants for the 2022-2023 Sports Program:

Name	Position
Samuel Kalnell	Head Girls Basketball Coach
Nathaniel Higgins	Head Boys Basketball Coach

14. Move that the Board of Trustees under the recommendation of the Lead Administrator approve the following applicants for the 21st Century Program Assumption School beginning October 3, 2022.

Name	Position
Jaimie Bielak	Arts & Crafts Club
Danielle Drayton	Financial Literacy
Dena Florez	Culinary Club
Roxana Garcia	Math Club
Anna Maria Kukuza	Arts & Crafts Club
Allison Laffrey	Gaming Club
Anna Lawrence	Performing Arts
James Loiacono	Sports Coach / History Club
Dara Lombardi	Lego Club
Mary Pickering	Culinary Club
Samantha Shumny	STEM Enrichment
Kelly Troche	Arts & Crafts Club
Lissette Shumny	Site Coordinator for ACS
Apryl Coffman	Youth Helper
Cassandra Shumny	Youth Helper

15. Move that the Board of Trustees under the recommendation of the Lead Administrator approve the following applicants for the 21st Century Program AULCS beginning October 3, 2022.

Name	Position
Bernadette Gioia	Site Coordinator- AUL
Kelly Howlett	Data Clerk
Susan Komosinski	Gaming Club
Abraham Williams	Robotics Club
Rose Ann Berberich	Culinary Club
Nick Critelli	Future Business Leaders
Jim Dino	Movement Matters
Meltem Pak	SAT Prep- Math, Board Games
Jess Dehnz	SAT Prep/ Homework Help
Kelly Enny	Foreign Language/ Model UN
Maria Vide	Foreign Language
Raquel Rodriguez	Arts & Crafts
Brandon Bongart	Survival Skills
Marcos Vasquez	Performing Arts
Sherrell Johnson	Dance
James Maloney	STEM
Victoria Suarez	Movement Matters- HS
Daphne Martinez	Student Government, Movement Matters
Mabel Leonardo	Girl Talk- Barclay
Patricia Neal	Culinary Club, Gaming Club- Barclay
Susan Speicker	Arts & Crafts Barclay
Robert Hagan	Readers are Leaders- Barclay
Samuel Kalnell	Board Games- Barclay
Carmen Vega	Movement Matters- Barclay
Antonio Leonardo	Robotics- Barclay
Marlene Hernandez	Photography- Barclay

16. Move that the Board of Trustees under the recommendation of the Lead Administrator approve the Professional Development:

Employee Name	Date	PD	Cost
Miriam Rodriguez, HR Generalist	10/11/2022	Strauss Esmay Associates, LLP New Jersey Family Leave & Federal Family and Medical Leave Act Program	\$125.00

17. Move the Board of Trustees under the recommendation of the Lead Administrator approve the annual membership:

Employee Name	Description	Cost
Miriam Rodriguez HR Generalist	NJSBA Personnel Administrators Association	\$499.00

18. Move the Board of Trustees under the recommendation of the Lead Administrator approve the transfer of Math Teacher, Olga Zarifyan to the Barclay Campus.

Finance and Facilities

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the transfer of funds for June 2022 – attached as Addendum A
2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the Board Secretary's (A148) Report and Treasurer's (A149) Report, for the month ending June 30, 2022. 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 June 30, 2022 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 Chief Lead Administrator approve the Bill List for the period from 8/25/22 – 9/28/22

Payroll 8/30/22	\$125,136.10
Warrants	<u>\$167,475.61</u>
Subtotal	\$292,611.71

Payroll 9/15/22	<u>\$216,336.35</u>
Total:	\$ 508,948.06

4. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve additional advertiser agreements with Outfront Media for additional billboards for student and staff recruitment 10/2022 – 6/30/23 at a cost of \$28,170 to be paid for from ESSER II funds.
5. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following staff members to be charged to the federal grants for the 2022/2023 school year.

Staff	Position	Title I	General Fund	ESSER II	ESSER III	IDEA Basic
Raquel Rodriguez	Bilingual Paraprofessional	100%				
Lanny Morales	Bilingual Paraprofessional	100%				
Meltem Pak	Paraprofessional	100%				
Robert Hagan	English Teacher	45%	55%			
Olivia Garcia	Bilingual Paraprofessional	100%				
Olga Zarifyan	Math Teacher	25%	75%			
Deana Scrbner	Counselor			100%		
Cathleen Stone Joseph	Dean of Academics				100%	
Patricia Neal	Paraprofessional					100%
Nathaniel Higgins	Dean of School Culture & Climate				100%	

6. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the use of Sub Teacher Source for substitute teachers, Special Ed and Paraprofessionals – at a daily cost of \$350; not to exceed \$40,000.

EXECUTIVE TEAM

- Move that the Board of Trustees approve the first reading for the following Policies:
 - P0143.2 HS Student Representative to the Board of Education
 - P0163 Quorum
 - P1511 Board of Education Website Accessibility

2. Move that the Board of Trustees approve the attached revised AULCS Organizational Chart for the 2022-2023 school year

XV. 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 Notice

Attorney-Client Privilege

XVI. OTHER MOTIONS

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the 2nd Bill List.

Warrants	\$318,509.07
Student Activity	<u>3,887.50</u>
Total	\$322,396.57

2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the continuation of APEX Learning from 10/19/22 to 10/18/2023 to be used for credit recovery at a cost of \$60,000 to be paid for from ESSER II.
3. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the one- time payment to PSN for two (2) vacation days (retro from SY 2021-2022) at a rate of \$493.63 to total \$987. 26.
4. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve contracting with Monmouth-Ocean Educational Services Commission (MOESC) for Speech services for the 2022/2023 school year at a cost of \$125 per hour.
5. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the school to be a member of the New Jersey State Interscholastic Athletic Association (NJSIAA) for the 2022/2023 school year and to pay annual dues in the amount of \$2,500.00
6. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the proposal for snow removal from Novakowski Landscaping Inc for the period from 11/15/22 to 4/15/23 for an amount not to exceed \$14,000

7. Move that the Board of Trustees under the recommendation of the Chief Lead approve the following Professional Development:

Staff	Position	PD	Date	Cost
Susan Spiecker	Art Teacher	"Together in Art, AENJ Conference 22 sponsored by Art Educators of NJ at the Ocean Place Resort & Spa in Long Branch, NJ	10/13 & 10/14/22	\$200

8. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following field trip for the AUL Founder's Day Assembly:

Date of Trip	Location	# of Students/ Staff	Responsible Person	.Cost
10/11/22	AULCS Main Campus 612 Amboy Ave. from Barclay campus	40 8 th grade students/ 4 chaperones	Dr. White	Bus Transportation \$425.00

9. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the submission of an application to secure IDEA 21CCLC Supplementary funds from the NJDOE in the amount of \$35,000 to provide additional academic services for 16 special education students after school and during the summer.

XVII. PUBLIC COMMENTS

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

XVIII. ADJOURNMENT

Addendum A

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-262-100-000-066 Salaries - Custodian	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	711.00
06/30/22	11-000-211-173-000-053 Sal-Fam Liais/Comm ParInvSpec	11-000-230-199-000-054 Unused Vac Pay-Term/Ret Staff	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	15,020.00
06/30/22	11-000-211-173-000-053 Sal-Fam Liais/Comm ParInvSpec	11-190-100-320-000-045 Purch Prof/Tech Svs (Subs)	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	8,125.00
06/30/22	11-000-211-173-000-053 Sal-Fam Liais/Comm ParInvSpec	11-000-291-200-000-054 Total Benefits Costs	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	6,313.00
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-291-200-000-054 Total Benefits Costs	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	6,337.00
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-211-100-000-053 Salaries - Clerical	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	2,090.00
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-218-104-000-066 Sal - Guidance	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	9,535.00
06/30/22	11-000-266-500-000-068 Other Purchase Service	11-000-262-620-000-074 Energy Costs	Board Approved 09/28/22 To trans funds to cover the cost of 2022 invoices that came in late & rent adjustment	13,268.02
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-262-620-000-074 Energy Costs	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	11,000.00
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-266-100-000-066 Salaries - Security	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	640.00
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-266-100-001-066 Extra Comp - Security	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	2,600.00
06/30/22	11-000-291-270-000-054 Health Benefits	11-000-270-512-000-072 Transportation	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	5,510.00
6/30/22	11-000-266-610-000-071 General Supplies	11-190-100-320-000-045 Purch Prof/Tech Svs (Subs)	Board Approved 09/28/22 To trans funds to cover the cost of 2022 invoices that came in late & rent adjustment	5,500.00
6/30/22	11-000-266-610-000-071 General Supplies	11-000-262-441-000-069 Rental of Land & Bldgs	Board Approved 09/28/22 To trans funds to cover the cost of 2022 invoices that came in late & rent adjustment	1,800.00
6/30/22	11-000-266-610-000-071 General Supplies	11-000-262-620-000-074 Energy Costs	Board Approved 09/28/22 To trans funds to cover the cost of 2022 invoices that came in late & rent adjustment	10,731.98
5/30/22	11-000-291-270-000-054 Health Benefits	11-000-211-100-001-053 Extra Comp Clerical (Att/Disc)	Board Approved 08/24/22 To transfer funds to cover over-expended accounts	420.00

The total of all transfers within fund 10 is:				99,601.00
<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
06/30/22	20-451-200-500-000-100 21CCLC Prof Tech Srves-Support	20-451-100-101-000-100 21CCLC Salaries of Teachers	Board Approved 08/24/22 Trans funds to cover cost of instructional salaries on IDEA thru 6/30/22	10,000.00
06/30/22	20-250-100-100-000-097 IDEA Salaries	20-250-200-200-000-097 Benefits	Board Approved 08/24/22 Trans funds to cover cost of health benefits which exceed budget for PNeal	199.14
The total of all transfers within fund 20 is:				10,199.14