



ACADEMY FOR URBAN LEADERSHIP
REGULAR BOARD MEETING AGENDA
612 AMBOY AVE. PERTH AMBOY, NJ
Wednesday, January 25, 2023
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:

Mr. Joshua Bishop-Mbachu - President
Ms. Lisette Vilanova – Vice President
Ms. Stephanie Pabon – Corporate Secretary
Ms. Elba Ceballo
Ms. Eloisa Hernandez
Ms. Michelle Roman
Mr. Saad Syed

Additional Attendees:

Dr. Jeff White – Chief Lead Administrator
Ms. Gail Long – BA/Board Secretary
Ms. Tobi Knehr- Interim Administrator
Mr. Nathaniel Higgins - Dean of Culture of Climate
Ms. Patricia Bombelyn - Board Attorney

V. APPROVAL OF MINUTES

Move that the Board of Trustees approve the regular meeting minutes from September 28, 2022.

Move that the Board of Trustees approve the special meeting minutes from October 13, 2022.

Move that the Board of Trustees approve the regular meeting minutes from October 25, 2022.

Move that the Board of Trustees approve the regular meeting minutes from November 30, 2022.

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

VI. CORRESPONDENCE

Letter from the State of New Jersey: Collaborative Federal Monitoring Review.

Letter from Perth Amboy's Green Team - Thanking AULCS for the invitation to be part of the Academy for Urban Leadership Charter School's Farm to School Coordinating Committee.

Email Communication from Office of Supplemental Educational Programs *New!* Annual School Plan (ASP) Amendment Process.

VII. REPRESENTATIVES (Approximately 3-5 Minutes Each)

- a. Parent Representative -
- b. Teacher Representative –
- c. Student Representative –

VIII. PUBLIC COMMENTS

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

IX. PRESENTATIONS (Approximately 10 Minutes)

There are not any formal presentations for this meeting.

X. RECOGNITION

Ms. Blanca Blanco, 21st Century Program Director, as per the below communication from the NJDOE (January 13, 2023).

The New Jersey Department of Education has reviewed the Program Activity Reporting System attendance data submitted by your agency for your 21st CCLC program. Based upon the data entered, you have met the level of service identified in your 2022 -2023 approved application.

XI. CHIEF LEAD ADMINISTRATOR’S REPORT**XII. COMMITTEE REPORTS**

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

XIII. MOTIONS – Consent Agenda

The Chief Lead Administrator recommends the following items for approval:

Academic Excellence

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following field trips:

Location	Date	# of Students/Staff	Responsible Person	Cost
Camden Adventure Aquarium	February 9, 2023	130 Assumption Catholic School students from the 21 st Century afterschool program; grades 3 – 8 and 13 chaperones	Lisette Shumny, Principal of Assumption School	\$2291.90 Admission: \$2700.00 buses, Total Cost \$4,991.90 (Funding Source: 21st Century Grant)
Youth Wellness Summit at Middlesex College, Edison, NJ	March 14, 2023	8 students and 2 chaperones	Kelly Howlett	\$350 Bus Transportation to be funded from the General Fund
College Tour to Fairleigh Dickinson College with their Latino Promise Program in Florham Park, NJ	February 15, 2023	20 student applicants and 2 chaperones	Kelly Howlett	\$900 bus transportation from the General fund
University Day college fair at Perth Amboy Public Library	April 3, 2023	58 students and 6 chaperones	Kelly Howlett	\$350 bus transportation from the General Fund

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

PD	Staff	Date	Cost
EOF Counselors Program at Monmouth University, in West Long Branch, NJ	Kelly Howlett, Counselor	February 3, 2023	No Cost
CPR/AED training from Talent Stock at AUL's main campus	David Hannan, Cara DePeri, Miriam Rodriguez, Jeriel Rojas, Tobi Knehr, Emma Stark, and Claudia DeJesus	January 27, 2023	Cost \$45 per person. Total cost \$315.00 funded from General Fund

3. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the revision to the SY 2022-2023 to accommodate a full-day of Professional Development for AUL staff on Wednesday, March 22, 2023 (no school for students).

Human Resources and Recognition

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment:

Employee Name	Position Title	Rate	Start Date
Ariana Sena	Building Based Substitute Teacher	\$200/day	January 26, 2023

2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the revised job description:

Position	Revision
Building Based Substitute Teacher	Add Single Health Coverage Only

3. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment to a stipend position for the 2022/2023 school year:

Club Stipend Position:				
Name	Position	Stipend:	Funded By	When Payable
Emma Stark	National Junior Honor Society (Barclay Campus Only)	\$750.00	General Fund	June 2023

4. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointments for the Saturday Academy at the hourly rate indicated below to be funded by ARP ESSER III:

Saturday Academy Staffing		
Name	Position	Rate
Maria Vide	Core Teacher	\$40.00
Kelly Enny	Core Teacher	\$40.00
Jess Dehnz	Special Education Teacher	\$40.00

Lanny Morales	Paraprofessional	\$40.00
Meltem Pak	Paraprofessional	\$40.00
Susan Komosinski	Nurse	\$40.00
Ada Pineiro	Nurse (Substitute)	\$40.00
Maria Sena	Attendance Officer	\$30.00
Hiamna Sosa	Custodian	\$30.00
Jeriel Rojas	Security	\$30.00
Mabel Leonardo	Lead Teacher	\$50.00

5. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following separation for the 2022/2023 school year:

Name	Title	Reason	Effective Date
Cathleen Stone Joseph	Dean of Academics	Resignation	3/10/2023

6. Move that the Board of Trustees under the recommendation of the Lead Administrator approve the revised Bookkeeper job description.
7. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following stipends for the Middle School (Barclay Campus) for SY 2022-2023.

Name	Position	Stipend	Funding Source	When Payable
Roseanne Berberich	PLC Coordinator Middle School	\$2,500	General Funds	6/2023
Munira Jamali	Data Coach Middle School	\$2,500	General Funds	6/2023

8. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the hiring of Dr. Jack Perna as an independent contractor to serve as Substitute Administrator. Start date available upon approval through 6/30/2023 at a rate of \$900 per day. No vacation days, no health benefits or travel time will be incurred. Dr. Perna to serve only on days when the CSA determines the need due to absences of Administrators or in other circumstances deemed essential by the CSA.

9. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment for Spring Sports 2023:

Name	Position	Stipend
Edwin Santana	Head Softball Coach	\$7,500

Finance and Facilities

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the Bill List for the period from 12/22/22 – 1/25/23

Payroll 12/23/2022	\$237,200.97
Payroll 1/13/2023	\$224,947.65
Warrants	<u>\$200,739.60</u>

Total: \$662,888.22

2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve transfer of funds for July 2022 as per attached.
3. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve transfer of funds for September 2022.

From	To	Comments	Amount
11-204-100-610-000-047 Special Ed Supplies	11-000-262-107-000-066 Food Service Salaries	Fund Food Workers from General Fund	\$5,000
11-190-100-610-000-047 Instructional Supplies	11-000-262-107-000-066 Food Service Salaries	Fund Food Workers from General Fund	\$45,000
11-190-100-610-000-047 Instructional Supplies	11-000-218-500-000-068 Guidance Dept. Other Purch	Price incr-Naviance	\$200
11-190-100-610-000-047 Instructional Supplies	11-000-230-610-000-058 Administrative Supplies	Supplies & furniture	\$10,000

4. 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 July 31, 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 July 31, 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).

5. 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 August 31, 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 August 31, 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).
6. 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 September 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 September 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).
7. 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 October 31, 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 October 31, 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).
8. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve AUL to utilize the Certified Staffing Services RFP # ESCNJ 20/21-20 effective through 8/27/23 awarded to Delta T for Substitute Teachers at a rate of \$39.60 per hour.
9. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the use of the Custom Coach Bus for athletics for the remainder of the basketball season at a cost of \$5,560.00
10. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve an additional \$5,000 to Barre and Co., external auditors for the 6/30/22 audit as a result of GASB-87 to a total cost of \$30,000.

EXECUTIVE TEAM

No new policies discussed in committee

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:

1. Attorney-Client Privilege
2. Personnel
3. Due Process Hearing
4. School Business Administrator Search
5. Kelly vs. AUL

XV. OTHER MOTIONS

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the prom scheduled for Thursday May 25, 2023 at Lake Chateau Banquets in Woodbridge, NJ at a cost of \$7,200.00 to be funded from the Student Activity Fund and the General Fund. -
2. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the first reading of the following Policy:

P5511
Dressing and Grooming
3. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the following appointment to be paid at \$40 per hour:

21st CCLC - Assumption School		
Name	Position	Location

Edgar Troche	Sports Coach	Assumption
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4. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the additional bill list:

Warrants 9591 to 9615	\$81,248.11
Food Service	17,837.15
Student Activity	280.33
Payroll (Mentor check)	466.62
Total	\$99,832.21
5. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator amend the following field trip approved 12/22/22 to Camden Adventure Aquarium 1/21/23. Amendment will replace the bus with Dapper Bus for \$575 each: Total bus cost \$1,150.
6. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator approve the The Madison Institute (TMI) Professional Development contract for two days of on-site Professional Development at a cost not to exceed \$5,500.00 for SY 2022-2023 (***previously approved at the cost of \$4,500.00 at the November 30, 2022 Board Meeting and now using ESEA Funds***). The additional costs are for additional trainers from TMI. The dates of the Professional Development would be March 22, 2023 and June 26, 2023.
7. Move that the Board of Trustees approve the recommendation of the Chief Lead Administrator approve funding Jamie Luongo, Paraprofessional from Title I
8. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator award a contract based on RFP 23-02 for Substitutes Staffing to the following vendor at a per diem rate of
9. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the amendment of the ESEA 2023 grants to allocate the carryover.
10. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the purchase of Student Recruitment Mailers at a cost not to exceed \$10,000.00 with Taradel, LLC (General Funds).
11. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve the attached transfer of funds for October 2022

XVI. PUBLIC COMMENTS

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

XVII. ADJOURNMENT