



ACADEMY FOR URBAN LEADERSHIP
REGULAR BOARD MEETING AGENDA MINUTES
612 AMBOY AVE. PERTH AMBOY, NJ
Wednesday, March 29, 2023
6:30 PM

The meeting was called to order at 6:41pm and presided over by Mr. Bishop-Mbachu.

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 - Present
Ms. Lisette Vilanova – Vice President - Present
Vacancy – Corporate Secretary
Ms. Elba Ceballo - Present
Ms. Eloisa Hernandez - Excused
Ms. Michelle Roman - Present (L 7:43PM)
Mr. Saad Syed - Present

Additional Attendees:

Dr. Jeff White – Chief Lead Administrator - Present
Ms. Joyel Furges - Principal - Present
Ms. Tobi Knehr- Interim School Administrator - Present
Mr. Nathaniel Higgins - Dean of Culture of Climate - Excused
Ms. Bernadette Pinto – Interim BA/Board Secretary - Present
Ms. Patricia Bombelyn - Board Attorney - Excused

V. APPROVAL OF MINUTES

1. Move that the Board of Trustees approve the regular meeting minutes from February 22, 2023.

Motion: Ms. Vilanova **Second:** Mr. Syed

**All in Favor: 4: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Mr. Syed; Abstained: 0;
Opposed: 0 Motion Passed**

2. Move that the Board of Trustees approve the special meeting minutes from March 7, 2023.

Motion: Ms. Vilanova **Second:** Ms. Ceballo

**All in Favor: 4: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Mr. Syed; Abstained: 0;
Opposed: 0 Motion Passed**

3. Move that the Board of Trustees approve the special meeting minutes from March 21, 2023.

Motion: Ms. Vilanova **Second:** Mr. Syed

**All in Favor: 4: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Mr. Syed; Abstained: 0;
Opposed: 0 Motion Passed**

VI. CORRESPONDENCE

1. Correspondence from Lisa Garland, Auditor - NJ Department of Agriculture Division of Food and Nutrition.
2. Updated List of Revoked and Suspended Certificates.

VII. REPRESENTATIVES (Approximately 3-5 Minutes Each)

- a. Parent Representative - Barbie Olmos (Barclay Campus Parent)
- b. Teacher Representative – Emma Stark (Barclay Campus Parent)
- c. Student Representative – Audrick Franco

VIII. PUBLIC COMMENTS

The Board President invites members of the public to present any comments to the Board (limited to 3 minutes). - No comments for the public portion.

IX. PRESENTATIONS (Approximately 10 Minutes)

- a. Benchmark Data Presentation - Mrs. Berberich and Mrs. Jamali
- b. FY22 AMR / ACFR & CAP - Mrs. Pinto
- c. FY24 Budget Presentation - Mrs. Pinto

X. RECOGNITION

Students and AUL Staff - Middlesex County Teen Arts Festival

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 21st Century Assumption Catholic School field trip:

Location	Date	# of Students/Staff	Responsible Person	Cost
GlassRoots in Newark, NJ to participate in a STEAM activity.	April 4, 2023 (Group 1) April 5, 2023 (Group 2)	Total 78 Students/4 Chaperones per day Group 1 - 38 Students (Grades 5 and 8) Group 2 - 40 Students (Grades 6 and 7)	Blanca Blanco/Lisette Shumny	At a cost not to exceed \$3,000.00 / Trip Fees: \$1,950.00 and Transportation Fees: \$1,050.00 (21st Century Grant Funding).

Motion: Ms. Vilanova**Second: Ms. Roman****All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 Professional Development:

Professional Development	Staff Member(s)	Date	Cost
Children and Teens Exposed to DV (Virtual Training)	Emma Stark	April 20, 2023	No cost to AUL
CPR / AED / First Aid Certification Training and Two Year Emergency Care and Safety Institute Certifications	12 Month Employees (35 staff members)	June 26, 2023	\$45.00 / per staff member at a total cost not to exceed \$1,575.00 (Title II Funds)
NJCU Driver Education (On-Line Course)	David Hannan / AUL PE - Health Teacher	May 1, 2023	At a total cost not to exceed \$1,348.50 (Title II Funds)

Motion: Ms. Vilanova**Second: Ms. Roman****All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 submission of an NDJOE grant application, in the amount of \$6,600.00, to support locally focused climate awareness initiatives that design, demonstrate, and/or deploy climate awareness education curricula, activities, practices, or strategies based on the New Jersey Student Learning Standards (NJSLS) and that connect the local, regional, and global implications of climate change with the lives of students beginning April 1, 2023 to June 30, 2023.

Motion: Ms. Vilanova**Second: Ms. Roman**

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 contract with Middlesex County College as the venue for the AUL 12th Grade Graduation Ceremony on June 22, 2023 from 6 PM to 8 PM at a cost not to exceed \$3,500.00 (General Funds).

Motion: Ms. Vilanova **Second: Ms. Roman**

**All in Favor: 5; Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 Greatness Is A Whisper Assembly Speech by the Redmond Inspiration Group LLC on May 19, 2023 for Grades 7 and 8 students and staff at a cost not to exceed \$500.00 (ESSER II Funds).

Motion: Ms. Vilanova **Second: Ms. Roman**

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, Mr. Syed;
Abstained: 0; Opposed: 0 Motion Passed**

6. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the SY 2023-2024 School Calendar.

Motion: Ms. Vilanova **Second: Ms. Roman**

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 boys and girls baseball and softball schedules for the 2022/2023 school year.

Motion: Ms. Vilanova **Second: Ms. Roman**

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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:

Candidate Name	Position Title	Salary	Start Date
Edgar Leonardo	Full-Time Bookkeeper (12 Months)	\$52,500.00 (Prorated-General Funds)	April 3, 2023

Motion: Ms. Vilanova**Second: Ms. Roman**

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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:

Candidate Name	Position Title	Daily Substitute Rate	Start Date
Lesly Quesada	Building Based Substitute Teacher	\$200.00 / per day including single base medical coverage funded through ESSER II.	Anticipated Start Date April 3, 2023
Ariana Sena	Building Based Substitute Teacher	\$200.00 / per day through ESSER II retroactive to January 26, 2023.	Start Date January 26, 2023

Motion: Ms. Vilanova**Second: Ms. Roman**

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 previously approved by the AUL Executive Committee:

Candidate Name	Position Title	Stipend	Start Date
Nathaniel Higgins	Sports Director	\$5,000.00 (General Funds)	Retroactive Start Date March 1, 2023

4. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the following staff separation:

Name	Position Title	Effective	Reason

Lisa Alston	Human Resource Assistant	March 31, 2023	Resignation
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Motion: Ms. Vilanova Second: Ms. Roman

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 staff separation:

Name	Position Title	Effective	Reason
Nizeh Cotton	10 Month Security Officer	April 28, 2023	Resignation

Motion: Ms. Vilanova Second: Ms. Roman

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 the Bill List for the period from 2/23/2023 to 3/29/2023.
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 February 2023. 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 February 28, 2023 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 Projected Fiscal Year 2024 Budget.
4. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, accept The Auditor's Management Report (AMR) & Annual Comprehensive Financial Report (ACFR) for Fiscal Year ended June 30, 2022.
5. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, accept AMR & ACFR Corrective Action Plan (CAP) for the Fiscal Year ended June 30, 2022.

6. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, to approve the Special Education Medicaid Initiative (SEMI) Waiver for Fiscal Year 2024.
7. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, to Approve AUL Guide for Standard Operating Procedures And Internal Controls for Fiscal Year 2023.
8. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, to approve the AUL Fiscal Year 2023 Purchasing Manual.
9. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve Jamie Luongo, High School Paraprofessional salary at \$31,000 to be charged retroactively from 12/5/2022 to Title I.
10. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, to approve the acceptance of the funding federal grant funding as follows for FY 2023 retroactive July 1, 2022:

Grant Program	Amount
IDEA Consolidated	\$87,938
21st Century Continuation	\$500,000
IDEA CCLC Supplemental	\$35,000
Title I-A - ESEA Consolidated	\$212,808
Title II-A - ESEA Consolidated	\$19,084
Title III- ESEA Consolidated	\$12,803
School Climate Change Pilot	\$6,660

11. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the advertiser agreement with Outfront Media for (4) billboards for student (2) and staff (2) recruitment from the period of 04/17/23 - 07/09/23 at a cost not to exceed \$7,5000.00 to be charged to ESSER II.

Roll Call Vote Resolutions - Finance Motions 1-11

Motion: Ms. Vilanova

Second: Ms. Roman

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, Mr. Syed;

Abstained: 0; Opposed: 0

Motion Passed

EXECUTIVE TEAM

- a. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the second reading of the following policy:

Policy 2425: Emergency Virtual or Remote Instruction Program.

- b. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the first reading of the following policy:

Policy 1643: Family Leave

- c. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the first reading of the following policy:

Policy 6115.01: Federal Awards/Funds Internal Controls – Allowability of Costs

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in order to be eligible under Federal awards. Policy Guide 6115.01 requires the School Business Administrator/Board Secretary or designee to be responsible to determine the allowability of costs under Federal regulations. Based on the OFAC audit, Policy Guide 6115.01 is mandated for school districts that receive Federal funds.

- d. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the first reading of the following policy:

Policy 6115.02 – Federal Awards/Funds Internal Controls – Mandatory Disclosures

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 requires a Board of Education to disclose, in a timely manner, in writing, to the Federal awarding agency or pass through entity, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. This general reporting requirement is for a Board of Education that has current active grants, cooperative agreements, and procurement contracts from Federal agencies that exceed \$10,000,000 for any period of time during the period of performance of a Federal award. Based on the OFAC audit, Policy Guide 6115.02 is mandated for school districts that receive Federal funds.

- e. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the first reading of the following policy:

Policy 6115.03 – Federal Awards/Funds Internal Controls – Conflict of Interest

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award. These requirements are required in addition to the New Jersey conflict of interest laws and the School Ethics Act. Based on the OFAC audit, Policy Guide 6115.03 is mandated for school districts that receive Federal funds.

f. Policy 6311 – Contracts for Goods or Services Funded by Federal Grants

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 requires the Board of Education to refer to the Federal System for Award Management (SAM) to search for debarred/suspended vendors for contracts providing goods or services to the school district to be funded by a Federal grant. Policy Guide 6311 has been updated to refer to the updated CFR section and the new SAM technology to replace the Excluded Parties Lists System (EPLS). Based on the OFAC audit, Policy Guide 6311 is now mandated for school districts that receive Federal funds.

Roll Call Vote Resolutions - Executive Team Motions A-F

Motion: Ms. Vilanova

Second: Ms. Roman

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, Mr. Syed;
Abstained: 0; Opposed: 0 **Motion Passed**

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. Kelly vs. AUL
4. Student Discipline Update

The Board went into Executive Session at 8:32 pm.

Motion: Ms. Roman; Second: Ms. Ceballo

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

The Board came out of Executive Session at 9:44 pm

XIV. OTHER MOTIONS

1. Move that the Board of Trustees under the recommendation of the Chief Lead Administrator approve Nelvi Bus Company for the spring sports practice transportation at a cost not to exceed \$9,880 (General Funds).

Motion: Ms. Vilanova

Second: Ms. Ceballo

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 revision of policy:

Policy 5511: Dressing and Grooming - Tabled

3. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the following staff separation:

Name	Position Title	Effective	Reason
Delores Johnson	Social Worker	May 21, 2023	Resignation

Motion: Ms. Roman

Second: Mr. Syed

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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:

Candidate Name	Position Title	Salary	Start Date
Lauren Gonzalez	Dean of Academics (12 Months)	\$92,500.00 (Prorated-General Funds)	Anticipated start date May 30, 2023

Motion: Mr. Syed **Second:** Ms. Ceballo

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 termination of the following staff separation:

Name	Position Title	Effective	Reason
Jamie Luongo	Paraprofessional	March 23, 2023	Job Abandonment

Motion: Ms. Ceballo **Second:** Mr. Syed

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, Mr. Syed;
Abstained: 0; Opposed: 0 **Motion Passed**

6. Move that the Board of Trustees, under the recommendation of the Chief Lead Administrator, approve the separation of employment of the following staff contract:

Name	Position Title	Effective	Reason
Lanny Morales	Paraprofessional	April 21, 2023	Resignation

Motion: Ms. Vilanova **Second:** Ms. Roman

All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 extension of Home Instruction for Student #24042 through June 23, 2023.

Motion: Ms. Vilanova **Second:** Ms. Roman

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, 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 field trip:

Location	Date	# of Students/Staff	Responsible Person	Cost
Thomas Mundy Peterson Day. 1 Olive Street, Perth Amboy, NJ.	March 31, 2023	Total (25) 12th Grade Students /3 Chaperones	Mrs. Joyel Furges	At a cost of \$425.00 from General Funds

Motion: Ms. Cebolla Second: Mr. Syed

**All in Favor: 5: Mr. Bishop, Ms. Vilanova, Ms. Ceballo, Ms. Roman, Mr. Syed;
Abstained: 0; Opposed: 0 Motion Passed**

XV. PUBLIC COMMENTS

The Board President invites members of the public to present any additional comments to the Board. - No comments for the public portion.

XVI. ADJOURNMENT

The Board President entertained a motion to adjourn the meeting at 9:53 pm.

Motion: Ms. Vilanova; Second: Ms. Roman
Voice Vote: All In Favor: 5; Opposed: 0