



ACADEMY FOR URBAN LEADERSHIP
REGULAR BOARD MEETING MINUTES
612 AMBOY AVE. PERTH AMBOY, NJ
Wednesday, July 26, 2023

The meeting was called to order at 6:50 pm 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. Michelle Roman – Vice President - Present
Mr. Saad Syed – Corporate Secretary - Present - Left Early 8:00 PM
Ms. Eloisa Hernandez - Present
Ms. Karina Lascano - Absent
Ms. Yadira Puntiel - Excused
Mr. Ambiorix Ramirez - Present - Late 8:00 PM

Additional Attendees:

Dr. Natasha Howard - Interim Lead Administrator - Present
Ms. Bernadette Pinto – Interim BA/Board Secretary - Present
Ms. Tobi Knehr - Interim Middle School Administrator - Present
Mr. Nathaniel Higgins - Dean of Culture of Climate - Absent
Ms. Joyel Furies - Principal - Excused
Ms. Lauren Gonzalez - Dean of Academics - Present
Ms. Patricia Bombelyn - Board Attorney - Excused

APPROVAL OF MINUTES

1. Move that the Board of Trustees approve the regular meeting minutes from June 28, 2023.

Motion: Ms. Roman Second: Mr. Ramirez
All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;
Abstained: 0; Opposed: 0 Motion Passed

2. Move that the Board of Trustees approve the special meeting minutes from July 12, 2023.

Motion: Ms. Roman Second: Mr. Ramirez
All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;
Abstained: 0; Opposed: 0 Motion Passed

V. CORRESPONDENCE

- a. Procurement Review (2023 - 2024)

VI. PUBLIC COMMENTS

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

VII. PRESENTATIONS (Approximately 10 Minutes)

- a. Back To School Campaign Presentation - Solayni Pena
- b. FY 2022-2023 Collaborative Federal Monitoring Report dated June 27, 2023 - Administrative Team
- c. IDEA Grant Submission Review - B. Pinto / T. Knehr

VIII. RECOGNITION

21st Century Student Recognition

IX. INTERIM CHIEF ADMINISTRATOR'S REPORT

Enrollment report, support staff contract letters, summer school update

X. COMMITTEE REPORTS

- Academic Excellence
- Human Resources and Recognition
- Finance and Facilities
- Executive

XI. MOTIONS

The Interim Chief Administrator recommends the following items for approval:

Academic Excellence

1. Move that the Board of Trustees, at the recommendation of the Interim Chief Administrator, approve the following Professional Development:

Professional Development	Staff Members	Date	Cost
Sheltered Instruction Observation Protocol training provided by Savvas Learning	All instructional staff and administrators (up to 50 participants; possible for some support staff participation)	11 sessions throughout 2023-24 Mix of live and asynchronous online sessions	\$13,200 General Funds

Human Resources and Recognition

1. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve a change in title for Ms. Tobi Knehr from Interim Middle School Administrator to Middle School Administrator.

2. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the following SY 2023-2024 contracts:

Candidate Name	Position Title	Certification	Salary	Effective Date
Andrew Greenstein	Social Studies Teacher	CEAS	\$60,000 annual	8/25/23
N’Kiyah Jones	Daily Substitute Teacher	NJDOE Substitute Teacher	\$200/day	8/25/23
Nelsy Santos	Human Resources Assistant	NA	\$42,000 prorated annual	8/1/23

3. Move that the Board of Trustees, on the recommendation of the Chief Administrator, approved the following rescinding of SY 2023-2024 contract:

Candidate Name	Position / Location	Salary	Rescinding Date
Mark Griff	Health & PE Teacher / High School	\$62,500.00 (10 Months / General Funds)	July 6, 2023

4. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the following Job Descriptions for SY 2023-2024:
- Bookkeeper
 - Reports Specialist
 - Assistant to the Business Administrator
5. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the Charlotte Danielson Teacher Evaluation System for the SY 2023-2024 certificated staff evaluation tool.
6. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the Frontline Evaluation System for certificated school administrators.

Finance and Facilities

1. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the Bill List for the period from 6/28/23 to 7/26/23.
2. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the Board Secretary's (A148) Report and Treasurer's (A149) Report, for the month ending June 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 June 30, 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 Interim Chief Administrator, approve the submission of the following grants and accept grant funding in the amounts listed below,

IDEA Basic	\$80,146
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4. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the FY 2022-2023 Collaborative Federal Monitoring CAP.
5. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve Galleros and Robinson LLP to conduct the audit for the school year ending 6/30/2023 at a cost of \$35,000.
6. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve Mr. Abraham Williams to receive a SY22-23 Testing Coordinator stipend in the amount of \$12,500.00.
7. Move that the Board of Trustees under the recommendation of the Interim Lead Administrator approve Saad Syed to hold Bank Signatory status effective immediately.
8. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the SY 2023-2024 contract with The Madison Institute (TMI) for Professional Development for Certificated Staff Members at a cost not to exceed \$5,550.00 funded by IDEA funds 20-250-200-300 and the remainder \$250.00 through the use of general funds..

EXECUTIVE TEAM

1. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the adoptions of the following policies and regulations:

Policy 0131: Bylaws, Policies, and Regulations

Policy 3134: Assignment of Extra Duties

Policy 3221: Evaluation of Teachers

Policy 3222: Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

Policy 3223: Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals

Policy 3224: Evaluation of Principals, Vice Principals, and Assistant Principals

Motion: Ms. Roman Second: Ms. Hernandez
All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;
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. Personnel

The Board went back into Executive Session at 10:16 pm.

Motion: Ms. Roman; Second: Mr. Ramirez
Voice Vote: All In Favor: 4; Opposed: 0

The Board came out of Executive Session at 10:41 pm

Motion: Ms. Roman; Second: Mr. Ramirez

Voice Vote: All In Favor: 4; Opposed: 0

XII. OTHER MOTIONS

1. Move that the Board of Trustees, on the recommendation of the Interim Chief Administrator, approve the SY 2022-2023 Annual School Report.

Motion: Ms. Roman

Second: Mr. Ramirez

All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;

Abstained: 0; Opposed: 0 Motion Passed

2. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the purchase of recruiting space at the Dominican Festival at a cost of \$500.00 to be paid to United Dominicans of Perth Amboy.

Motion: Ms. Roman

Second: Mr. Ramirez

All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;

Abstained: 0; Opposed: 0 Motion Passed

3. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the following SY 2023-24 contract:

Candidate Name	Position	Certification	Annual Salary	Effective Date
Zachary Andrews	Health & PE	Limited CE	\$64,000	8/25/23

Motion: Ms. Roman

Second: Mr. Ramirez

All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;

Abstained: 0; Opposed: 0 Motion Passed

4. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the SY 2023-2024 contract with NWEA for student assessments and professional development at a cost not to exceed \$10,600.00.

Motion: Ms. Roman

Second: Ms. Hernandez

All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;

Abstained: 0; Opposed: 0 Motion Passed

5. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator approve the appointment of the following students as IT Interns at a rate of \$15/hour for up to 20 hours per week for six weeks with a total cost not to exceed \$7,200 (General Funds):

Ana Garcia
Elias Rosario
Liselotte Diaz Maria
Stephanie Manchame

Motion: Ms. Roman Second: Ms. Hernandez
All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;
Abstained: 0; Opposed: 0 Motion Passed

6. Move that the Board of Trustees, under the recommendation of the Interim Chief Administrator, approve the SY 2023-2024 contract with LinkIt for data-driven benchmark assessments at a cost not to exceed \$33,375.

Motion: Ms. Hernandez Second: Mr. Ramirez
All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;
Abstained: 0; Opposed: 0 Motion Passed

7. Move that the Board of Trustees accept the Lead Evaluation Summary of Dr. Jeff White dated July 26th, 2023.

Motion: Ms. Hernandez Second: Mr. Ramirez
All in Favor: 4: Mr. Bishop, Ms. Hernandez, Ms. Roman, Mr. Ramirez;
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 Public Comment

XVI. ADJOURNMENT

The Board President entertained a motion to adjourn the meeting at 11:21 pm.

Motion: Ms. Roman; Second: Mr. Ramirez
Voice Vote: All In Favor: 4; Opposed: 0