**Bridgeton Public Charter School  
Regular Board Meeting Minutes  
October 13, 2020  
Convened at 6:00 p.m. in the Community Room at 790 E Commerce St., Bridgeton, NJ 08302**

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| I. | CALLED TO ORDER | | |
|  | A. | Call to Order by the Board President at 6:01 PM. | |
| II. | STATEMENT FOR THE BOARD OF TRUSTEES MEETING | | |
|  | A. | Public Notice of this Meeting was advertised in the South Jersey Times on June 22, 2020. | |
| III. | PLEDGE OF ALLEGIANCE | | |
|  | A. | Led by Mrs. Harris. | |
| IV. | ROLL CALL | | |
|  | A. | Adele Harris, President – PRESENT (By Phone) Edith Johnson, Vice President – PRESENT (By Phone) Mark Dooley, Trustee – PRESENT (By Phone) Isis Sosa, Trustee – PRESENT (By Phone; Arrived 6:24 PM) Shanice Wilson, Trustee - ABSENT | |
|  | B. | Also Present: | |
|  |  | 1. | CCCSN Executive Director – PRESENT (By Phone) CCCSN Deputy Director – PRESENT (By Phone) Dr. Shay Richardson, Business Administrator/Board Secretary - PRESENT Dr. Valerie James, Principal – PRESENT (By Phone) Courtney Alvarez, Director of Human Resources – PRESENT (By Phone) |
|  | REVIEW OF AGENDA | | |
|  | A. | Questions | |
| VI. | OPEN TO PUBLIC | | |
|  |  | 1. | The public may ask questions pertaining to agenda items only. |
| VII. | EXECUTIVE SESSION - None at this time. | | |
| VIII. | APPROVE MINUTES | | |
|  | A. | Motion by Edith Johnson and second by Mark Dooley to approve the Minutes of the Regular meeting held on September 15, 2020. (Backup M-1) | |
|  | B. | ROLL CALL  Adele Harris – YES  Edith Johnson – YES  Mark Dooley – YES  **Motion passed on a unanimous Roll Call vote**. | |
| IX. | OLD BUSINESS – None at this time. | | |
| X. | FINANCE | | |
|  | A. | Motion by Mark Dooley and second by Edith Johnson to approve items #1 through #16 under Finance. | |
|  |  | 1. | Recommend approval of line item transfers for the Month of September 2020. (Backup L-1) |
|  |  | 2. | Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2020. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A - 16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year which the board is now certifying. (Backup L-2) |
|  |  | 3. | Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2020. The Treasurer's Report and the Secretary's Reports are in agreement for the month of September 2020.(Backup L-3) |
|  |  | 4. | Recommend approval of the bills list as attached (Backup L-4): September 1, 2020 to September 30, 2020 - $118,344.10 |
|  |  | 5. | Recommend approval of the following payrolls (Backup L-5):  September 15, 2020 - $37,236.17 September 30, 2020 - $36,529.41 |
|  |  | 6. | Approve the Board of Education Certification - pursuant to N.J.A.C. 6A:23A-16.10(c) 3, we certify that after review of the secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. |
|  |  | 7. | Recommend to approve the expense reclassification report for September 2020. (Backup L-6) |
|  |  | 8. | Recommend to approve and ratify the agreement with Therapy Source to supply therapy services at the rates listed in the attached. (Backup L-7) |
|  |  | 9. | Recommend to approve psychological and psychoeducational assessments provided by Jaime Cifuentes on an as-needed basis, with honorarium rates of $595.00 and $750.00. (Backup L-8) |
|  |  | 10. | Recommend to approve the purchase of laptop computers from STS in the amount of $14,762.00 to be charged to the CARES grant. |
|  |  | 11. | Recommend approval to accept the Coronavirus Relief Fund Grant in the amount of $13,813.00. (Backup L-9) |
|  |  | 12. | Recommend to approve the Section 125 Cafeteria Plan for the 2021 plan year with rates as indicated in the attached. (Backup L-10) |
|  |  | 13. | Recommend to approve the Southern Coastal Regional Employee Benefits Fund rates for the New Jersey Educators Health Plan effective January 1, 2021. (Backup L-11) |
|  |  | 14. | Recommend approval of the purchased products from CDW-G, inclusive of Chromebooks and Google Management Console Licenses. (Backup L-12) |
|  |  | 15. | Recommend approval of the agreement with FP Mailing Solutions for a contract period of 39 months. (Backup L-13) |
|  |  | 16. | Recommend to approve Christina Murphy as Interim School Business Administrator through the Cumberland County Charter School Network service management agreement effective November 1, 2020. |
|  | B. | ROLL CALL  Adele Harris – YES  Edith Johnson – YES  Mark Dooley – YES  **Motion passed on a unanimous Roll Call vote**. | |
| XI. | POLICY UPDATES | | |
|  | A. | Motion by Mark Dooley and second by Edith Johnson to approve item #1 under Policy Updates. | |
|  |  | 1. | Recommend to approve Policy Alert #221, September 2020, for a First Reading. (Backup POL-1) |
|  | B. | ROLL CALL  Adele Harris – YES  Edith Johnson – YES  Mark Dooley – YES  **Motion passed on a unanimous Roll Call vote**. | |
| XII. | PERSONNEL | | |
|  | A. | Motion by Mark Dooley and second by Edith Johnson to approve items #1 through #2 under Personnel. | |
|  |  | 1. | Recommend approval of the staff list and salaries for the 2020-2021 school year as attached. (Backup PER-1) |
|  |  | 2. | Recommend approval of the personnel actions as listed in the attached. (Backup PER-2) |
|  | B. | ROLL CALL  Adele Harris – YES  Edith Johnson – YES  Mark Dooley – YES  **Motion passed on a unanimous Roll Call vote**. | |
| XIII. | FACILITIES - See the Executive Director's Report. | | |
| XIV. | SCHOOL OPERATIONS | | |
|  | A. | Motion by Mark Dooley and second by Edith Johnson to approve items #1 through #3 under School Operations. | |
|  |  | 1. | Recommend to approve the Principal's report as presented by Dr. James. (Backup SO-1) |
|  |  | 2. | Recommend approval of the School Self-Assessment for Determining Grades, effective July 1, 2019 to June 30, 2020. (Backup SO-2) |
|  |  | 3. | Recommend approval of the revised 2020-2021 school calendar. (Backup SO-3) |
|  | B. | ROLL CALL  Adele Harris – YES  Edith Johnson – YES  Mark Dooley – YES  Isis Sosa – YES  **Motion passed on a unanimous Roll Call vote**. | |
| XV. | EXECUTIVE DIRECTOR'S REPORT | | |
|  | A. | Motion by Edith Johnson and second by Mark Dooley to approve item #1 under Executive Director's Report. | |
|  |  | 1. | Recommend approval of the report as presented by the CCCSN representative.   * School is doing well. * Calls for new students to attend. * Facilities: * Service for fire alarm * Quotes for snow removal |
|  | B. | ROLL CALL  Adele Harris – YES  Edith Johnson – YES  Mark Dooley – YES  Isis Sosa – YES  **Motion passed on a unanimous Roll Call vote**. | |
| XVI. | ADJOURNMENT | | |
|  | A. | Motion by Mark Dooley and second by Edith Johnson to adjourn the meeting at 6:29 PM. | |
|  | B. | ALL IN FAVOR  **Voice Vote – Four (4) AYES** | |
|  | C. | Next Meeting November 17, 2020 | |

Respectfully Submitted,

Business Administrator/Board Secretary