

**THE GRAY CHARTER SCHOOL**  
Board of Trustees  
Regular Meeting Minutes  
October 9, 2018

**CALL TO ORDER**

The Regular Meeting of the Gray Charter School, Board of Trustees will be called to order at 5:00 p.m. on Tuesday, October 9, 2018, by President, Ms. Shawanda Velez.

*\*Meeting called to Order at 5:07 p.m.*

**OPENING STATEMENT**

Adequate notice of this meeting was provided in compliance with the Open Public Meetings Act and published in the Star Ledger on June 2018.

**ROLL CALL – Board Secretary, Karen Milteer**

Ms. Shawanda Velez   X              Mr. Abraham Asabor   X    
Mr. Oge Denis, Jr.   A              Ms. Vanica Maney   X  

**BOARD NOMINATION PROCESS**

Nomination Proceedings

*The Nomination Committee made recommendations to the Gray Charter School, Board of Trustees nominating two new Board members. The two new Board members will serve and complete the terms of two former Board members. Please refer to Resolutions #1009-01 and #1009-02, respectively.*

**Resolution #1009-01: Board Member Appointment**

On the motion of S. Velez, seconded by V. Maney, the Board of Trustees hereby accepts the appointment of Board member, Ms. Jacquelyn Lake effective October 9, 2018 and through the term of February 12, 2020.

Roll Call: Ms. Shawanda Velez   X              Mr. Abraham Asabor   X    
                 Ms. Vanica Maney   X              Mr. Oge Denis, Jr.   A

Motion Carries: Yes

**Resolution #1009-02: Board Member Appointment**

On the motion of V. Maney, seconded by S. Velez, the Board of Trustees hereby accepts the appointment of Board Member, Mr. Charles N. Hall, Jr. effective October 9, 2018 through the term of September 12, 2019.

Roll Call: Ms. Shawanda Velez   X    
              Ms. Vanica Maney   X  

Mr. Abraham Asabor   X    
Mr. Oge Denis, Jr.   A  

Motion Carries: Yes

**Resolution #1009-03: Board Member Resignation**

On the motion of V. Maney, seconded by S. Velez, the Board of Trustees hereby accepts the resignation of Board Member, Mr. Denis Oge, Jr. effective September 4, 2018.

Roll Call: Ms. Shawanda Velez   X    
              Ms. Vanica Maney   X    
              Mr. Charles Hall, Jr.   X  

Mr. Abraham Asabor   X    
Ms. Jacquelyn Lake   X  

Motion Carries: Yes

**Resolution #1009-04: Board Member Officer Appointment**

On the motion of S. Velez, seconded by C. Hall, Jr; the Board of Trustees hereby accepts the appointment of Ms. Vanica Maney as Vice President of the Board of Trustees, effective October 9, 2018 through the term of April 2020 (annual district board meeting).

Roll Call: Ms. Shawanda Velez   X    
              Ms. Vanica Maney   Abstain    
              Mr. Charles Hall, Jr.   X  

Mr. Abraham Asabor   X    
Ms. Jacquelyn Lake   X  

Motion Carries: Yes

**COMMUNICATION**

## PUBLIC COMMENT WITH REGARD TO RESOLUTIONS

### REPORT OF THE EXECUTIVE DIRECTOR/PRINCIPAL

1. *Charter School Renewal site visit is scheduled for November 29, 2018. The State of New Jersey, Office of Charter Schools changed the date from January 2019 to the month of November 2018.*
2. *Points of Pride*
  - a. PARCC test scores. *Miss Gray led a discussion on the Spring PARCC test score results SY 2016-2017 in the subject areas of English Language Arts and Mathematics. A District-DFG-State Longitudinal Trend Analysis Reports for grades three (3) through eight (8) substantiates that the Gray Charter School met and/or exceeded score expectation results in both subject areas of English Language Arts and Mathematics.*
  - b. Alpha Caring Program. *The Alpha Caring Program kicked off a new school year through their mentoring program for the 8<sup>th</sup> grade focused on the theme "Not to Drop Out of School." Alpha Caring program builds self-esteem, centers on problem solving strategies, substance abuse education and life skills.*
  - c. Fundraising Efforts. *The fundraising efforts in school year 2017-2018 yielded contributions from the Turrell Fund in the amount of \$52,000. This year strives to raise funding is underway with TD Bank (proposal \$97,000) and Investors Bank (proposal \$4,600).*
  - d. School Field trips month of October. *Students in grades 4<sup>th</sup> through 8<sup>th</sup> visited Cherry Crest Farm in Ronks, Pennsylvania.*

### REPORT OF THE BUSINESS ADMINISTRATOR

#### Resolution #1009-05: Approval of Regular Board Meeting Minutes

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED that upon the recommendation of the Executive Director of Schools the Board of Trustees approves the Gray Charter School, Board of Trustees Minutes of the Regular Board Meeting of September \_\_\_\_\_.

Roll Call: Ms. Shawanda Velez \_\_\_\_\_  
Ms. Vanica Maney \_\_\_\_\_  
Mr. Charles Hall, Jr. \_\_\_\_\_

Mr. Abraham Asabor \_\_\_\_\_  
Ms. Jacquelyn Lake \_\_\_\_\_

Motion Carries: Yes/No

**FINANCE**

**Enrollment Changes Report** (pursuant to N.J.S.A.6A:31-7.3)

*\*Enrollment as of October 9, 2018 352 students*

**Comprehensive Annual Financial Report (CAFR)**

*\*Annual Audit is underway. Submission to the State Department of Education is December 5, 2018.*

**FINANCE RESOLUTIONS**

**Resolution #1009-06: Approval of the Board Secretary and Treasurer’s Report for the Period Ending 6-30-18 and 7-31-18**

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees acknowledges receipt of the Certification from the Business Administrator that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.:6:23-2.11(a) and (b), and the sufficient funds are available to meet the District Board of Trustees’s financial obligations for the remainder of the fiscal year and that therefore upon the recommendation of the Board Secretary, Treasurer and Executive Director of the Gray Charter School it is recommended that the Secretary’s and Treasurer’s Reports for the period ending June 30, 2018, showing a cash balance of \$ 1,944,806.48.

Roll Call: Ms. Shawanda Velez   X    
          Ms. Vanica Maney   X    
          Mr. Charles Hall   X  

Mr. Abraham Asabor   X    
Ms. Jacquelyn Lake   X  

Motion Carries: Yes

**Resolution #1009-07: Authorize Payment of Bills – September & October 2018**

WHEREAS, Karen Milteer, Business Administrator for the District, has reviewed bills presented to the District for payment in the amount of \$451,116.22 through October 31, 2018 and has determined that the bills on the enclosed bills list are required to be paid by the District and that same are in accordance with contracts and/or agreements entered into by the District. Ms. Milteer hereby represents to the Board that there are sufficient funds within the District to make these payments and that said payments will not adversely affect the financial position of the District; now

On the motion of S. Velez, seconded by C. Hall, Jr., BE IT RESOLVED that upon the recommendation of the Executive Director/Principal the Board of Trustees approves the payment of October 31, 2018, bill's list in the sum of \$ 451,116.22 a copy of which is attached hereto and incorporated herein as if fully set forth.

Roll Call: Ms. Shawanda Velez   X                        Mr. Abraham Asabor   X    
              Ms. Vanica Maney   X                        Ms. Jacquelyn Lake   X    
              Mr. Charles Hall, Jr.   X  

Motion Carries: Yes

**Resolution #1009-08: Approval of Payroll Certifications**

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees accepts and approves the payroll certification reports for period ending August 31, 2018. The payroll certification reports will be signed by the Board President, Board Secretary and Executive Director/Principal.

Roll Call: Ms. Shawanda Velez   X                        Mr. Abraham Asabor   X    
              Ms. Vanica Maney   X                        Ms. Jacquelyn Lake   X    
              Mr. Charles Hall, Jr.   X  

Motion Carries: Yes

**Resolution #1009-09: Appointment of Executive Director/Principal**

On the motion of C. Hall, Jr., seconded by S. Velez, the Board of Trustees appoints the Executive Director/Principal, Miss Verna Gray for school year 2018-2019. Now, Therefore Be It Resolved that the Gray Charter School of Trustees approves the appointment of Miss Verna Gray as Executive Director/Principal for school year 2018-2019.

Roll Call: Ms. Shawanda Velez   X                        Mr. Abraham Asabor   X    
              Ms. Vanica Maney   X                        Ms. Jacquelyn Lake   X    
              Mr. Charles Hall, Jr.   X  

Motion Carries: Yes

**Resolution #1009-10: Staff New Hires 2018-2019**

On the motion of S. Maney, seconded by C. Hall, Jr., the Board of Trustees accepts the recommendation of the Executive Director/Principal to hire the following individual's for school year 2018-2019. Whereas, the applicant have attested that he/she has not been

convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq. Now, Therefore Be it Resolved that the Board of Trustees accepts and approves the following teachers for 2018-2019.

Ayana Haywood           Teacher  
Jasmine Dupree           Teacher  
Jennifer Cappell-Wilson Teacher  
Camille Darius           Teacher  
Barbara Parry            Teacher  
Raquel Marin             Teacher Assist

Roll Call: Ms. Shawanda Velez   X                     Mr. Abraham Asabor   X    
              Ms. Vanica Maney     X                     Ms. Jacquelyn Lake   X    
              Mr. Charles Hall, Jr.   X  

Motion Carries: Yes

**Resolution #1009-11: Resignation Staff Member 2018-2019**

On the motion of V. Maney, seconded by S. Velez, the Board of Trustees hereby accepts the resignation of Teacher, Jasmine Dupree effective August 24, 2018. Now, Therefore, be it Resolved that the Board of Trustees accepts and approves the resignation of Jasmine Dupree, Teacher of 2<sup>nd</sup> grade.

Jasmine Dupree           Teacher -2<sup>nd</sup> Grade effective 8/24/2018

Roll Call: Ms. Shawanda Velez   X                     Mr. Abraham Asabor   X    
              Ms. Vanica Maney     X                     Ms. Jacquelyn Lake   X    
              Mr. Charles Hall, Jr.   X  

Motion Carries: Yes

**Resolution #1009-12: Charter School Renewal Application Five Year 2020-2024**

On the motion of V. Maney, seconded by S. Velez, the Board of Trustees hereby accepts and approves the submission of the charter renewal application. Included in the renewal application is a request for a 50 student increase in maximum enrollment, from 400 to 450 students. Therefore, be it Resolved that the Board of Trustees accepts and approves the Gray Charter School Renewal Application indicative of a request to increase student enrollment by 50 students.

Roll Call: Ms. Shawanda Velez   X                     Mr. Abraham Asabor   X

Ms. Vanica Maney   X    
Mr. Charles Hall, Jr.   X  

Ms. Jacquelyn Lake   X  

Motion Carries: Yes

**BOARD TOPICS**

Board of Trustees Report – October 2018

*\*Board President Ms. Velez debriefed the school district on her October 2018, Board of Trustees report. Copy enclosed.*

**OLD BUSINESS**

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**NEW BUSINESS**

- *New Board members Oath of Office ceremony and Code of Ethics allegiance.*
- *Board Retreat probable date February 2019*
- *Board Committee revamping in progress*

**Resolution #1009-13: Resolution for a Closed Session**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, at \_\_\_\_\_ p.m. the Board of Trustees approves the following resolution:

BE IT RESOLVED that the Gray Charter Schools’ Board of Trustees shall at this time recess this meeting and conduct a closed meeting concerning personnel issues and other matters which involve exceptions set forth in the Open Public Meetings Act, and are matters which this Body hereby determines are of such a nature that they cannot be discussed at an open meeting. This Body is at this time unable to determine when the matters under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.

Roll Call: Ms. Shawanda Velez \_\_\_\_\_  
          Ms. Vanica Maney \_\_\_\_\_  
          Mr. Charles Hall, Jr. \_\_\_\_\_

Mr. Abraham Asabor \_\_\_\_\_  
Ms. Jacquelyn Lake \_\_\_\_\_

Motion Carries: Yes/No

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, at \_\_\_\_ p.m. the Board of Trustees approves closing of the Closed Executive Session.

Roll Call: Ms. Shawanda Velez \_\_\_\_\_  
Ms. Vanica Maney \_\_\_\_\_  
Mr. Charles Hall, Jr. \_\_\_\_\_

Mr. Abraham Asabor \_\_\_\_\_  
Ms. Jacquelyn Lake \_\_\_\_\_

Motion Carries: Yes/No

**PUBLIC COMMENT**

**ANNOUNCEMENTS**

Our next Regular Board Meeting is scheduled to be held in the Conference Room, The Gray Charter School, 55 Liberty Street, Newark, New Jersey, at 5:00 p.m., on Tuesday, November 13, 2018.

**ADJOURNMENT**

**Resolution #1009-14: Adjournment**

On the motion of J. Lake, seconded by S. Velez, the Board of Trustees adjourns the meeting at 6:21 p.m.

Roll Call: Ms. Shawanda Velez \_\_X\_\_  
Ms. Vanica Maney \_\_X\_\_  
Mr. Charles Hall, Jr. \_\_X\_\_

Mr. Abraham Asabor \_\_X\_\_  
Ms. Jacquelyn Lake \_\_X\_\_

**CERTIFYING STATEMENT**

I CERTIFY THE FOREGOING TO BE A TRUE COPY OF THE MINUTES ADOPTED BY THE BOARD OF TRUSTEES OF (The Gray Charter School) IN THE COUNTY OF ESSEX, NEW JERSEY, AT A MEETING HELD ON OCTOBER 9, 2018.

Karen Milteer  
Original Signature, Business Administrator/Board Secretary

October 9, 2018  
Date