

THE GRAY CHARTER SCHOOL
Board of Trustees
Regular Meeting Minutes
November 13, 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, November 13, 2018, by President, Ms. Shawanda Velez.

**Meeting called to Order at 5:02 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	<u> X </u>	Mr. Abraham Asabor	<u> A </u>
Mr. Charles Hall, Jr.	<u> X </u>	Ms. Vanica Maney	<u> A </u>
Ms. Jacquelyn Lake	<u> X </u>		

COMMUNICATION

PUBLIC COMMENT WITH REGARD TO RESOLUTIONS

REPORT OF THE EXECUTIVE DIRECTOR/PRINCIPAL

1. The Gray Charter Renewal –November 29, 2018

Miss Gray re-stated that the Gray Charter School's Renewal visit from the Office of Charter School's is still scheduled for November 29, 2018. It will be an abbreviated visit lasting up to four (4) hours. Each major department can expect to be debriefed for approximately fifth teen (15) minutes.

2. PowerSchool – Student Management System/Program

The administration reported to the Board of Trustees progress made through the implementation of the PowerSchool system. The program is assisting with student enrollment, therefore making the school application internet accessible.

REPORT OF THE BUSINESS ADMINISTRATOR

Resolution #1113-01: Approval of Regular Board Meeting Minutes

On the motion of S. Velez, seconded by C. Hall, 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 _____.

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

Mr. Abraham Asabor A
 Ms. Jacquelyn Lake X

Motion Carries: Yes

FINANCE

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

Grade	FY 18 ENR	Jul 15, 2018	Aug 15, 2018	Sep 15, 2018	Oct 15, 2018	Nov 15, 2018	Dec 15, 2018	Jan 15, 2018	Feb 15, 2018	Mar 15, 2018	Apr 15, 2018	May 15, 2018	June 15, 2018	Wait List 2018/2019
K	40	40	40	40	40									
1	51	51	51	51	51									
2	46	46	46	46	46									
3	47	47	47	47	47									
4	44	44	44	44	44									
5	44	44	44	44	44									
6	31	31	31	32	32									
7	23	23	23	24	24									
8	24	24	24	24	24									
Total	350	350	350	352	352									

Comprehensive Annual Financial Report (CAFR) -Update -Submitted by the School Business Administrator

The Gray Charter School initial goal for submission of the Comprehensive Annual Financial Report, June 30, 2018 is December 5, 2018. However, the Gray Charter School must adhere to GASB and the New Jersey administrative code N.J.S.A. 18A:4-14 and N.J.A.C. 6A:23A-16.1 which requires us to follow generally accepted governmental accounting principles. Therefore, our CAFR for June 30, 2018 must include implementation of GASB Statement No. 75.

Excerpt from the State of New Jersey –Memorandum dated October 18, 2018

The Governmental Accounting Standards Board (GASB) is an independent, nonprofit organization that establishes financial accounting and reporting standards for state and local governments, including school districts, charter schools and renaissance school projects.

New Jersey state law and administrative code (N.J.S.A. 18A:4-14 and N.J.A.C. 6A:23A-16.1) requires school districts, charter schools and renaissance school projects to follow generally accepted governmental accounting principles in accordance with statements issued by the Governmental Accounting Standards Board (GASB).

The Treasury has engaged OPEB (other post-employment benefits) plan actuaries for the purpose of developing the numbers and disclosures necessary for GASB Statement No. 75 compliance. At this time (October 2018) the information required for compliance with GASB Statement No. 75 is currently unavailable, and the release date is not confirmed, be advised that submission of the school audit report (CAFR) after statutory deadline, but on or before Friday, December 21, 2018, will not result in any adverse findings by the NJDOE.

Specifically, applicable to school districts, the NJDOE will not:

- 1. Penalize any school district score for purposes of the New Jersey Quality Accountability Continuum (NJQSAC).**
- 2. Consider a school district to have violated N.J.S.A. 18A:7A-55 a (8) late audit submission as a factor in the appointment of a State monitor.**

This additional flexibility should allow for all schools and independent auditors to successfully complete their work, inclusive of the reporting standards of GASB Statement No. 75.

FINANCE RESOLUTIONS

Resolution #1113-02: Approval of the Board Secretary and Treasurer's Report for the Period Ending 9-30-2018

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 September 30, 2018, showing a cash balance of \$ 1,154,039.17.

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

Mr. Abraham Asabor A
Ms. Jacquelyn Lake X

Motion Carries: Yes

Resolution #1113-03: Authorize Payment of Bills – November 2018

WHEREAS, Karen Milteer, Business Administrator for the District, has reviewed bills presented to the District for payment in the amount of \$224,716.09 through November 30, 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 November 30, 2018, bill's list in the sum of \$224,716.09 a copy of which is attached hereto and incorporated herein as if fully set forth.

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

Mr. Abraham Asabor A
Ms. Jacquelyn Lake X

Motion Carries: Yes

Resolution #1113-04: 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 October 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
 Ms. Vanica Maney A
 Mr. Charles Hall, Jr. X

Mr. Abraham Asabor A
Ms. Jacquelyn Lake X

Motion Carries: Yes

Resolution #1113-05: Annual School Fiscal Questionnaire

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees accepts and approves the Annual School Fiscal Questionnaire for fiscal year end 2018-2019.

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

Motion Carries: Yes

Resolution #1113-06: School Safety and Security Plan Annual Review

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees approves the School Safety and Security Plan Annual Review, Statement of Assurance in accordance with N.J.A.C. 6A:16-5.1. The School Safety and Security Plan meets the minimum state requirements and clearly define plans, policies and procedures for prevention of, response to and recovery from emergencies and crises.

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

Motion Carries: Yes

Resolution #1113-07: Amendments ESEA 2018-2019

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees hereby approves the Amendments to Title I, Title IIA for carry over funding in the amounts of: Title I \$83,393, Title IIA \$1,937; for school year end June 30, 2019.

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

Motion Carries: Yes

Resolution #1113-08: Amendments IDEA 2018-2019

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees hereby approves the Amendments to IDEA for carry over funding in the amount of \$62,008 for school year end June 30, 2019.

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

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

Ms. Jacquelyn Lake X

Motion Carries: Yes

Resolution #1113-09: Comprehensive Annual Financial Report – June 30, 2018

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees hereby approves the Comprehensive Annual Financial Report for school year end June 30, 2018.

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

Mr. Abraham Asabor A
Ms. Jacquelyn Lake X

Motion Carries: Yes

Resolution #1113-10: Staff New Hires 2018-2019

On the motion of S. Velez, 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.

Tanaisha Houston Replacement Teacher Hire date 10/9/2018

BOARD TOPICS

Board of Trustees Report – November 2018

President, Ms. Velez criticized the importance of goal setting. Briefly mentioning the Strategic Plan and how it aligns to keeping focus on student achievement and gaps. President, Ms. Velez then reported that all committees have been revamped.

OLD BUSINESS

- Board Retreat tentative date February 2019

- *Board Committee changes were completed and list of committee members presented at this meeting.*

NEW BUSINESS

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Resolution #1113-11: Resolution for a Closed Session

On the motion of S. Velez, seconded by J. Lake, at 5:31 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 X
 Ms. Vanica Maney A
 Mr. Charles Hall, Jr. X

Mr. Abraham Asabor A
 Ms. Jacquelyn Lake X

Motion Carries: Yes

***The Closed session discussion centered on two students injured while in gym (student, A.H., student C.W.) both students were placed on Home Instruction this month.*

On the motion of S. Velez, seconded by C. Hall, Jr., at 5:34 p.m. the Board of Trustees approves closing of the Closed Executive Session.

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

Mr. Abraham Asabor A
 Ms. Jacquelyn Lake X

Motion Carries: Yes

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 Monday, December 10, 2018.

ADJOURNMENT

Resolution #1113-12: Adjournment

On the motion of S. Velez, seconded by J. Lake, the Board of Trustees adjourns the meeting at 5:46 p.m.

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

Mr. Abraham Asabor A
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

November 13, 2018
Date

Motion Carries: Yes