

**gBelovED Community Charter School  
Board of Trustees Meeting  
December 14, 2023  
508 Grand Street Jersey City, NJ 07302**

**Meeting Minutes**

In-person meeting in the 508 Grand Street Multi-Purpose Room with Virtual Zoom Meeting at 5:30 PM

A. This is a regular meeting of the BelovEd Community Charter School Board of Trustees. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 *et seq.*, adequate notice of the time and place of this meeting was provided, and copies of that resolution were forwarded to the official newspapers, Jersey Journal, and the Jersey City Reporter, as designated by the Board and by posting in the Public Library at 472 Jersey Avenue, Jersey City. The Board will be offering virtual access to the in-person Board Meeting.

Directions for accessing the public meeting were posted on the school website: [www.belovedccs.org](http://www.belovedccs.org). We very much welcome input from the public. Public comment will be handled in accordance with Board procedure.

B. Call to Order /Flag Salute/ Roll Call at 5:47 PM.

| Board Member   | Present | Absent |
|----------------|---------|--------|
| Annjo Balbutin |         | X      |
| Nicole Jackson | X       |        |
| Maggie Johnson |         | X      |
| Kathy Mone     | X       |        |
| Sam Mikhail    | X       |        |
| Sal Risalvato  | X       |        |
| Rich Valdes    | X       |        |

Also in attendance:

Ken Schultz- Executive Director  
Michele Link- Principal  
Duanne Moeller- Director of Operations  
Adam Herman- Board Attorney  
Marilyn Hooper- Business Administrator

C. Public Comment on Items on the Agenda.

No Public Comments on Agenda.

D. Vote on the Minutes of the Regular Board Meeting of November 30, 2023.

Roll Call Vote:

Motion: Sal Risalvato

Seconded by: Sam Mikhail

All Board Members were in favor.

- E. Resolved, the BCCS Board of Trustees approves the re-appointment of Maggie Johnson effective July 1, 2023:

| <b>Board Member</b> | <b>Original Start Date</b> | <b>Board End Date</b> | <b>Training Last Completed</b> |
|---------------------|----------------------------|-----------------------|--------------------------------|
| Maggie Johnson      | 5/20/2021                  | 6/30/2025             | N/A                            |

Item E, the re-appointment of Maggie Johnson to the Board of Trustees, was tabled until the next board meeting.

F. Performance Dashboard Review

1. K – 12 Dashboard Review including HIB Report (Schultz).

The dashboard was shared as an attachment to the agenda. Mr. Schultz reviewed the dashboard and summarized the results for the previous months.

2. Institutional Health Goals (Hooper).

Ms. Hooper reported on the year to date budget.

G. Facilities (Schundler)

Mr. Schundler was unable to attend the meeting.

H. Policies

1. Resolved, the BCCS Board of Trustees approves a revised Substance Abuse Policy provided in Appendix B to this agenda.

Item H (policy) was tabled until the next board meeting.

I. Human Resources

Roll Call Vote on Human Resources section I, items 1 through 11:

Motion by: Rich Valdes

Seconded by: Kathy Mone

Yes: N. Jackson, S. Mikhail, K. Mone, S. Risalvato, R. Valdes

Absent: A. Balbutin, M. Johnson

No: None

1. **2023-12-14-01** Resolved, The BCCS Board of Trustees approves the hiring of the new employees as outlined in Appendix A, Section I for school year 2023-2024.
2. **2023-12-14-02** WHEREAS, upon the recommendation of the Executive

Director, BE IT RESOLVED that the Beloved Community Charter School Board of Trustees (“Board”) hereby approves the immediate termination of the school year 2023-2024 employment contract for Employee ID 552.

3. **2023-12-14-03** Resolved, The BCCS Board of Trustees approves revisions to the contracts of current staff for SY23-24 as outlined in Appendix A, Section II.
4. **2023-12-14-04** Resolved, The BCCS Board of Trustees reports the following Resignations:

| Employee Name   | Position  | Resignation Date | Status      |
|-----------------|-----------|------------------|-------------|
| Employee ID 682 | Teacher   | 12/4/2023        | Resignation |
| Employee ID 382 | Custodial | 10/11/2023       | Resignation |

5. **2023-12-14-05** Resolved, the BCCS Board of Trustees approves the SY23-24 Winter Sports Coaching Stipends for the Middle School and High School as outlined in Appendix A, Section III.
6. **2023-12-14-06** Resolved, the BCCS Board of Trustees approves the Substitute Teaching stipends as outlined on Appendix A, Section IV.
7. **2023-12-14-07** Resolved, the BCCS Board of Trustees approves the Home Instruction stipends as outlined in Appendix A, Section V applying Title I funds.
8. **2023-12-14-08** Resolved, the BCCS Board of Trustees approves the use of ESSER II Funds for SY23-24 Summer Institute payments as outlined in Appendix A, section VI.
9. **2023-12-14-09** Resolved, the BCCS Board of Trustees approves the use of Title I Funds for Other Instructional Staff salaries for SY22-23 as outlined in Appendix A, section VII.
10. **2023-12-14-10** Resolved, the BCCS Board of Trustees approves the use of Title II funds for Other Instructional Staff salaries as outlined in Appendix A, section VIII.
11. **2023-12-14-11** Resolved, the BCCS Board of Trustees approves the stipends for Instructional Staff as outlined in Appendix A, section IX.

J. Business

Roll Call vote on Business section J, Items 1-10:

Motion by: Sal Risalvato  
 Seconded by: Kathy Mone

Yes: N. Jackson, S. Mikhail. K. Mone, S. Risalvato, R. Valdes

Absent: A. Balbutin, M. Johnson

No: None

1. **2023-12-14-12** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 11/30/2023 and 12/15/2023 each in the amount of \$797,000 and \$740,000 respectively. Payroll amounts include Employer Payroll Taxes.
2. **2023-12-14-13** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims of \$979,582.37 for the period 12/1/2023 through 12/14/2023.
3. **2023-12-14-14** Resolved, the BCCS Board of Trustees approves a contract for snow removal (contract and payment rate to be updated on agenda and included as an attachment).
4. **2023-12-14-15** Resolved, the BCCS Board of Trustees approves an expenditure for The Chandelier Catering, located in Bayonne, NJ, for a Holiday buffet breakfast for the Operations Staff at a total cost of about \$2,043.
5. **2023-12-14-16** Resolved, the BCCS Board of Trustees approves an expenditure of \$19,750 payable to the NJ State Treasury to satisfy the Corrective Action Plan associated with the Collaborative Federal Monitoring from FY22 due to an administrative finding.
6. **2023-12-14-17** Resolved, the BCCS Board of Trustees approves a payment of \$2,440 payable to Department of Agriculture due to the reinstatement of annual food distribution fees for the lunch program which were suspended during the COVID pandemic.
7. **2023-12-14-18** Resolved, the BCCS Board of Trustees approves Requisition #36 for Pre-development expenses for Canal Crossing. The total amount of the requisition is \$85,472.03. The requisition is provided as an attachment to the agenda.
8. **2023-12-14-19** Resolved, the BCCS Board of Trustees approves the class trips as outlined in Appendix A, section X.
9. **2023-12-14-20** Resolved, the BCCS Board of Trustees approves a catering expenditure for SY23-24 8<sup>th</sup> grade graduation for Aramark Saint Peters University Hospitality at a cost of \$4,369.48.
10. **2023-12-14-21** Resolved, the BCCS Board of Trustees approves the retention of Kelly Dowling, North Star Academy, for consulting services in an amount up to \$3,000 for SY23-24.

K. Other Business

Roll Call Vote on Other Business section K, item 1:

Motion by: Sam Mikhail

Seconded by: Nicole Jackson

Yes: N. Jackson, S. Mikhail, K. Mone, S. Risalvato, R. Valdes

Absent: A. Balbutin, M. Johnson

No: None

1. **2023-12-14-22** WHEREAS, following a long-term suspension established by the school principal/designee for Student ID 10101, which has since been accepted by the student's parent/guardian and is not being appealed, BE IT RESOLVED that the Beloved Community Charter School Board of Trustees ("Board") hereby approves the long-term suspension for Student ID 10101, and authorizes the Executive Director or designee to implement same.

L. Executive Session

Executive session was motioned by K. Mone and seconded by N. Jackson at 6:29 PM and all were in favor. S. Mikhail motioned to leave Executive Session which was seconded by K. Mone at 6:54 PM and All were in favor.

M. Public Comment on Non-Agenda Items

No public comments.

N. Adjournment

S. Risalvato motioned to adjourn at 7:06 PM and K. Mone seconded and All were in favor.