

**BelovED Community Charter School**  
**Board of Trustees Meeting**  
**Thursday, June 17, 2021, 6:00 PM**  
**508 Grand Street**  
**Jersey City, NJ 07302**  
**Virtual meeting via Zoom video conference**

**Minutes**

The meeting was called to order at 6:05 pm by Nicole Jackson, President of the Board.

Statement of Compliance read at the May 20, 2021 meeting:

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. Due to the public health emergency in the State of New Jersey, the Board will be conducting a virtual meeting.

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

**A. Roll Call**

Board Member	Term Dates	Present	Absent
Nicole Jackson	6/30/21	X	
Jessica Lisboa	6/30/22	X	
Salvatore Risalvato	6/30/21	X	
Sheridan Bell	6/30/22	X	
Sam Mikhail	6/30/21	X	
Kathy Mone	6/30/23	X	
Maggie Johnson	6/30/23	X	

Also in attendance:

Ken Schultz – Executive Officer/Grades 6 – 10 Lead Person

Michele Link – Principal, Grades K - 5

Duanne Moeller – Director of Operations

Bret Schundler – School Consultant

Adam Hermans – Adams, Gutierrez & Lattiboudere, LLC

Richard Raschdorf, School Business Administrator/Board Secretary, BCCS

William Fitzpatrick – Associate School Business Administrator, BCCS

Anthony Deo – Assistant School Business Administrator, BCCS

No members of the public were in attendance.

#### **B. Approval of the Minutes from the Regular Board Meeting of May 20, 2021**

Motion by: S. Risalvato

Seconded by: S. Bell

Yes: S. Bell, N. Jackson, S. Mikhail, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

#### **C. Election of BCCS Board of Trustee Members**

Board Member	Term End Dates	Renewal Term Ends
Nicole Jackson	06/30/21	06/30/23
Salvatore Risalvato	06/30/21	06/30/23
Sam Mikhail	06/30/21	06/30/23

Motion by: S. Risalvato

Seconded by: S. Bell

Yes: S. Bell, N. Jackson, S. Mikhail, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

#### **D. Election of Officers of BCCS Trustees:**

Election of Nicole Jackson as President of BCCS Board of Trustee for one-year term through June 30, 2022.

Motion by: S. Risalvato

Seconded by: S. Bell

Yes: S. Bell, N. Jackson, S. Mikhail, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Election of Sheridan Bell as Vice President of BCCS Board of Trustee for one-year term through June 30, 2022.

Motion by: S. Risalvato

Seconded by: S. Bell

Yes: S. Bell, N. Jackson, S. Mikhail, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Election of Salvatore Risalvato as Treasurer of BCCS Board of Trustee for one-year term through June 30, 2022.

Motion by: S. Risalvato

Seconded by: S. Bell

Yes: S. Bell, N. Jackson, S. Mikhail, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Sam Mikhail left the meeting at 8:08pm.

#### **E. Human Resources**

- 1. 2021-06-17-01.** Resolved, The BCCS Board of Trustees approves the hiring of the following employees for school year 2020 - 2021:

Hire	Position	Salary	Start Date	Attendance Bonus
Kim Grant	Bus Aide	\$17.00 per route	June 7, 2021	\$250
Alec Vidamo	Help Desk Support	30 hours per week	June 7, 2021	N/A

		@\$20/hr.		
Joberta Cassicus	Summer Tech Intern	40 hours per week @\$14/hr./10 weeks	June 21, 2021	N/A

Motion by: S. Risalvato

Seconded by: N. Jackson

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

- 2. 2021-06-17-02.** Resolved, The BCCS Board of Trustees approves the hiring of the following employees for school year 2021 - 2022:

Hire	Position	Salary	Start Date	Attendance Bonus
Latoya Hall	Office Manager	\$48,000	July 1, 2021	N/A
Lorinda Spencer-Mack	Administrative Assistant	\$45,000	July 1, 2021	N/A
John Martinez	Bus Driver	\$33/route	August 30, 2021	\$1,000 Signing and \$2,000 retention
Jorge Zapata	Bus Driver	\$33/route	August 30, 2021	\$1,000 Signing and \$2,000 retention
Joberta Cassicus	Summer Tech Intern	40 hours per week @\$14/hr./10 weeks	June 21, 2021	N/A
Brenna Speed	Teacher	\$64,500	Sept. 1, 2021	\$750
Tia Shannon	Summer School Security	7 hrs/day @\$15/hr for 5 wks	July 6, 2021	N/A

Khalifa Young	Summer School Security	7 hrs/day @\$13/hr for 5 wks	July 6, 2021	N/A
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Motion by: S. Risalvato  
 Seconded by: N. Jackson  
 Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
 No: None  
 Absent: S. Mikhail

- 3. 2021-06-17-03.** Resolved, The BCCS Board of Trustees approves the renewal of contracts for SY 21 - 22 for the employees shown in the attached Administration and Operations Support Staff Compensation Matrix (Personnel Exhibit #1), for the amounts indicated.

Motion by: S. Risalvato  
 Seconded by: N. Jackson  
 Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
 No: None  
 Absent: S. Mikhail

- 4. 2021-06-17-04.** Resolved, The BCCS Board of Trustees approves Attendance Bonuses for teachers for SY 20 - 21 for the employees shown in the attached schedule (Personnel Exhibit #2). for the amounts indicated.

Motion by: S. Risalvato  
 Seconded by: N. Jackson  
 Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
 No: None  
 Absent: S. Mikhail

5. **2021-06-17-05.** Resolved, The BCCS Board of Trustees approves Summer School stipends for teachers for July 6, 2021 to August 6, 2021 for the employees shown in the attached schedule (Personnel Exhibit #3). for the amounts indicated.

Motion by: S. Risalvato

Seconded by: N. Jackson

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

6. **2021-06-17-06.** Resolved, The BCCS Board of Trustees approves the following special bonus payment:

Name	Title	Subject	Reason	Amount
Pearl Wilson	Bus Aide	One-time bonus	Recruiting	\$100

Motion by: S. Risalvato

Seconded by: N. Jackson

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

7. **2021-06-17-07.** Resolved, The BCCS Board of Trustees approves the following personnel costs for summer school bus transportation from July 6, 2021 to August 6, 2021:

- i. Bus drivers @ \$33/route, 4 routes per day, for 24 days
  - Frankie Hernandez
  - Joseph Albert
  - Johnie Smoak
  - Asuncion Ramirez
  - Maria Bonilla
- ii. Bus aides @\$18/route, 4 routes per day, for 24 days
  - Connie Henderson
  - Pearl Wilson
  - Rosanell Goodwin
  - Lowely Esteve
  - Monique Green
  - Kim Grant
  - Dineen Oliver

Motion by: S. Risalvato  
 Seconded by: N. Jackson  
 Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
 No: None  
 Absent: S. Mikhail

- 8. 2021-06-17-08.** Resolved, The BCCS Board of Trustees approves the following academic leadership and curriculum writing stipends for the SY 21 - 22 and this summer, July-August 2021:

Name	Academy	Subject	Reason for Stipend	Amount
Marisol Ghizzzone	ES	4 <sup>th</sup> Grade ELA Teacher	Grade Level Head	\$5,000
Kimberly Erickson	ES	3 <sup>rd</sup> Grade Teacher	Grade Level Head	\$5,000
Lauren Fink	ES	1 <sup>st</sup> Grade Teacher	Grade Level Head	\$5,000
Emily Karen	ES	Social Studies	Curriculum Pacing K-2	\$4,500
Breanna DeMatteo	ES	Social Studies	Curriculum Pacing 3-5	\$4,500
Marguerite O'Brien	ES	Mathematics	Curriculum Head K-2	\$4,500
Jayne Kornbluh	ES	Mathematics	Curriculum Head 3-5	\$4,500
Sarah Middleton	ES	Science	Curriculum Pacing K-2	\$4,500
Carly Druz	ES	Science	Curriculum Pacing 3-5	\$4,500

Note: The ES Curriculum Development stipends of \$4,500 are for the full year.

Motion by: S. Risalvato  
 Seconded by: N. Jackson  
 Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
 No: None  
 Absent: S. Mikhail

- 9. 2021-06-17-09.** Resolved, The BCCS Board of Trustees approves the following Lunch Aide contract renewals for SY 21 - 22.

<b>Lunch Aide</b>	Shelly Simmons	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Norma Simmons	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Yolanda Franklin	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Tiesha Barnes	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Shadasia Council	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Daniella Mckoy	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Rosanna Wilkins	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Nakia Jackson	\$14.50/h x 3h/d x 181d
<b>Lunch Aide</b>	Dominique Ulmer	\$14.50/h x 3h/d x 181d

Motion by: S. Risalvato

Seconded by: N. Jackson

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

**10. 2021-06-17-10.** Resolved, The BCCS Board of Trustees reports the following Resignations/Terminations/Retirements:

Employee	Position	Effective Date	Status
Jamal Glover	Security Guard	June 30, 2021	Termination
Katelyn Sanchez	Teacher	June 30, 2021	Resignation
Emma Badger	Teacher	June 30, 2021	Resignation
Alyssa Tremblay	Teacher	June 30, 2021	Resignation

Motion by: S. Risalvato

Seconded by: N. Jackson

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson



No: None  
Absent: S. Mikhail

**F. Business**

1. **2021-06-17-11.** Resolved, the BCCS Board of Trustees authorizes the Payment of Claims of \$428,178.17 for the period 5/21/21 – 6/16/21.

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

2. **2021-06-17-12.** Resolved, the BCCS Board of Trustees authorizes the School Business Administrator to fund the payrolls of 6/30/21 and 7/15/21 each in the amount of \$550,000 and \$110,000, respectively. Payroll amounts include Employer Payroll Taxes.

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

3. **2021-06-17-13.** Resolved, The BCCS Board of Trustees approves the May Board Secretary Report and its submission to the NJ DOE.

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

4. **2021-06-17-14.** Resolved, The BCCS Board of Trustees approves the expenditures to Maschio's. Inc. of \$41,158.25 for the May 2021 food service invoice.

Motion by: S. Risalvato.

Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

5. **2021-06-17-15.** Resolved, The BCCS Board of Trustees approves the renewal of the cleaning contract with Maverick Building Services for SY 21 - 22 for \$170,144 for ten (10) months. This is a 3.5% increase versus the current year.

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

6. **2021-06-17-16.** Resolved, The BCCS Board of Trustees approves a summer cleaning contract with Maverick Building Services for the five weeks of summer school, July 6 to August 6, 2021 for \$9,092.

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

7. **2021-06-17-17.** Resolved, The BCCS Board of Trustees approves the renewal of the legal services agreement with the Johnston law firm for SY 21 – 22

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

8. **2021-06-17-18.** Resolved, The BCCS Board of Trustees approves the expenditure of \$17,850 for an HVAC building management system with AirGroup LLC for the high school building.

Motion by: S. Risalvato

Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

9. **2021-06-17-19.** Resolved, The BCCS Board of Trustees approves the expenditure of \$4,620 to CDK Systems, In. for the annual licensing and user fees for school accounting software for SY 21 - 22.

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

10. **2021-06-17-20.** Resolved, The BCCS Board of Trustees approves the submission of the Individual with Disabilities Education Act (IDEA) Application for SY 21 - 22 and accepts the grant award of the following funds:

Basic	\$287,876
Preschool	\$4,246

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

11. **2021-06-17-21.** Resolved, The BCCS Board of Trustees approves the expenditure of \$20,160 for SY 21 - 22 for annual dues to the New Jersey Public Charter Schools Association.

Motion by: S. Risalvato  
Seconded by: J. Lisboa  
Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson  
No: None  
Absent: S. Mikhail

12. **2021-06-17-22.** Resolved, The BCCS Board of Trustees approves the expenditure of \$2,390 for SY 21 - 22 for the annual renewal of the PaySchools QuikApps online lunch application program.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

13. **2021-06-17-23.** Resolved, The BCCS Board of Trustees approves the expenditure of \$4,416.31 to Conrail for the annual ground rent payment on the 2,065sf land parcel adjacent to 508 Grand Street.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

14. **2021-06-17-24.** Resolved, The BCCS Board of Trustees approves the expenditure of \$9,413.20 to AG Parts Education for parts for chromebook repairs, the cost to be reimbursed from federal grant funds.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

15. **2021-06-17-25.** Resolved, The BCCS Board of Trustees approves the appointment of Gerald Longo, CPA to perform the CAFR Audit for SY 20 – 21 at a cost of \$35,100.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

16. **2021-06-17-26.** Resolved, The BCCS Board of Trustees approves the monthly rent due Friends 2 of \$170,057.19 for the six monthly payments from July 10, 2021 through December 10, 2021. The rent now includes monthly principal amortization of \$21,250.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

17. **2021-06-17-27.** Resolved, The BCCS Board of Trustees approves the School Business Administrator to enter into an agreement to purchase the CommonLit Schools Essentials PRO assessment and professional development program for SY 21 – 22 at a cost of \$2,500.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

18. **2021-06-17-28.** Resolved, The BCCS Board of Trustees approves the School Business Administrator to enter into a Professional Services Agreement with School Partners LLC for SY 21 – 22 for \$173,250.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

19. **2021-06-17-29.** Resolved, The BCCS Board of Trustees approves the School Re-Opening Plan for SY 21 – 22.

Motion by: S. Risalvato

Seconded by: J. Lisboa

Yes: S. Bell, N. Jackson, S. Risalvato, K. Mone, J. Lisboa, M. Johnson

No: None

Absent: S. Mikhail

- 11. Other Business/New Business
- 12. Public Comment on Non-Agenda Items - None

Adjournment at 8:33pm.