

LEAP ACADEMY CHARTER SCHOOL

May 14, 2020

MINUTES

Meeting called to order by Dr. Gloria Bonilla-Santiago at 5:20 pm.

Attendance:

Present:

Dr. Gloria Bonilla-Santiago
Israel Castro
Dr. Mathew Closter
Mathew Goodwin
John Hall
Héctor Nieves
Gladys Novoa
Brenda Ortiz
Dr. Michael Palis
Omar Samaniego
Dr. Horacio Sosa
Marianne Taylor
Lisa Wright

Excused:

Jonathan Gonzalez

Absent:

Cal Maradonna
Margo Venable

Staff Present

Dr. Alberto Rivera
Stephanie Rogers
Kathleen Jackson
Yusein Durakov
Wanda Garcia

- I. Welcome/Declaration of Compliance with Open Public Meetings Act:** Dr. Santiago opened the meeting and indicated that the meeting was announced with the Open Public Meetings Act. Due to the COVID-19, the meeting was held using a virtual platform. The Governor and the Commissioner of Education have provided several flexibility measures for schools and boards to continue doing business while also complying with the social distance and building closure measures. An opportunity at the end of the meeting was provided for public comment. Dr. Santiago thanked everyone in the Board, the staff and the public for the support and flexibility in a very difficult time for all.

II. Approval of Minutes of April 9, 2020: Hector Nieves presented item 1 for Board approval:

Item 1: Resolved that the Board of Trustees approve the minutes of the meeting of April 9, 2020 as prepared by Wanda Garcia, Board Liaison.

Seconded by John Hall.

Roll Call:

Dr. Gloria Bonilla-Santiago	YES
Israel Castro	YES
Dr. Matthew Closter	YES
Mathew Goodwin	YES
John Hall	YES
Hector Nieves	YES
Gladys Novoa	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Omar Samaniego	YES
Dr. Horacio Sosa	YES
Marianne Taylor	YES
Lisa Wright	YES

III. Chairperson's Report

A. State Updates: Dr. Santiago provided a general update on the state's decisions regarding the COVID-19 pandemic, as follows:

- a. The Governor has extended school closures through the end of the school year. A revised Remote Learning Plan covering the extended closure and addressing a variety of requirements is due to the state by May 22. A re-opening plan will be due as well at a later day.
- b. The NJ Department of Education has not made any specific announcements regarding Summer School options.
- c. LEAP received an allocation from the CARES Act in the amount of \$800,973.
- d. NJDOE has flexed the Teacher Certification to exempt the EdTPA for standard certification candidates. A waiver of Praxis test may also be coming.
- e. The Annual Report will still be due in August 1 and Renewal application in October 15. Additional guidance will be coming regarding changes in some of the questions in lieu of state assessments.

B. Social Media Activity (Power Point Presentation)

- a. **Short presentation** – A short presentation regarding the school’s social media provided. The school has been using various outlets including Facebook, Instagram, and Tweeter. Based on the usage data, these platforms have been effective in disseminating information about the schools, acknowledging accomplishments, celebrating students work and teacher appreciation, communicating guidance to parents. Dr. Santiago acknowledged Sonia Gonzalez, Ted Johnson, and Julie Haymaker for their efforts.

C. Revised Legal Services Policy: Lisa Wright presented a resolution to approve Item 2:

Item 2: Resolved that the Board revises its policy on Legal Services as follows:

0174C LEGAL SERVICES – CHARTER SCHOOL

In accordance with N.J.A.C. 6A:23A-22.6, the Board of Trustees adopts this Policy and its strategies to ensure the prudent use of legal services by employees and the Board of Trustees’ members and the tracking of the use of legal services. The Board of Trustees authorizes the Board Chairperson and Chief Operations and Lead Person as delegated on by Chairperson as designated contact persons to request services or advice from contracted legal counsel.

In accordance with the provisions of N.J.A.C. 6A:23A-22.6(a)2, the Board designates the administrative staff member to review all legal bills and designates contact persons to ensure the prudent use of legal services. The Chief Operations Officer and Lead Person shall be responsible to review all legal bills and confer with designated contact persons in reviewing such legal bills. Charter schools with legal costs that exceed one hundred thirty percent of the Statewide average per pupil amount should establish the procedures outlined in 1., 2., 3., and 4. below and, if not established, provide evidence such procedures would not result in a reduction of costs.

1. The designated contact persons shall ensure that contracted legal counsel is not contacted unnecessarily for management decisions or readily available information contained in charter school materials such as Board policies, administrative regulations or guidance available through professional source materials.
2. All requests for legal advice shall be made to the designated contact persons in writing and shall be maintained on file in the charter school offices. The designated contact persons shall determine whether the request warrants legal advice or if legal advice is necessary.
3. The designated contact persons shall maintain a log of all legal counsel contact including the name of the legal counsel contacted, date of the contact, issue discussed, and length of contact.
4. All written requests for legal advice and logs of legal counsel contacts shall be forwarded to the **Chief Operations Officer and Lead Person**, who shall be responsible to review all legal bills and compare all legal bills to the contact logs and to investigate and resolve any variances.

Any professional services contract(s) for legal services shall prohibit advance payments. Services to be provided shall be described in detail in the contract and invoices for payment shall itemize the services provided for the billing period. Payments to legal counsel(s) shall only be for services actually provided.

Contracts for legal services shall be limited to non-recurring or specialized work for which the charter school does not possess adequate in-house resources or in-house expertise to conduct.

Charter schools are prohibited from contracting with legal counsel or using in-house legal counsel to pursue any affirmative claim or cause of action on behalf of charter school administrators and/or any individual Board members for any claim or cause of action in which the damages to be awarded would benefit an individual rather than the charter school as a whole.

Contracts for legal services will be issued by the Board in a deliberative and efficient manner that ensures the charter school receives the highest quality services at a fair and competitive price or through a shared service arrangement. This may include, but is not limited to, issuance of such contracts through a Request for Proposals (RFP) based on cost and other specified factors or other comparable processes.

The Board of Trustees will annually establish prior to budget preparation, a maximum dollar limit for each type of professional service, including legal services. In the event it becomes necessary to exceed the established maximum dollar limit for the professional service, the Chief Operations Officer and Lead Person shall recommend to the Board of Trustees an increase in the maximum dollar amount. Any increase in the maximum dollar amount shall require formal Board action.

Seconded by Dr. Michael Palis.

Roll Call:

Dr. Gloria Bonilla-Santiago	YES
Israel Castro	YES
Dr. Matthew Closter	YES
Mathew Goodwin	YES
John Hall	YES
Hector Nieves	YES
Gladys Novoa	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Omar Samaniego	YES
Dr. Horacio Sosa	YES
Marianne Taylor	YES
Lisa Wright	YES

IV. Chief Academic Officer/Lead Person Report (Dr. Alberto Rivera-Rivera)

- A. **Teaching and Learning** – Dr. Alberto Rivera-Rivera presented the updated Remote Learning and provided specific changes to address issues of extended closure, grading, support for students with special needs, attendance, and other organizational areas. Dr. Santiago suggested for the plan to also include operational units, such as the Food Program and facilities.

Hector Nieves presented item 3 for Board approval:

- Item 3:** Resolved that the Board approves the updated Remote Learning Plan as presented by Dr. Rivera-Rivera to address extended closure through the end of the school year and include new guidelines from the New Jersey Department of Education to meet Governor’s Murphy Executive Orders.

Further resolved that the Board authorizes submittal of the revised plan to the County Office of Education by May 22, 2020.

Seconded by Mathew Goodwin.

Roll Call:

Dr. Gloria Bonilla-Santiago	YES
Israel Castro	NA
Dr. Matthew Closter	YES
Mathew Goodwin	YES
John Hall	YES
Hector Nieves	YES
Gladys Novoa	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Omar Samaniego	NA
Dr. Horacio Sosa	YES
Marianne Taylor	YES
Lisa Wright	YES

- B. **Reorganization and Restructuring Plan for Fall 2020-2021** – Dr. Rivera-Rivera presented a re-organization and restructuring plan to support and strengthen the instructional needs of the district in the context of the COVID-19 crises and the fiscal challenges and present limitations of the district. The plan includes the consolidation of functions and duties to maximize available existing human capital and some modifications on scope and responsibility of positions to ensure that they capture the expectations for the work needed. This includes revisions and combining the duties of the position of *Director of Online and Hybrid Learning* to a revised position of *Director of Curriculum Instruction and Online Learning* to be effective July 1, 2020. The impact of COVID-19 makes this combined post extremely important for the school, as remote learning becomes a crucial strategic element for the overall instructional direction of the district

and teachers will need considerable instructional support. The existing position of **Director of Special Services** held by Tameka Mathews has been restructured and combined into a revised position –**Director of Principal Leadership and Special Services**, providing principals with managerial and leadership alignment and support district wide. Principals, assistant principals, and instructional supervisors have been distributed among various schools based on their talents and district needs to enable them to strengthen the instruction and operations of each school, as the school focuses on improving student achievement and prepare for students to return post COVID-19 closure.

Dr. Santiago requested for Dr. Rivera-Rivera to verify the various titles of Directors and Coordinators to ensure that they are in line with previous Board approved titles and resolutions .

C. Special Reports

- a. **Early College/College Access:** Khary Golden and Marchelle Roberts presented an update report on the work of the College and updated information on college placements. Khary Golden indicated that over 30 students have accepted to attend Rowan this Fall and over 26 will be attending Rutgers. A growing number of students also accepted admission offers to Camden County College through their articulated programs with Rutgers. Dr. Santiago requested to add the Alfredo Santiago Scholars to the list of reports provided the board on the status of the scholars academic standing.

- b. **High Virtual Graduation Plan** – The school is planning a Virtual Graduation for June 18, 2020. The event will be held using the Zoom platform and will be broadcasted live on Facebook. The link is https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fus02web.zoom.us%2Fwebinar%2Fregister%2FWN_ShScX8j9SvWVz7GSB7AfVg&data=02%7C01%7Cwandag%40camden.rutgers.edu%7C197773fb00144105d03f08d7f82f479d%7Cb92d2b234d35447093ff69aca6632ffe%7C1%7C0%7C637250754251297674&sdata=fCmuVJQhNnX32hcmYqLDe%2Ft%2Fvd6dlDeshahlmFTOXAU%3D&reserved=0

A team of staff including Rutgers’s CLC and LEAP are coordinating this effort. More information will be forthcoming to ensure Board participation.

V. Curriculum Committee: Mathew Closter moved items 4 and 5 for Board approval:

a. Approval of Senior Class for Graduation

- Item 4:** Resolved that the Board approves the following students for high school graduation based on the recommendation from the Principal and Chief Academic Officer and affirmation that these students have met all the high school graduation requirements set forth by the NJDOE and the LEAP Academy Charter.

Abdur-Rahmaan Brewer, Husain
Abreu Beltre, Amalvi
Aguilar-Castelan, Bryan
Alford, Nahreem

Allen, Zha’Nee Nicole
Almonte, Alvin
Avila, Dianne
Banks, Quasir Abdullah Henry

Batista, Andry
Batista, Genesis
Boateng, Jahani Akwasi
Bronson, Lamira Chase
Campbell, Mahailia La Mei
Casquera, Gabriel
Centeno, Carlos Nazir
Coleman, Inaaya
Colgan, Jeren
Concepcion, Jazline Marie
Cosby, Taniyah
Crespo, John Michael
Duran, Lewis
Edelin, Zariah
Escudero, Litzy
Evans, Hakeem
Feliciano, Alexander
Figuerola, Lizbeth
Ford-Harris, Avrianna Lorene
Franco, Zenasia Chyna
Furlough-Daniels, Jalyann Camille
Gallegos, Dania Yael
Gamble, Nakiya Anna-Maria
Garcia-Popoca, Cristian
Garcia, Noel Rafael
German Concepcion, Axel
German, Emanuel
Gilchrist, Mekhii
Gill, Travis Robert Walker
Gomez, Vanessa
Gonzalez Cuevas, Genesis Anney
Grant, Jimiya
Hinson, Ty'Lid La'Kye
Igwe, Sanaa Asha-Asiya
Jennings, Tyiesha Shannon
Jerez-Garcia, Stephanie
Jeronimo Morales, Samuel
Langston, Antoinette Yvonne-Mae
Lozano Lugo, Destiny Jesemi
Lozano Lugo, Moses Jeremiah
Martinez, Jasmine Elizabeth
Melton, Javon Alexander
Mendez, Shaline Angelina
Mercado Munoz, Geralyi
Montero, Bianco Isabel
Morales, Mia
Morris, Keon Anson

Munoz, Yalissa Maria
Neco, Edwin Junior
Newton, Taliyah
Nguyen, Hung
Nickles-White, Ka'Jea Anna
Nivar, Noel
Nixon, Sedale
Nunez, Enjelie
Payano, Cheila Cristal
Perez, Angelis
Peterson, Amira Kristine
Pichardo, Niahlees
Pinto, Zenaida Elsika
Prather, Emmett
Quinones, Marc Anthony
Quinones-Fussell, Juan Carlos
Ramirez, Yuderly Liliana
Ramos, Joshua Alexander
Reddick, Rayonna
Reyes Brito, Dilson Javier
Reyes, Christian
Reyes, Maclein Ariemendis
Rivera-Borges, Camila Ciani
Rivera-Borges, Jailene Milagros
Rivera, Roslinda
Rodriguez Fernandez, Kevin Justin
Rodriguez, Jenniffer
Rodriguez, Jolynne Francis
Roldan, Raymond
Roman Sauri, Cristopher Luis
Roque, Donovan
Rosado, Jesus Manuel
Salmeron, Kelvin Ambrocio
Stevenson, Aniyah Zanae
Sylla, Kouta Souleymane
Taveras Perdomo, Perla Marie
Taylor, Joel Phillip
Taylor, Nazir Anthony
Tlanipa, Briana
Torres, Layla Maria
Torres, Nathaniel
Toure, Kady
Vargas Acevedo, Philip
Vargas, Keyleen Paola
Villa, Joshua
Williams, Mychkila
Xahuentitla, Jakeline

- b. **Approval of RTI Plan** – Tameka Mathews presented an overview of the RTI Plan and the strategy for implementation. This is a required tool for all NJ schools and one that is critical to ensure differentiated instruction is available for all students.

Item 5: Resolved that the Board approves the revised RTI Plan and authorizes implementation accordingly.

Seconded by Mathew Goodwin.

Roll Call:

	Item 4	Item 5
Dr. Gloria Bonilla-Santiago	YES	YES
Israel Castro	NA	NA
Dr. Matthew Closter	YES	YES
Mathew Goodwin	YES	YES
John Hall	YES	YES
Hector Nieves	YES	YES
Gladys Novoa	YES	YES
Brenda Ortiz	YES	YES
Dr. Michael Palis	YES	YES
Omar Samaniego	NA	NA
Dr. Horacio Sosa	YES	YES
Marianne Taylor	YES	YES
Lisa Wright	YES	YES

VI. Chief Operations Officer Updates – Stephanie Rogers provided an update report on operational matters. Highlights are as follows:

- All schools will be painted by June 5th.
- Health Center floors to be done by May 22.
- Stair thread replacements to be completed by June 5th.
- A total of 951 devices have signed out to student and staff and an inventory was provided by Ms. Rogers.
- The health Center has been seeing patients through tele-health as well as with in person visits. Three new patients enrolled this week bringing the total patient base to 895.
- Enrollment for this year is at 1539 enrolled and 1530 paid students. Enrollment for 2020-2021 is projected at 1646 as of April 30, 2020.
- The Family Support and Parent unit has been busy providing support daily as follows:
 - An average of 300 families receiving food every week and an average of 259 families receiving general support in areas of counseling, technology, and social emotional support weekly.
 - A series of virtual parent orientation are scheduled as follows:

<u>Orientations</u>	<u>Dates</u>	<u>Times</u>
New Families Kindergarten Orientation (English)	Wednesday, June 3, 2020	6-7pm
New Families Kindergarten Orientation (Spanish)	Thursday, June 4, 2020	6-7pm
New Families 1-11 Orientation (Spanish)	Monday, June 8, 2020	6-7pm
1-3 Recurrent Family Orientation	Tuesday, June 9, 2020	6-7pm
4-8 Recurrent Family Orientation	Wednesday, June 10, 2020	6-7pm
9-11 Recurrent Family Orientation	Thursday, June 11, 2020	6-7pm

- Dana Pilla presented an updated report on the Online Health Interpreting Program and plans for Spanish Virtual Instruction. She indicated that surveys have been sent to all superintendents in the area to assess interest. Dr. Santiago asked to return with a plan for projected revenues for the June meeting.

VII. Personnel Committee: Marianne Taylor presented the following items for Board approval:

A. New Appointments

Item 6: Resolved that the Board appoint the following individuals:

Name	Position	Contract/Start Date	Salary	Account Numbers
Christian Galletta	Vice Principal	2020-2021	\$ 78,000.00	11-000-240-103-03-052
Alexis Cotton	ESL Upper	2020-2021	\$ 58,000.00	11-240-100-101-03-043

B. Revised Position Descriptions

Item 7: Resolved that the Board approves revised position descriptions for the following:

Director of Curriculum and Online Learning
Director of Principal Leadership and Special Services

C. Recommendations for Teacher Renewal

Item 8: Resolved that the Board approves renewal of the following teachers based on recommendations received by the Chief Academic Officer in consultation with the Principals.

Name	Grade/Area of Content
Albright, Amber	Third Grade
Allen, Matthew	HS English
Aspenburg (Allen), Stephanie	Sixth Grade ELA
Barton, Jesse	Lower Art

Name	Grade/Area of Content
Bear, Ross	HS History
Bivona, Brooke	7th Grade Social Studies
Booker, Alana	8th Grade Science
Butterworth, Glen	HS Math
Caione, Rachel	Jr. High Special Education (ELA/Social Studies)
Carpenter, Amanda	Third Grade
Chambers, Nicole	First Grade
Chohan, Divya	First Grade
Chugh, Sonia	HS ESL
Clark, Catherine	Kindergarten
Cloherly (Mazzucco), Melissa	First Grade
Coles, Summer	Fourth Grade (ELA/Social Studies)
Covington (Huesser), Shannon	Health/P.E. (K3)
Crump (Brennan), Alicia	HS Health/PE
Cuneo, Justine	Second Grade
Dacenko(Phillip), Amanda	HS Health/PE
Daminani, Julian	HS Early College
Davis, Scott	HS Chemistry
Decllet, Luis	HS History
DeFrance, Victoria	Fifth Grade (ELA/Social Studies)
DePew (Gerchman), Stephanie	HS English
Derenzo, Lisa	Second Grade
Di Nuova Jr., Michael	Jr. High Health/PE
Dunkley, Kathleen	Jr. High Health/PE
Durney, John	Sixth Grade Social Studies
Edwards, Cloyette	Kindergarten
Estevez, Annabel	HS Fellow Spanish
Gartland, Erin	8th Grade ELA
Goss, Gregory	HS Computer Science
Green, Marie	Fifth Grade (Math/Science)
Griffith, Emily	Second Grade
Harkins, Patricia	7th Grade (Creative Writing)
Heintz (King), Sandra	8th Grade Math
Hicks, Tiyaana	Kindergarten
Horneff, Sarah	Special Education (K3)
Howell, Isabel	Second Grade
Hudock, Ashley	Kindergarten

Name	Grade/Area of Content
Hughes (Cavallo), Christine	HS Health/PE
Irizarry Rivera, Jennifer	HS English
Jankowski, Katherine	HS Math
Jarrett, Donna-Lee	First Grade
Kaufmann, Regina	HS Special Education
Kaur, Harpreet	8th Grade Social Studies
Kelsey, Bethany	HS Dance/Theater/Music
Khan, Naveen	ESL 4th 8th
Koch, Ryan	HS History
Kogan, Julia	Jr. High Special Education 78
Leftwich, Brandon	7th Grade Science
Long, Debra	Fourth Grade (Math/Science)
Maenner (Sexton), Nicole	Fourth Grade (ELA/Social Studies)
Marino, Richard	Jr. High Health/PE
Marrero, Alyssa	Kindergarten
Mason, Tanya	Special Education (45)
Mauger, Blair	Kindergarten
McKeown, Lauren	Fourth/Fifth Grade (Spanish)
McNamee(Shinault), Lora	Special Education (K3)
Menno, Andrew	Music (K3)
Merrill, Darla	Third Grade
Meslar, Christine	Third Grade
Monte, Melvin	HS Math
Morales, Chelsea	First Grade
Nazzarrio, Nicholas	Fifth Grade (Math/Science)
Orlina, Maria	Third Grade
Perez, Juliana	HS English
Perks, Kristen	8th Grade (Creative Writing)
Perrine, Kristen	Fourth Grade (Math/Science)
Perrone, Anna Marie	7th Grade ELA
Petrutz (Formerly Refsnider), Jessica	HS Special Education
Phillips, Jeffrey	HS Art
Pierce (Formerly Fitzgerald), Michele	Third Grade
Quidachay, Deanna	Title 1 Basic Skills 4th Grade
Redmond, Helen	HS Statistics / Business
Rhea, Michael	HS History
Rocco, Elise	Second Grade
Romano-Pringle, Kayla (Ana)	HS Chemistry

Name	Grade/Area of Content
Rossi, Raymond	HS History
Sarno, Alexandra	HS Science
Scheid, Christopher	HS History
Schultice (Pekarchik), Amy	Sixth Grade Math
Skalka, Christine	Fifth Grade (ELA/Social Studies)
Smith, Randy	HS Biology
Speart (Convery), Nina	Jr. High Arts
Steen, Matthew	Sixth Grade Science
Stephens, Candice	Second Grade
Stoneback, Susan	Special Education (45)
Tarricone, Phillip	HS History
Thomas, Jeff	HS Biology
Uttarotai-Bartal, Helen	HS Math
Vasilakis, Lissel	Spanish (K3)
Vasquez, Silvia	3 Grade (FabLab)
Vicino (Keller-Vicino), Robin	Fourth/Fifth Grade (Creative Writing)
Deletto, Samantha	School Nurse

The following teachers were not recommended for renewal:

Lower	
Tillman, George	Second Grade
Goodman-Berkowitz, Beth	Digital Lit. (K3)
McDowell, Julie	First Grade
Upper	
Fisher, Davenia	Fourth Grade (Project Based Math)
Melnikovsky, Yevgenia	Art (4-5)
Amato, Matthew	Jr. High Music
Byrd, Keith	Title 1 Basic Skills 5th Grade
Mungiole, Sara	Sixth Grade (Creative Writing)
High School	
D'Areca, Nicholas	HS Early College
Kelsey, Henry	HS ESL & English
Quariadi, Michael	HS Engineering

D. Renewal of Instructional Assistants

Item 9: Resolved that the Board accepts recommendations for renewal of Instructional Assistants as follows:

Name	Assignments
Barzey, Chanddra	Lower Instructional Assistant
Crowley, Octavius	HS Instructional Assistant (1-1)
DeJesus, Griseida	Lower Instructional Assistant
Groon, Lynn	STEM Instructional Assistant (1-1)
McFadden, Tonya	Lower Instructional Assistant
Pondexter, Alisha	Lower Instructional Assistant (1-)
Rivera, Melissa	Lower Instructional Assistant
Rodriguez, Joan	Lower Instructional Assistant

E. Renewal of Principals and Instructional Leaders

Item 10: Resolved that the Board approves renewal recommendations and assignments for the following Principals and district staff :

Name
Charles Benito
Barbara Dunlap
Ian Fallstich
Tugba Hoguet
Scott Lunn
Christopher McCrum
Kaitlyn McWilliams
Lisely Mendez-Rivera
Rafael Miranda
Marchelle Roberts
Ramon Santiago

F. Position Modifications

Item 11: Resolved that the Board approves the following position/assignment revisions and modifications for 2020-2021:

Name	Position	Effective Date	Compensation
Ian Fallstich	Instructional Principal 9-12 to focus entirely on the High School	7/1/20	\$ 115,000.00
Tameka Matthews	Director of Principal Leadership & Special Services - to maximize use of	7/1/20	\$ 122,000.00

Name	Position	Effective Date	Compensation
	her expertise and to achieve budgetary efficiencies.		
Expected Appointment scheduled for July 1, 2020.	Director of Curriculum Instruction & Online Learning to be approved in the June meeting.	Expected for 7/1/20	\$96,500
Kaitlyn McWilliams	Instructional Principal K-3 to focus entirely in the instructional program at the Elementary School.	7/1/20	\$95,000

G. Leaves of Absence

Item 12: Resolved that the Board approves the following leaves of absence:

Leave of Absence		
Donna Lee-Jarrett	First Grade	4/22/2020-5/6/2020
Justine Cuneo Dugary (Maternity Leave)	Second Grade	6/1/2020 - 6/26/2020
Amanda Dacenko (Maternity Leave)	K-3 Phys Ed. Teacher	Correction: 4/6/2020 - 6/1/2020
Christine Skalka - Maternity Leave	5th Grade Language Arts	Correction: 8/11/2020 - 12/14/2020

Seconded by Hector Nieves.

Roll Call:

	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11	Item 12
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES	YES	ABS	YES
Israel Castro	NA	NA	NA	NA	NA	NA	NA
Dr. Matthew Closter	YES	YES	YES	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES	YES	YES	YES
John Hall	YES	YES	YES	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	ABS	YES	YES	YES
Gladys Novoa	YES	YES	YES	YES	YES	YES	YES
Brenda Ortiz	YES	YES	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES	YES	YES	YES
Omar Samaniego	NA	NA	NA	NA	NA	NA	NA
Dr. Horacio Sosa	YES	YES	YES	YES	YES	YES	YES
Marianne Taylor	YES	YES	YES	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES	YES	YES	YES

H. Finance Committee Actions: John Hall presented items 13-22 for Board action:

A. LEAP Cramer Hill LLC Financials

Item 13: Resolved that the Board approve the Financial Reports for the LEAP Cramer Hill LLC for the period of February 2020 as provided by the Chief Financial Officer/SBA. Further resolved the Board approve payment as provided in the report.

B. LEAP Financial Reports

Item 14: Approval of Board Line Item Status Report

Whereas, the members of the LEAP Board of Trustees, voting on this resolution, have reviewed the Board Secretary's and Monthly Financial Reports for the month March 2020 and have consulted with the Chief Financial Officer/SBA as deemed appropriate.

Now, therefore, be it resolved, that the members of this Board of Trustees voting (By recorded Roll call) on this Resolution do hereby certify that based on the monthly certification of the Board's Secretary concerning "Budgetary Line Item Status" N.J.A.C. 6A:23-2.11(c) 3 no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(a) 3 and based on such report and the status of budgetary amount and expenditures as of the date of the adoption of this Resolution there appears to be at this time sufficient funds available to meet the School's financial obligations for the remainder of the fiscal year.

C. Approval of Budget Transfers

Item 15: Resolved that the Board approves budget transfers for March 2020 as provided by the Chief Financial Officer.

D. Approval of Expenditure Report/Bill List

Item 16: Whereas, the Business Administrator certifies that there are sufficient funds to pay bills and payroll for March 2020 and April 2020.

Therefore, be it resolved that the LEAP Academy University Charter School Board of Trustees authorizes payment of vouchers and payroll as provided by the Chief Financial Officer.

E. Acceptance of Gift from LLC

Item 17: Resolved that the Board accepts the following gifts:

- Donation of \$43,000 from LEAP/Cramer Hill LLC fund balance for needed repairs in the LEAP buildings.

G. SBA Bond

Item 18: Resolved that the Board approves issuance of a bond in the amount of \$260,000 for Yusein Durakov as required for a School Business Administrator in New Jersey.

H. Title I/CARES Allocation

Item 19: Resolved that the Board accepts the special allocation from the CARES COVID Emergency funding in the amount of \$800,973 and directs the management team to develop the required plan and budget with sufficient funds allotted to cover technology costs.

Item 20: Resolved that the Board authorizes the management team to amend the Title I Plan for 2019- to unused funds and emergent needs related to COVID-19 response.

I. Health Center Budget Transfer

Item 21: Resolved that the Board approves a transfer of \$15,000 from the LEAP Health and Wellness Center, LLC bank account to the general fund to be used for supplies and materials for the Health Center.

J. Renewal of Metz Contract

Item 22: Resolved that the Board approves renewal of the contract with Metz as provider of Food Services. For 2020-2021.

Resolved that the Board approves renewal of the contract with Metz Culinary Management for the period of July 1, 2020 through June 30, 2021 for provision of food services for the LEAP Academy with the following provisions:

Management Fee: \$21,236.80
Administrative Fee: \$32,774.10
No Financial Guarantee

Seconded by Hector Nieves.

Roll Call:

	Item 13	Item 14	Item 15	Item 16	Item 17	Item 18	Item 19	Item 20	Item 21	Item 22
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES Abstain on payments to Rutgers and Metz	YES	YES	YES	YES	YES	ABS

	Item 13	Item 14	Item 15	Item 16	Item 17	Item 18	Item 19	Item 20	Item 21	Item 22
Israel Castro	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Dr. Mathew Closter	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
John Hall	YES	YES	YES	YES Abstain on payments to Republic	YES	YES	YES	YES	YES	YES
Héctor Nieves	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Gladys Novoa	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Brenda Ortiz	YES	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES	YES	YES	YES
Omar Samaniego	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Dr. Horacio Sosa	YES	YES	YES	YES Abstain on payments to Rowan	YES	YES	YES	YES	YES	YES
Marianne Taylor	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

VII. Public Comment

Item 23: **Lisa Wright** presented a motion to open the meeting for public comment.
Seconded by Gladys Novoa.
Roll Call:

	Item 23
Dr. Gloria Bonilla-Santiago	YES
Israel Castro	NA
Dr. Mathew Closter	YES
Mathew Goodwin	YES
John Hall	YES
Héctor Nieves	YES
Gladys Novoa	YES
Brenda Ortiz	YES

	Item 23
Dr. Michael Palis	YES
Omar Samaniego	NA
Dr. Horacio Sosa	YES
Marianne Taylor	YES
Lisa Wright	YES

1. Dr. Velmina Rivera indicated that she has confirmed arrangements with Lab Corp for COVID-19 tests kits and will be able to administer test for all children to re-entry when school re-opens.

VIII. Adjournment

Item 24: Hector Nieves presented a motion to adjourn.

Seconded by Mathew Closter.

Roll Call:

	Item 24
Dr. Gloria Bonilla-Santiago	YES
Israel Castro	NA
Dr. Mathew Closter	YES
Mathew Goodwin	YES
John Hall	YES
Héctor Nieves	YES
Gladys Novoa	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Omar Samaniego	NA
Dr. Horacio Sosa	YES
Marianne Taylor	YES
Lisa Wright	YES

Meeting adjourned at 6:55 pm

Respectfully Submitted,

Wanda Garcia, Board Liaison