

LEAP ACADEMY CHARTER SCHOOL

January 20, 2022

MINUTES

Meeting was called to order by Dr. Gloria Bonilla-Santiago at 5:10 pm.

Attendance:

Dr. Gloria Bonilla-Santiago
Dr. Mathew Closter
Mathew Goodwin
John Hall
Dr. Anthony Lowman
Cal Maradonna
Bette Mengesha
Héctor Nieves
Brenda Ortiz
Michael Palis
Dr. Yozmeris Roman
Omar Samaniego
Dr. Antonio Tillis
Margo Venable
Lisa Wright

Excused:

Jonathan Gonzalez

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. Members of the public were asked to submit any public comments via email to the Board Liaison for prompt attention. Dr. Santiago thanked everyone in the Board, the staff and the public for the support and flexibility in a very difficult time.

II. Approval of Minutes of December 16, 2021: Hector Nieves presented the following resolution:

Item 1: Resolved that the Board of Trustees approve the minutes of the meeting of December 16, 2021 as prepared by Wanda Garcia, Board Liaison.

Seconded by Lisa Wright.

Roll Call:

	Item 1
Dr. Gloria Bonilla-Santiago	YES
Dr. Matthew Closter	YES

	Item 1
Mathew Goodwin	YES
John Hall	YES
Dr. Anthony Lowman	YES
Cal Maradonna	YES
Bette Mengesha	YES
Hector Nieves	YES
Brenda Ortiz	YES
Dr. Michael Palis	----
Yosmeriz Roman	----
Omar Samaniego	YES
Dr. Antonio Tillis	YES
Margo Venable	ABS
Lisa Wright	YES

III. Chairperson’s Report

A. Board Appointment: Dr. Michael Palis presented item 2 for Board approval.

Item 2: Resolved that the Board appoints Margaret Manthe as a public member for a three-year term effective February 2002 through February 2025.

Seconded by Brenda Ortiz:

Roll Call:

	Item 2
Dr. Gloria Bonilla-Santiago	YES
Dr. Matthew Closter	YES
Mathew Goodwin	YES
John Hall	YES
Dr. Anthony Lowman	YES
Cal Maradonna	YES
Bette Mengesha	YES
Hector Nieves	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Yosmeriz Roman	YES
Omar Samaniego	YES
Dr. Antonio Tillis	YES
Margo Venable	YES
Lisa Wright	YES

IV. Curriculum and Instruction

A. Academic Progress Report: Jozian Molina provided an update report on academic issues.

B. Resolutions: Dr. Matt Closter presented 3-7 for Board approval:

Item 3: Resolved that the Board approved the Reading Campaign Plan for implementation and directs the CAO to provide periodic reports to the Board on progress, as well as data/metrics on student progress.

Item 4: Resolved that the Board approves the plan/schedule for implementation of the Extended Day Program and directs the CAO and COO to provide periodic reports on student part, as well as metrics on student progress and participation rates.

Item 5: Resolved that the Board approve the 3-year ESL Plan and directs the CAO to monitor implementation and report to the Board on progress.

Item 6: Resolved that the Board approve the modified school calendar to adjust for snow day closing.

Item 7: Resolved that the Board approve field trips as follows:

Field Trips Requestor Departure & Return Time	Grade Level	Date of Trip	Cost	Purpose of the Trip	Funding Number	Number of Students attending
Amanda Beltran The Franklin Institute 222 N. 20 th Street Philadelphia, PA 19103	4 th	4/7/2022	\$1,549.00	To expose and peak students interested in STEM careers.	11-190-100-800-03-049	122
Amanda Beltran/Keirsten Perks Sky Zone trampoline Park 2834 Rt. 73 North Maple Shade, NJ 08052	5th	2/25/2022	\$2,925.00	This activity will give students the opportunity to practice cooperative learning skills and see force and motion as described in Newton's Law of Motion in real life settings.	11-190-100-800-03-049	117

Motion: Seconded by Liz Wright.

Roll Call:

	Item 3	Item 4	Item 5	Item 6	Item 7
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES	YES
Dr. Matthew Closter	YES	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES	YES
John Hall	YES	YES	YES	YES	YES
Dr. Anthony Lowman	YES	YES	YES	YES	YES
Cal Maradonna	YES	YES	YES	YES	YES
Bette Mengesha	YES	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	YES	YES

	Item 3	Item 4	Item 5	Item 6	Item 7
Brenda Ortiz	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES	YES
Dr. Yozmeris Roman	YES	YES	YES	YES	YES
Omar Samaniego	YES	YES	YES	YES	YES
Dr. Antonio Tillis	YES	YES	YES	YES	YES
Margo Venable	YES	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES	YES

V. Chief Operations Officer Updates – Stephanie Rogers presented update reports for the following areas:

- Enrollment, Recruitment and Retention
- Building Infrastructure and Maintenance
- Health Center
- Family Support/Parent Engagement
- Fire/Safety Drills

VI. Finance Committee Actions: John Hall presented items 8-19

A. Approval of Line-Item Status Report

Item 8: 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 of November 2021 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.

B. LEAP Cramer Hill LLC Financials

Item 9: Resolved that the Board approve the Financial Reports for the LEAP Cramer Hill LLC for the month of November 2021 as provided by the Chief Financial Officer/SBA.

Further resolved the Board approve payments as provided in the report.

C. LEAP Microenterprise Financials

Item 10: Resolved that the Board approve the Financial Reports for the LEAP Microenterprise LLC for the month of November 2021 as provided by the Chief Financial Officer/SBA.

Further resolved the Board approve payments as provided in the report.

D. LEAP Student Transportation

Item 11: Resolved that the Board approve the Financial Reports for the LEAP Transportation LLC for the months of November 2021 as provided by the Chief Financial Officer/SBA.

E. Budget Transfers

Item 12: Resolved that the Board approve budget transfers for November 2021 as provided by the CFO/SBA.

F. Approval of Expenditure Report/Bill List

Item 13: Whereas, the Business Administrator certifies that there are sufficient funds to pay bills and payroll for September and October 2021.

Resolved that the Board approve payment of bills, as follows:

SUMMARY OF BILLS FOR THE MONTH OF NOVEMBER 2021:

November 2021 CHECK AND WIRE DISBURSEMENTS	
FUND	Amount Disbursed
10 General Current Expense	\$2,398,652.05
20 Special Revenue	\$264,405.88
30 Capital Projects	\$25,081.15
60 Enterprise	\$285,983.69
90 Agency	\$482,127.17
91 Payroll	\$717,013.94
Total Disbursements:	\$4,173,263.88

Whereas, the Business Administrator certifies that there are sufficient funds to pay bills and payroll for November 2021.

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

G. Contracts and Financial Transactions

Item 14: Resolved that the Board accept with sincere gratitude a donation of tech equipment from Panzano + Partners (estimate value of \$4000).

Item 15: Whereas, the Board of Trustees of the LEAP Academy University Charter School (“LEAP Academy”) hereby acknowledges receipt of funds donated by the LEAP Cramer Hill, LLC (“LLC”), derived from the LLC’s third-party rental income, in the amount of \$1000 for the purposes of paying for food services or other school purpose. The Board accepts the funds pursuant to N. J. S. A. 18A;20-4.

Resolved that the Business Office is directed to expend the funds for the intended purpose. If such funds are not utilized for the intended purpose, the funds must be either returned to the LLC or the LLC must approve of another use in writing.

Item 16: Resolved that the Board award contract to purchase technology equipment (FABLAB) from Tyrrelltech, INC in the amount of \$79,864.16 based on only response received to bid 22-3 to be paid by 100% ARP ESSER-2.

Item 17: Resolved that the Board reject bid received from Gary F. Gardner, Inc for \$3,865,000 for 22-4 bid for 527 Cooper construction, per 18A:18A-22 because it substantially exceeds the Board's cost estimates for the goods or services and authorize rebid.

Item 18: Resolved that the Board approve the revised 2021-2022 School Year Budget effective 01/01/2022 and submit to the NJDOE Office of Charter Schools.

Item 19: Resolved that the Board approve revised FY22 ESEA Consolidated Grant Budget, as follows:

Function/Object	Title I-A	Title II-A	Title III	Title IV Part A
100-100	\$182,527			
100-300	\$183,000			\$86,025
100-500				\$21,778
100-600	\$272,155		\$12,439	
100-800			\$6,000	
200-100	\$228,800		\$6,000	
200-200	\$255,973		\$459	
200-300	\$4,015	\$94,036		
200-500	\$3,030		\$2,500	
200-600	\$29,677	\$10,000	\$1,000	\$1089
PGM ADM	\$25,000			
Total	\$1,184,177	\$104,036	\$28,398	\$108,892

Seconded by Hector Nieves.

Roll Call:

	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11	Item 12	Item 13	Item 14	Item 15
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES Abstain payments Rutgers Metz	YES	YES	YES
Dr. Matthew Closter	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
John Hall	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES Abstain payments Republic	YES	YES	YES
Dr. Anthony Lowman	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES Abstain on	YES	YES	YES

	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11	Item 12	Item 13	Item 14	Item 15
										payments to Rowan			
Cal Maradonna	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES
Bette Mengesha	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Brenda Ortiz	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Dr. Yozmeris Roman	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Omar Samaniego	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Dr. Antonio Tillis	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES
Margo Venable	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

	Item 16	Item 17	Item 18	Item 19
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES
Dr. Matthew Closter	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES
John Hall	YES	YES	YES	YES
Dr. Anthony Lowman	YES	YES	YES	YES
Cal Maradonna	YES	YES	YES	YES
Bette Mengesha	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	YES
Brenda Ortiz	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES
Dr. Yozmeris Roman	YES	YES	YES	YES
Omar Samaniego	YES	YES	YES	YES
Dr. Antonio Tillis	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES

VI. Personnel Committee: Bette Megesha presented items 20-26 for approval:

A. New Appointments

Item 20: Resolved that the Board appoints the following individuals:

<u>Name</u>	<u>Position/Building Location</u>	<u>Contract/Start Date</u>	<u>Salary</u>	<u>Account Numbers</u>
Diadina Lugo (Paduani)	ESL Teacher K-5	1/18/22	\$ 62,000.00	11-240-100-101-01-043-
Audrey Deren (Kulpin)	6th Grade Math Teacher	3/7/22	\$ 58,000.00	11-130-100-101-02-043-
Ezekiel Montero (Perry)	IA High School	2/1/22	\$ 26,897.00	100% ARP_IDEA 20-223-100-106-22-
Juan Colon-Rehire	FT Custodian	1/10/22	\$ 27,569.43	100% ESSER 2 20-483-262-100-23-
Samantha McAdams	Intern (Nurse)	NA	N/A	N/A

B. Position Changes

Item 21: Resolved that the Board approve the following personnel, salary adjustments and account designation:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Account</u>
Tina Yates	Instructional Aid 1-1, 8th Grade	11/1/2021 for FY22	N/A	Change salary funds from 100% ARP-IDEA to 100% IDEA B 20-259-100-106-00
Brenda Rivera	Assistant BA	11/1/21	N/A	Title Change

C. Co-Curricular Appointments

Item 22: Resolved that the Board approves the following co-curricular appointments:

<u>Name</u>	<u>Assignment</u>	<u>Effective Days</u>	<u>Compensation</u>	<u>Account Code</u>
Sandra Heintz	Special Ed. Tutor	1/3/22	\$30/hour	
Patricia Harkins	Special Ed. Tutor	1/3/22	\$30/hour	
Sonia Chugh	Home Instructor (ESL)	12/21/2021-3/15/2022	\$45/hour	20-245-200-100-00
Sonia Chugh	Program Coord. Title 3 Fed. Funds FY22	1/10/22	\$30/hr. up to \$3000	20-245-200-100-01
Daniel Blackman (correction)	Girls Head Coach	SY 2021-2022	\$7,000	11-402-100-100-12-066

D. Resignations/Terminations/Retirements

Item 23: Resolved that the Board accepts the following resignations/terminations:

Name	Position	Effective Day
Walvis Abreu	6-8 College Access	12/7/21
Sylvia Hunt	PT Bus Driver	12/19/21
Argenis Torres	Custodian	12/31/22
Magda Nunez-Peralta	PT Bus Driver	1/14/22
Teresa Nunez-Peralta	PT Bus Driver	1/14/22
Gregory J. Piscitelli	6-8 Basic Skills	3/9/22

E. FMLA Leave

Item 24: Resolved that the Board approves the following FMLA Leave of Absences:

Name	FMLA Action	Period
Marie Green	FMLA Extension Self	12/28/2021 - 5/31/2022
Nina Speart	Intermittent FMLA Self	1/1/2022-6/28/2022
Jennifer Irizarry	FMLA Family	1/7/2022-2/7/2022
Kaitlyn McWilliams	Intermittent FMLA Self	1/15/2022-6/30/2022

F. External PD

Item 25: Resolved that the Board approves participation of staff on external specialized PD as follows:

NAME	NAME OF WORKSHOP/SEMINAR	LOCATION	DATE (S) & TIME	COST
Brooke Bivona	Science Praxis Test	4201 Church Road, Suite 12 Mt. Laurel Twp., NJ 08054	January 10, 2022	\$0
Brook Bivona	Racial & Social Justice Boot Camp at NJEA Equity Alliance Conference	1000 Boardwalk Atlantic City, NJ 08401	January 14- 16, 2022	\$0

Seconded by Hector Nieves.

Roll Call:

	Item 20	Item 21	Item 22	Item 23	Item 24	Item 25
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES	ABS	YES
Dr. Matthew Closter	YES	YES	YES	YES	YES	YES
Jonathan Gonzalez	YES	YES	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES	YES	YES
John Hall	YES	YES	YES	YES	YES	YES
Dr. Anthony Lowman	YES	YES	YES	YES	YES	YES
Cal Maradonna	YES	YES	YES	YES	YES	YES

	Item 20	Item 21	Item 22	Item 23	Item 24	Item 25
Bette Mengesha	YES	YES	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	YES	YES	YES
Brenda Ortiz	YES	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES	YES	YES
Dr. Yozmeris Roman	YES	YES	YES	YES	YES	YES
Omar Samaniego	YES	YES	YES	YES	YES	YES
Dr. Antonio Tillis	YES	YES	YES	YES	YES	YES
Margo Venable	YES	YES	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES	YES	YES

VIII. Public Comment

Dr. Santiago indicated that all members of the public wishing to send public comments can submit them to Wanda Garcia (Bord Liaison to: wandag@camden.rutgers.edu).

No comments were received.

IX. Adjournment

Item 26: Hector Nieves presented a motion to adjourn.

Seconded by John Hall.

Roll Call:

	Item 26
Dr. Gloria Bonilla-Santiago	YES
Dr. Matthew Closter	YES
Mathew Goodwin	YES
John Hall	YES
Dr. Anthony Lowman	YES
Cal Maradonna	YES
Bette Mengesha	YES
Hector Nieves	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Dr. Yozmeris Roman	YES
Omar Samaniego	YES
Dr. Antonio Tillis	YES
Margo Venable	YES
Lisa Wright	YES

Meeting adjourned at 6:25 pm.

Respectfully Submitted,

Wanda Garcia
Board Liaison