

**LEAP Board of Trustees Meeting
February 22, 2023
MINUTES**

Meeting called to order at 5:05pm.

Attendance:

Dr. Gloria Bonilla-Santiago
Dr. Mathew Closter
Margaret Manthe
Cal Maradonna
Bette Mengesha
Dr. Donna Nickitas
Héctor Nieves
Dr. Michael Palis
Omar Samaniego
Lisa Wright

Excused:

Dr. Anthony Lowman
Brenda Ortiz
Margo Venable
Dr. Yosmeriz Roman

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 January 19, 2023: Dr. Michael Palis presented the following resolution:

Item 1: Resolved that the Board of Trustees approve the minutes of the meeting of January 19, 2023 as prepared by Wanda Garcia, Board Liaison.

Seconded by Dr. Donna Nickitas.

Roll Call:

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

	Item 1
Cal Maradonna	YES
Bette Mengesha	YES
Dr. Donna Nickitas	YES
Hector Nieves	YES
Dr. Michael Palis	YES
Omar Samaniego	----
Lisa Wright	YES

III. Chairperson's Report

- **Update on 527 Cooper Street Building Project:** Hector Nieves presented Item 2 for approval.

Item 2: Resolved that the Board authorizes the school to proceed to bid for the project once approved by Planning Board and engage in negotiations for implementing the project that will be housed at the new facility.

Seconded by Bette Mengesha.

Roll Call:

	Item 2
Dr. Gloria Bonilla-Santiago	YES
Dr. Matthew Closter	YES
Margaret Manthe	YES
Cal Maradonna	YES
Bette Mengesha	YES
Dr. Donna Nickitas	YES
Hector Nieves	YES
Dr. Michael Palis	YES
Omar Samaniego	YES
Lisa Wright	YES

IV. Operational Report- Stephanie Rogers, COO/Lead Person: Stephanie Rogers provided a progress report on the following areas:

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

V. Finance Committee Actions: Margaret Manthe presented Items 3-10 for Board approval:

A. Approval of Line-Item Status Report

- Item 3:** 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 December 2022 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 4:** Resolved that the Board approve the Financial Reports for the LEAP Cramer Hill LLC for the month of December 2022 as provided by the Chief Financial Officer/SBA.

C. LEAP Microenterprise Financials and LEAP Health and Wellness

- Item 5:** Resolved that the Board approve the Financial Reports for the LEAP Microenterprise LLC and for the LEAP Health Center for the month of December 2022 as provided by the Chief Financial Officer/SBA.

D. LEAP Student Transportation

- Item 6:** Resolved that the Board approve the Financial Reports for the LEAP Transportation LLC for the month of December 2022 as provided by the Chief Financial Officer/SBA.

E. Budget Transfers

- Item 7:** Resolved that the Board approve budget transfers for the month of December 2022 as provided by the CFO/SBA.

F. Approval of Expenditure Report/Bill List

- Item 8:** Whereas, the Business Administrator certifies that there are sufficient funds to pay bills and payroll for the month of December 2022;

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

SUMMARY OF BILLS FOR THE MONTH OF:
CHECK AND WIRE DISBURSEMENTS

FUND	Amount Disbursed December 2022
10 General Current Expense	\$ 1,591,114.75
20 Special Revenue	\$403,789.04
30 Capital Projects	\$667
60 Enterprise	\$166,924.47
90 Agency	\$574,433.46
91 Payroll	\$881,204.33
95 Student	\$0
96 Parent Council	\$13,159.20
Total Disbursements:	\$3,631,292.25

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 9: Resolved that the Board award a contract to SchoolWorks for \$30,600 for PD in NJ learning acceleration coaching RFP 23-4, paid with ARP ESSER 3 Accelerated Learning.

Item 10: Resolved that the Board award a time and material contract for roofing repairs district-wide to Alper Enterprises, INC in the amount not to exceed \$55,000 per EDDATA bid#10982 - Roof Repairs and Replacement-Package #30.

Seconded by Hector Nieves.

Roll Call:

	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES	YES	YES Abstain on payments to Rutgers and Metz	YES	YES
Dr. Matthew Closter	YES	YES	YES	YES	YES	YES	YES	YES
Margaret Manthe	YES	YES	YES	YES	YES	YES	YES	YES
Cal Maradonna	YES	YES	YES	YES	YES	YES	YES	YES

	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10
						Abstain on payments to Rutgers		
Bette Mengesha	YES	YES	YES	YES	YES	YES	YES	YES
Dr. Donna Nickitas	YES	YES	YES	YES	YES	YES Abstain on payments to Rutgers	YES	YES
Hector Nieves	YES	YES	YES	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES	YES	YES Abstain on payments to Rutgers	YES	YES
Omar Samaniego	YES	YES	YES	YES	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES	YES	YES	YES	YES

VI. Personnel Committee: Bette Mengesha presented items 11-16 for Board approval.

A. New Appointments

Item 11: 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>
Bin Liu (D.Hofbauer)	7th Grade Math	2/20/23	\$70,000.00	11-130-100-101-02-043
Bin Liu (D.Hofbauer)	Sign-on Bonus (after 90 day) eff. 5/22/2023	5/22/23	\$5,000.00	11-130-100-101-02-043
Lance Privetera (Replacing R.Jastrembski)	5th Grade Math	3/1/23	\$70,000.00	11-130-100-101-03-043
Lance Privetera (Replacing R.Jastrembski)	Sign-on Bonus (after 90 day)	3/1/23	\$5,000.00	11-130-100-101-03-043
LeRon Young (Replacing T.Yates)	1:1 Instructional Aide	2/1/23	33,000.00	100% ARP IDEA-20-223-100-106-22
Jalen Daniels (K.Dunkley)	Teacher Fellow (pending certification)	3/1/23	\$45,000.00	100%20-484-100-106
Michelle Rivera, (new position)	Certified Medical Assistant	3/1/23	\$40,000.00	11-800-330-100-09-066
Dalila Lopez, (Replacing K.Santos)	Medical Assistant	3/15/23	\$35,000.00	11-800-330-100-09-066
Darrell Baynard, III	Part-time Custodian	1/17/23	\$15/hour	11-000-262-100-PT-066
Johnnell Nesmith	PT Ed. Safety Monitor	2/16/23	\$15/hour	11-000-266-100-PT-066

B. Position Changes/Adjustments

Item 12: Resolved that the Board approves the following position modifications and salary adjustments:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Account Number</u>
Rakeisha Weir (Replacing S.Wagner)	From TF to Teacher of English	2/16/23	\$55,000.00	100% ESSER@ 20-483-100-106-23
Richard Villar (Replacing N.Moraza)	PT - FT Custodian	2/16/23	\$27,000.00	100%ARP 20-487-262-100-23
Acquiles Sanchez	FT - PT Bus Driver	2/2/23	\$30/hour	

C. Co-Curricular Appointments

Item 13: Resolved that the Board approves the following co-curricular appointment. Payments are based on actual work performed.

<u>Name</u>	<u>Extended Day</u>	<u>Effective Date</u>	<u>Hourly Rate</u>	<u>Account Number</u>
Nancy Orfe	Extended Day	2022-2023	\$45/hour	20-487-100-110-22-
Amanda Beltran	Extended Day	2022-2023	\$45/hour	20-487-100-110-22-
Octavius Crowley	Extended Day	2022-2023	\$45/hour	20-487-100-110-22-
Ray Rossi	Head Coach/Varsity (Boys Baseball)	2022-2023	\$10,000.00	
Jonathan Gorman	Assistant Coach (Boys Baseball)	2022-2023	\$5,000.00	
Brittany Carney	Volleyball (Boys Volleyball)	2022-2023	\$5,000.00	
Sarah Horneff	Head Coach (Girls Softball)	2022-2023	\$10,000.00	
Mike DiNuova	Assistant Coach (Girls Softball)	2022-2023	\$3,500.00	
Kyra Jenkins	JV Coach (Girls Softball)	2022-2023	\$3,500.00	
Mike DiNuova	JV Coach (Girls Basketball)	2022-2023	\$5,000.00	
Amanda Beltran	Locker Room Attendant	2022-2023	\$45/hour	11-000-266-110-PT-066

D. Mentor Agreements

Item 14: Resolved that the Board approves the following teacher mentoring agreements:

<u>MENTOR/MENTEE</u>	<u>Grade Level</u>	<u>Term</u>
Lisa Derenzo - David Richardson	3rd Grade Teacher	2022-2023
Ryan Koch - Rakeisha Weir	HS English	2022-2023

E. Resignations/Terminations/Retirements

Item 15: Resolved that the Board accepts the following resignations/terminations:

<u>Resignations</u>	<u>Position</u>	<u>Effective Date</u>
Andrea Stubbs	6th Grade Science	1/25/23
Tanjae Lewis	Literacy Support Professional	2/2/23
Carlota Moreira	PT Custodian	2/2/23
Christian Feliciano	PT Custodian	2/15/23
Kriza Santos (position filled)	Clinical Program Associate	2/15/23

F. Family Leave

Item 16: Resolved that the Board approves the following request for Family/Medical Leave:

<u>Name</u>	<u>Position</u>	<u>Effective Days</u>
Summer McFerren	2nd Grade Teacher	2/27/2023 - 5/26/2023
Jose Algarin	Custodian	2/6/2023-3/4/2023
Sarah Fisher	Elementary	1/23/2023 - 2/21/2023

Seconded by Hector Nieves.

Roll Call:

	<u>Item 11</u>	<u>Item 12</u>	<u>Item 13</u>	<u>Item 14</u>	<u>Item 15</u>	<u>Item 16</u>
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES	YES	YES
Dr. Matthew Closter	YES	YES	YES	YES	YES	YES
Margaret Manthe	YES	YES	YES	YES	YES	YES
Cal Maradonna	YES	YES	YES	YES	YES	YES
Bette Mengesha	YES	YES	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	YES	YES	YES
Dr. Donna Nickitas	YES	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES	YES	YES
Omar Samaniego	YES	YES	YES	YES	YES	YES
Lisa Wright	YES	YES	YES	YES	YES	YES

VIII. Curriculum Committee

A. Academic Progress Report – Jozian Molina, CAO provided a progress report on the following areas:

- NJSLA Analysis
- Gradebook Analysis
- Extended Day Academic Support Students (Gradebook Analysis & Attendance)
- College Access Report
- Early College Report

B. Action Items: Dr. Matt Closter presented items 17-19 for Board approval:

Item 17: Resolved that the Board approves the contract with SchoolWorks in the amount of \$80,300 per the proposal submitted for consideration.

Item 18: Resolved that the Board approves the continued partnership with Girls on the Run and the associated fee for the school to participate.

Item 19: Resolved that the Board authorizes participation the following PD opportunities:

NAME	NAME OF WORKSHOP/SEMINAR	ACADEMIC/ OPERATIONAL RATIONALE	LOCATION	DATE (S) & TIME	COST
Aviva Gordon	Intensive Trauma Treatment	Training CST team with trauma treatment will allow the team to pass on information learnt to admin, principals, teachers and additional support staff	Webinar	02/06/2023-02/07/2023	\$182.73
Jenna Welch	Intensive Trauma Treatment	Training CST team with trauma treatment will allow the team to pass on information learnt to admin, principals, teachers and additional support staff	Webinar	02/06/2023-02/07/2023	\$182.73
Eric Flecken	Intensive Trauma Treatment	Training CST team with trauma treatment will allow the team to pass on information	Webinar	02/06/2023-02/07/2023	\$182.73

NAME	NAME OF WORKSHOP/SEMINAR	ACADEMIC/ OPERATIONAL RATIONALE	LOCATION	DATE (S) & TIME	COST
		learnt to admin, principals, teachers and additional support staff			
Natalia Tomassini	Intensive Trauma Treatment	Training CST team with trauma treatment will allow the team to pass on information learnt to admin, principals, teachers and additional support staff	Webinar	02/06/2023-02/07/2023	\$182.73
Dennis Rivera	NJDOE School Safety	School Safety/ Active shooters series	Hamilton Technology Center Auditorium 1200 Negron Dr Hamilton NJ 08625	02/28/2023	\$0
Tugba Hoguet	School Law- Boot Camp	The workshop will address directors' legal duty of care that must be exercised in various settings and provide simulations as to how to analyze, document and prioritize issues in the moment.	Webinar	04/27/2023	\$150
Tugba Hoguet	Multilingual Learners Summit	The workshop will address a wide range of emerging best practices and legal issues for Multilingual learners and ESL programs current issues and legislative issues	Webinar	05/12/2023	\$150

Item 18: Resolved that the Board approves the following field trips:

Field Trips Requestor Departure & Return Time	Grade Level	Date of Trip	Cost	Purpose of the Trip	NJSLS Standard Alignment	Number of Students attending
Julia Kogan New Freedom Theater 7 Lock Street Philadelphia, PA 19127 9am - 12pm	9-11	2/15/2023	0	To provide students with the knowledge of valuable contributions that African Americans have made to society. Students will also learn about a range of different people and cultures. Students will demonstrate their knowledge gained through an essay writing assignment on one of the several topics observed.	In Accordance with NJSLA 6153 the trips offered align to student learning standards for English Language Arts in the area of Reading, Writing, Speaking and Listening. Determine central ideas or themes of a text and analyze their development; summarize the key supporting details and ideas.	130
Julia Kogan New Freedom Theater 7 Lock Street Philadelphia, PA 19127 9am - 12pm	9-11	2/16/2023	0	To provide students with the knowledge of valuable contributions that African Americans have made to society. Students will also learn about a range of different people and cultures. Students will demonstrate their knowledge gained through an essay writing assignment on one of the several topics observed.	In Accordance with NJSLA 6153 the trips offered align to student learning standards for English Language Arts in the area of Reading, Writing, Speaking and Listening. Determine central ideas or themes of a text and analyze their development; summarize the key supporting details and ideas.	90
Donna Robertson & Christopher McCrum L3 Harris 1 Federal St, Camden, NJ 9am- 2pm	10	2/22/2023	0	This opportunity will provide insight and exposure to students into various technology-based careers such as engineering etc. Provides students with the experiential element that resonates so within the professional strata in these fields		15

Field Trips Requestor Departure & Return Time	Grade Level	Date of Trip	Cost	Purpose of the Trip	NJSLS Standard Alignment	Number of Students attending
Amanda Mercado & Amanda Beltran Alice and Paul Institute 128 Hooton Rd Mt Laurel, NJ 08054 9:20am-12:30pm	3-5	3/31/2023	\$600.00	Our scholars will learn about women's history including the social, economic and political events. This trip will encourage our students, who are our future leaders to continue Alice Paul's vision for women equality. This trip will educate and empower them to view themselves as leaders and encourage civil engagement. They will complete a journal writing exercise where students can answer questions, reflect on their thoughts as they go through the Institute. After the field trip, the students will share their writing with their class.	This activity ties into the NJ Core Curriculum content standards by teaching foundational ideas of government, democracy, and human rights through an educational experience at a local National Historic Landmark, Alice Paul Institute. (6.1 U.S. History) All students will acquire the knowledge and skills to think analytically about how past and present interactions of people, cultures, and the environment shape the American culture. (6.1.2.CivicsPI.4) This experience will also explain how all people, not just official leaders, play important roles in a community	60
Kyra Jenkins Philadelphia Eagles 1 Lincoln Financial Field Way Philadelphia, PA 19148	8 th	3/16/2023	\$900	Students will apply geometric to real world and mathematical problems, making use of properties of figures such as estimate lengths, areas and volumes. Students will have a positive impact from this activity by getting the opportunity to see how math, science, and engineering can be used to make such an outstanding facility. With this being the Eagles stadium, it	Students leverage analytic geometry as they express geometric properties with equations and use coordinates to prove geometric theorems algebraically. 8.G.A.1a Lines are taken to lines, and line segments to line segments of the	120

Field Trips Requestor Departure & Return Time	Grade Level	Date of Trip	Cost	Purpose of the Trip	NJSLS Standard Alignment	Number of Students attending
				will encourage students to apply more effort with their studies to be able to do such a thing. This is a first-hand experience of STEM in the workforce. Students will be provided with an assignment regarding how math and science has been used to create the Lincoln Financial center using geometric shaping and Pythagorean theorem.	same length. 8.G.A.1b Angles are taken to angles of the same measure. 8.G.A.1c Parallel lines are taken to parallel lines. 8.G.A.3 Describe the effect of dilations, translations, rotations, and reflections on two-dimensional figures using coordinates. Mathematical Practices MP.1, MP.2, MP.3, MP.4, MP.6, MP.7, MP.8	

Seconded by Hector Nieves.

Roll Call:

	Item 17	Item 18	Item 19
Dr. Gloria Bonilla-Santiago	YES	YES	YES
Dr. Matthew Closter	YES	YES	YES
Margaret Manthe	YES	YES	YES
Cal Maradonna	YES	YES	YES
Bette Mengesha	YES	YES	YES
Hector Nieves	YES	YES	YES
Dr. Donna Nickitas	YES	YES	YES
Dr. Michael Palis	YES	YES	YES
Omar Samaniego	YES	YES	YES
Lisa Wright	YES	YES	YES

IX. 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.

X. Adjournment: Dr. Donna Nickitas presented Item 20 for approval.

Seconded by Dr. Michael Palis.

Roll Call:

	Item 20
Dr. Gloria Bonilla-Santiago	YES
Dr. Matthew Closter	YES
Margaret Manthe	YES
Cal Maradonna	YES
Bette Mengesha	YES
Hector Nieves	YES
Dr. Donna Nickitas	YES
Dr. Michael Palis	YES
Omar Samaniego	YES
Lisa Wright	YES

Meeting adjourned at 5:50 pm.