



University Heights Charter School

Regular Monthly Meeting Minutes

Wednesday, March 21, 2018 – 6:30 PM

I. Opening Items

A. Call to Order – 6:42 PM

B. Sunshine Law/Public Notice Statement

The Sunshine Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the University Heights Charter School Board of Trustees has caused notice of this meeting to be published by having the date, time, and place thereof posted on the parents notice board in the lobby, the website, in the Star-Ledger newspaper on May 26, 2017.

Roll Call

Voting Members	Role	Term Ends	Present	Absent	LA/ED
Antonio Biancardi	Trustee	8/16/2020	X		
Nicole Butler	President, Trustee	6/30/2018		X	
Miyoshi Lee	Vice-President, Trustee	11/30/2018	X		
Kelly Murchison	Trustee	10/17/2020		X	
Edward Nadel	Trustee	11/15/2020		X	
Elizabeth Rainey-Goka	Trustee	2/28/2019	X		
Kimaada Sills	Trustee	3/30/2019	X		
Anuja Vejalla	Trustee	12/31/2020	X, 6:48 pm		
Marinne Walker	Trustee	3/30/2019	X		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Tamara Cooper	Executive Director	X		
Michael Falkowski	SBA/Board Secretary	X		
Wyomia Scott	Principal - Lower School	X		
Sherri Taft	Parent Coordinator	X		
Lanada Avinger	Principal – Junior High	X		
Kethurah Williams-Howell	Principal – Elementary School	X		
Maria Picone	Director of Early Learning	X		

~~C. Motion to Adjourn Public Session and open Executive Session (if necessary)~~

~~D. Motion to Adjourn Executive Session and open Public Session~~

E. Public Comments - NONE

F. Approval of Regular Board Minutes

- To approve the minutes from the Board meeting held on Wednesday, February 21, 2018.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi		X				Elizabeth Rainey-Goka	2 ND	X			
Nicole Butler					X	Kimaada Sills		X			
Miyoshi Lee	1 ST	X				Anuja Vejalla					X
Kelly Murchison					X	Marinne Walker		X			
Ed Nadel					X						

II. Executive Director Report

A. Organizational Updates

B. Board Updates

- Legal: <https://www.njsba.org/services/legal/>
- Committees

C. School Updates

- Principal Reports - Upper, Lower & Elementary Schools
- Parent Coordinator Report

D. Compliance

- Student Related
- NJSMART Laws Update

E. Resource Development

F. Enrollment – Average \$16,012/student

Grade	18 ENR	Jul 15, 17	Aug 15, 17	Sep 15, 17	Oct 15, 17	Nov 15, 17	Dec 15, 17	Jan 15, 18	Feb 15, 18	Mar 15, 18	Apr 15, 18	May 15, 18	Jun 15, 18	Wait List
PreK3	45		45	45	45	45	45	45						176
PreK4	75		75	75	75	75	75	74						37
Total	120		120	120	120	120	120	119						213
Difference			0	0	0	0	0	-1						
K	150		124	124	119	117	117	115						0
1	150		127	121	118	119	119	120						0
2	75		81	80	79	82	82	82						0
3	75		86	86	85	88	88	86						33
4	75		91	86	86	87	87	85						54
5	75		84	82	83	84	84	85						22
Total	600		593	579	570	577	577	573						109
Difference			-7	-21	-30	-23	-23	-27						
6	75		77	73	74	73	73	72						0
7	50		54	54	53	54	54	53						0
8	50		60	60	60	61	61	59						11
Total	175		191	187	187	188	188	184						11
Difference			+ 16	+ 12	+ 12	+13	+13	+9						
Loss in Aid:			-\$112k	-\$336k	-\$480k	-\$368k	-\$368k	-\$448k						

III. Committee updates

- a. Finance Committee
- b. Building
- c. Strategic Performance
- d. Family and Community Engagement
- e. Governance
- f. Development

IV. Board Resolutions

1. Finance

- a. Board Secretary's and Treasurer's Report: To approve the Secretary's and Treasurer's Reports for February 2018, as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the University Heights Charter School Board of Trustees acknowledges receipt of the secretary's certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of February 2018, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school's financial obligations for the remainder of the fiscal year.
- b. Transfers: Approve transfers up February 28, 2018.
- c. Bills List: Approve Bills List from February 22 to March 21, 2018.
- d. Payroll: To approve the following payrolls:

• February 23, 2018	\$359,654.30
• March 9, 2018	\$355,242.67

- e. To approve the FY19 Budget.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi		X				Elizabeth Rainey-Goka		X			
Nicole Butler					X	Kimaada Sills	1 st	X			
Miyoshi Lee	2 nd	X				Anuja Vejalla		X			
Kelly Murchison					X	Marinne Walker		X			
Ed Nadel					X						

- 2. **Contracts - NONE**
- 3. **Buildings & Grounds - NONE**
- 4. **Personnel**

- a. To approve the following new hires:

First	Last	Status	Assignment	Building	Type	10/12 Month	Start	Finish	Salary
Ryan	Silver	New	Interim Assistant Principal	Elementary	Certified	12	4/2/2018	6/30/2018	
Sara	Beiro	New	Teacher	Middle School	Certified	10	3/12/2018	6/22/2018	

- b. To approve the following stipends:

First	Last	Activity	Building	Start	Finish	Time	Type	Stipend
Stephanie	Bowers	Master PreK Teacher	Elementary	2/26/2018	6/22/2018	One-Time	Non-Certified	
Tamara	Cooper	Summer School Prep	District	3/1/2018	6/22/2018	One-Time	Certified	
Wyomia	Scott	Summer School Prep	District	3/1/2018	6/22/2018	One-Time	Certified	
Shiree	Slade	Summer School Prep	District	3/1/2018	6/22/2018	One-Time	Certified	
Sherri	Taft	Summer School Prep	District	3/1/2018	6/22/2018	One-Time	Non-Certified	
Tina	Newton	Summer School Prep	District	3/1/2018	6/22/2018	One-Time	Certified	
Christopher	Vitale	Summer School Prep	District	3/1/2018	6/22/2018	One-Time	Certified	
Jameelah	Surgeon	Summer School Prep	District	3/1/2018	6/22/2018	One-Time	Certified	

- c. To accept the following resignations:

First	Last	Assignment	Building	Type	Contract	Last Day	Reason Given
Andrea	Julien	Assistant	Middle School	Non-Certified	10-Months	3/12/2018	Personal

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi	2 nd	X				Elizabeth Rainey-Goka		X			
Nicole Butler					X	Kimaada Sills		X			

Miyoshi Lee	1 ST	X				Anuja Vejalla		X			
Kelly Murchison					X	Marinne Walker		X			
Ed Nadel					X						

5. Curriculum/Special Education – NONE

6. Policy/Miscellaneous

- a. To approve the 2nd reading of the 2018-2019 school year calendar.
- b. To approve the 1st reading of the Strategic Plan.
- c. To approve the 1st read of the following proposals:
 - EmpowerED Proposal
 - Clinical Proposal
 - Tentative Classroom Plan

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi	2 nd	X				Elizabeth Rainey-Goka		X			
Nicole Butler					X	Kimaada Sills		X			
Miyoshi Lee	1 ST	X				Anuja Vejalla		X			
Kelly Murchison					X	Marinne Walker		X			
Ed Nadel					X						

V. Board Member Reminders

- a. Governance Training
- b. Future Board Meetings – Wednesday, April 18, 2018

VI. Motion to Adjourn Public Session and Adjourn to Executive Session – 8:11pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi	2 nd	X				Elizabeth Rainey-Goka		X			
Nicole Butler					X	Kimaada Sills		X			
Miyoshi Lee	1 ST	X				Anuja Vejalla		X			
Kelly Murchison					X	Marinne Walker		X			
Ed Nadel					X						

Topics:

- HIB reports
- Personnel matter

VII. Motion to Adjourn to Executive Session and Open Public Session – 8:28 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi	1 st	X				Elizabeth Rainey-Goka		X			
Nicole Butler					X	Kimaada Sills		X			
Miyoshi Lee	2 nd	X				Anuja Vejalla		X			
Kelly Murchison					X	Marinne Walker		X			
Ed Nadel					X						

VIII. Motions

- a. To accept the March HIB report.
- b. To approve the February HIB report.
- c. To approve a non-continuation of contract Mr. Desai.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi		X				Elizabeth Rainey-Goka	2 nd	X			
Nicole Butler					X	Kimaada Sills	1 st	X			
Miyoshi Lee		X				Anuja Vejalla		X			
Kelly Murchison					X	Marinne Walker		X			
Ed Nadel					X						

IX. Motion to Adjourn Meeting – 8:32 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Antonio Biancardi	2 nd	X				Elizabeth Rainey-Goka		X			
Nicole Butler					X	Kimaada Sills		X			
Miyoshi Lee		X				Anuja Vejalla		X			
Kelly Murchison					X	Marinne Walker	1 st	X			
Ed Nadel					X						