

**INTERNATIONAL ACADEMY OF ATLANTIC CITY
MINUTES FOR BOARD OF TRUSTEES MEETING**
Wednesday, August 10, 2016, Public Session – 6:30 PM
25 Blackhorse Pike, Pleasantville, NJ 08232
FORMAL ACTION WILL OR MAY BE TAKEN

- I. **Call to Order – 6:32 PM**
- II. **Open Public Meeting Statement**

The New Jersey Open Public Meetings 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 any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the International Academy of Atlantic City Board of Trustees has caused notice of this meeting to be given by having the date; time and place advertised in Press of Atlantic City.

- III. **Salute to Flag**
- IV. **Roll Call**

Board Member	Present	Absent	Board Member	Present	Absent
Ed Blake		X	Cydnee Phoenix	X	
Rolanda Brewer	X		Stacey Zacharoff	X	
Peter Caporilli	X				

Others Present: Dr. Natakie Chestnut, School Director, Michael Falkowski, Acting Board Secretary
Nestor Smith, Board Attorney, Jose Afonso, SABIS; Ms. Traci Cormier, SABIS

V. **Board Business**

- 1. Committee Appointments
 - a. Standing Committees
 - i. Executive
 - ii. Advisory Grievance/School Parent-Teacher – REQUIRED
 - iii. Nominating
 - iv. Finance
 - v. Enrollment
 - vi. Development

To approve School Parent-Teacher Grievance Committee consisting of 3 teachers and 2 parents to be formed by Dr. Chestnut.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix		X			
Rolanda Brewer	1 st	X				Stacey Zacharoff	2 nd	X			
Peter Caporilli		X									

2. Discussion

- a. 2016-2017 school year and impact of 354 enrollment
 - i. Modify book order (seek return/refund authorization)
 - ii. 2016-2017 IAAC budget based upon 354 students.

Mr. Caporilli updated the Board that we are staying in the current building at a reduce enrollment from 403 students to 354. The Board discussed a modified budget of 354 students. SABIS & SBA agreed that a 354 budget will work.

- b. Facility
 - i. Examine the St Peter's facility proposal prepared by SABIS for 354
 - ii. Review the Highmark proposal and prepare a response.

Mr. Caporilli passed around the St. Peter's layout at 354 students. Discussion about the Highmark proposal and is the building suitable for the future growth of the Board. The Board Attorney, Mr. Smith commented that no work from his firm has occurred since the last meeting.

- c. Governance
 - i. Board self-assessment
 - ii. School Director assessment
 - iii. Training - NJ SBA Board Governance

Discussion about process to complete Board self-assessment. School Director assessment was performed by SABIS and Dr. Chestnut. The assessment will be submitted to the Board when completed for review. Board will be registered for the online Governance training.

d. Hiring – referral fees

Conversation about hiring a Nurse, but no further discussion is necessary.

e. Monthly SABIS support summary – Develop Motion

Mr. Caporilli want to have a monthly summary from SABIS similar to what the International of Academy of Trenton is doing. Ms. Cormier commented that SABIS has not started the report, but will show the Board once it is developed in a few months.

VI. Approve Agenda

Motion to approve the agenda for the **August 10, 2016** regular meeting of the Board of Trustees.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix	2 nd	X			
Rolanda Brewer		X				Stacey Zacharoff	1 st	X			
Peter Caporilli		X									

VII. Acceptance of Meeting Minutes

Motion to accept the minutes from the **July 6, 2016** meeting of the Board of Trustees.

Notes: Minutes were updated to include Ms. Phoenix as present.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix		X			
Rolanda Brewer	2 nd	X				Stacey Zacharoff		X			
Peter Caporilli	1 st	X									

VIII. School Director’s Report & Academic Update

Dr. Chestnut presented the Director’s Report to the Board.

IX. Comments from SABIS Representatives

Ms. Cormier commented that a lot was accomplished today while Ms. Cormier and Dr. Chestnut. Mr. Cormier complimented the job Dr. Chestnut was doing. No comments from Mr. Afonso.

X. Committee Reports

XI. Public Comment

This meeting will now be open to the public for comments on specific Agenda Items only. Please state your name and address. Comments must be limited to three minutes per person.

XII. Motions for Approval

1. Finance/Operations

- a. Board Secretary’s Report and Bank Reconciliation Report: To approve the Board Secretary’s Report and Bank Reconciliation Report for June 2016, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the International Academy of Atlantic City 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 June 2016, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year. Approve Board Secretary Report ending June 2016.
- b. Bills List: To approve bills list from July 7, 2016 to August 10, 2016.
- c. To approve the revised FY17 Budget.
- d. To approve Bowman & Company LLP to perform the 18-month Financial Audit for January 1, 2015 to June 30, 2016 at a cost not to exceed \$20,000.
- e. To approve electrical work and installation of stand-alone air conditioner units for classrooms not to exceed \$7500.
- f. To approve cable and wiring drop and installation for time clocks not to exceed \$2,500.
- g. Approve Data ports and additional electrical outlets if needed not to exceed \$5,000.
- ~~h. To approve the School Director/School Business Administrator to solicit bids for school custodial services. – TABLED~~
- i. To approve the contract with Orkin to provide pest management services.
- j. To rescind motion to appoint Dr. O’Reilly, as Physician of Record for 16-17 school year.
- k. To appoint Shore Physicians Group as the Physician of Record for the 2016-2017 school year.
- l. To approve the Standing Orders for the 2016-2017 school year.
- m. To approve membership and payment of fees with NJSBA, NJASA & NJAFPA.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake						Cydnee Phoenix		X			
Rolanda Brewer	2 nd	X				Stacey Zacharoff		X			
Peter Caporilli	1 st	X									

2. Buildings & Grounds

3. Personnel

- a. To approve the following new hires:

Name	Position	Salary	Start Date
Laura Tomlin	Academic Quality Controller – (AQC)	\$70,000 covering the period from July 1, 2016 through June 30, 2017	Receipt of the Criminal History background check and Fingerprinting/Archive approved August 3, 2016; Start date August 08, 2016
Teresa Moody-Butler	3rd Grade Teacher ELA/Social Studies	\$45,000 covering the period from July 1, 2016 through June 30, 2017	Receipt of the Criminal History background check and Fingerprinting/Archive approved August 3, 2016; Target start date is August 22, 2016
Jessica Voss	Special Ed. Teacher	\$48,500 covering the period from July 1, 2016 through June 30, 2017	Upon receipt of the Criminal History background check and Fingerprinting/Archive; Target start date is August 22, 2016
Tamika Murray	Outreach	\$13.00 per hour	Receipt of the Criminal History background check and Fingerprinting/Archive approved August 3, 2016; Target start date is August 22, 2016
Tamika Murray	SPED Para	\$28,000 covering the period from July 1, 2016 through June 30, 2017	Receipt of the Criminal History background check and Fingerprinting/Archive approved August 3, 2016; Target start date is August 22, 2016
Khadijah Barnes	Outreach	\$13.00 per hour	Receipt of the Criminal History background check and Fingerprinting/Archive approved August 3, 2016;
Amy Cooper	Sub Teacher	\$100.00 per day	Receipt of the Criminal History background check and Fingerprinting/Archive approved July 8, 2015;
Amy Cooper	Part-time Intensives Para	\$16.67 per hour; max hours per week 20	Receipt of the Criminal History background check and Fingerprinting/Archive approved July 8, 2015;
Candy Vincenty	Cafeteria/Recess Aide	\$7,200/\$12.00 per hour covering the period from July 1, 2016 through June 30, 2017	Upon receipt of the Criminal History background check and Fingerprinting/Archive; Target start date is August 22, 2016
Juana Victoria	Cafeteria/Recess Aide	\$7,200/\$12.00 per hour covering the period from July 1, 2016 through June 30, 2017	Upon receipt of the Criminal History background check and Fingerprinting/Archive; Target start date is August 22, 2016
Jarmal Waitman	Custodian	\$25,000 covering the period from July 1, 2016 through June 30, 2017	Upon receipt of the Criminal History background check and Fingerprinting/Archive;

			Target start date is August 16, 2016
Amanda Carty	School Nurse	\$45,000 covering the period from July 1, 2016 through June 30, 2017	Upon receipt of the Criminal History background check and Fingerprinting/Archive; Target start date is August 22, 2016
Debra Scott	Computer Teacher	\$45,000 covering the period from July 1, 2016 through June 30, 2017	Upon receipt of the Criminal History background check and Fingerprinting/Archive; Target start date is August 22, 2016
Vernon Speller	Student Management Assistant – (SMA)	\$26,000 covering the period from July 1, 2016 through June 30, 2017	Upon receipt of the Criminal History background check and Fingerprinting/Archive; Target start date is August 22, 2016

b. To approve the following terminations:

Name	Position	Termination Reason	Last Day Worked
Brandon Calahan	Receptionist	Termination	August 15, 2016
Amy Cooper	SPED Para	Resignation	June 17, 2016

c. To approves the promotion or lateral transfer of employment for the following:

Name	Position from:	Position to:	Current Pay from:	Increase Salary/Pay Rate to:	Effective Date
Paula Espinosa-Barrios	Lead Custodian	Receptionist	\$31,500	Remains the same	August 16, 2016
Tywan Harris	Custodian	Maint. Supervisor	\$25,000	\$34,000	August 16, 2016
Latisha Smith	Lunch Recess Aide	Custodian	\$7,200	\$25,000	August 16, 2016
Quiana Lewis	KG Para	Data Entry Clerk	\$26,000	\$32,000	August 22, 2016

d. To approve the following salary increases for the 2016-2017 school year:

NAME:	CURRENT SALARY:	MERIT INCREASE:	SALARY AJUSTMENT:	NEW SALARY:
Sara LaPatin	\$40,000	\$500.00	\$5,000.00	\$45,500
Amanda Hagen	\$41,000	\$2,000.00	\$5,000.00	\$48,000
Julian Anderson	\$26,000	\$250.00	N/A	\$26,250
Susan Loo	\$26,000	\$2,000.00	N/A	\$28,000
Hugo Riveros	\$25,000	\$1,000.00	N/A	\$26,000
Madelyn Rodriguez	\$40,000	\$2,000.00	\$5,000.00	\$47,000
Suzanne Abbott	\$44,000	\$500.00	\$1,000.00	\$45,500
Emily Oglesby	\$40,000	\$2,000.00	\$5,000.00	\$47,000
Barbara Spaulding	\$47,500	\$3,500.00	\$5,000.00	\$56,000
Arminta Jones	\$44,000	\$3,000.00	\$5,000.00	\$52,000
Nicholas Nazzario	\$45,000	\$500.00	\$5,000.00	\$50,500

Michelle Dunn	\$45,000	\$2,000.00	\$5,000.00	\$52,000
Monica Washington	\$46,000	\$3,000.00	\$5,000.00	\$54,000
Elveda Marcelin	\$28,000	\$840.00	N/A	\$28,840
Rita Baccari	\$45,000	\$3,000.00	\$5,000.00	\$53,000
LaTajah Hopkins	\$40,000	\$2,000.00	\$5,000.00	\$47,000
Kevin Jones	\$45,000	\$2,000.00	\$5,000.00	\$52,000
Naomie Johnson	\$45,000	\$2,000.00	\$5,000.00	\$52,000
Garry Rogers	\$35,000	N/A	\$5,000.00	\$40,000
Kelly Snyder	\$25,000	\$500.00	\$5,000.00	\$30,500
Takenya Martin	\$34,000	N/A	\$4,000.00	\$38,000
Rondavet Jones	\$43,000	\$2,000.00	\$6,000.00	\$51,000

NOTE: All salary changes will go into effect August 16, 2016

- e. To approve Jessica Voss at \$25 per hour as needed to attend Child Study team meetings from August 11 to August 19, 2016.
- f. Approve the IT Tech Support Position for \$40,000
- g. Approve the 3rd ELA Teacher Position for \$45,000
- h. Approve the ELL Teacher Position for \$50,000
- i. Approve the Special Education Academic Controller (SEAC) Position for \$65,000

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix		X			
Rolanda Brewer	2 nd	X				Stacey Zacharoff		X			
Peter Caporilli	1 st	X									

4. Curriculum/Special Education

- a. To approve the after school program for SY 2016-2017 with Apollo After School Enrichment Program Monday – Friday; 4:00 pm to 6:00 pm.
- b. To approve addition of Special Education programs:
 - 1. Self-contained
 - 2. Push-in
- c. To approve the continuation of the contract with Atlantic County Special Services, Cape May County Special Services School District and Camden County Special Services to provide child study team services.
- d. To approve the Gifted and Talented Program.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix		X			
Rolanda Brewer	2 nd	X				Stacey Zacharoff		X			
Peter Caporilli	1 st	X									

5. Policy/Governance

- a. RESOLVED, that the current board policies adopted by the International Academy of Atlantic City Charter School, either by code, number, resolution, motion or inference of intent, be re-adopted completely for the 2016-2017 school year.
- b. To approve the Board meeting calendar for SY 16-17 the 1st Wednesday of every month at 6:30pm as follows:
 - September 7, 2016
 - October 5, 2016
 - November 2, 2016
 - December 7, 2016
 - January 4, 2017
 - February 1, 2017
 - March 1, 2017
 - April 5, 2017
 - May 3, 2017
 - June 7, 2017

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix	1 st	X			
Rolanda Brewer	2 nd	X				Stacey Zacharoff		X			
Peter Caporilli		X									

6. Miscellaneous

- a. To approve the school calendar for the 2016-2017 school year.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix		X			
Rolanda Brewer		X				Stacey Zacharoff	2 nd	X			
Peter Caporilli	1 st	X									

XIII. Executive Session (If necessary) - NONE

RESOLVED, that the International Academy of Atlantic City shall meet in Executive Session for the purpose of discussing: Personnel, Student Matters, and Legal Matters. FURTHER RESOLVED, that the discussion of such subject matter in Executive Session will be disclosed to the public when the matters have been resolved, unless such is otherwise prohibited by law.

XIV. Adjourn Executive Session

XV. Unfinished Business or New Business

Move meeting to September 8th at 6:30pm.

XI. Adjournment – 7:51 pm

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Ed Blake					X	Cydnee Phoenix	2 nd	X			
Rolanda Brewer	1 st	X				Stacey Zacharoff		X			
Peter Caporilli		X									