

MISSION STATEMENT

Cresthaven Academy Charter School exists to provide a comprehensive education to our scholars that develops the whole child through academic excellence, physical wellness, emotional health, and character enrichment.

- I. CALL TO ORDER – 7:03 PM**
- II. PUBLIC NOTICE OF MEETING/NJ SUNSHINE LAW**

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 Board of Trustees has caused notice of this meeting to be given, by having the date, time and place mailed to the Clerk of the Municipality; advertised in The Star Ledger; mailed to the County Superintendent of Schools; and posted in the faculty lounge and on the school’s website.

- III. PLEDGE OF ALLEGIANCE**
- IV. ROLL CALL**

Voting Members	Role	Term Ends	Present	Absent
1. Rashleigh Bruce	Trustee	June 2026	X	
2. Kimberly Dortch	Trustee		X LA 7:07 pm	
3. Sandra Harrison	President		X	
4. Steven Hockaday	Vice President	June 2026	X	
5. Debra Lightner	Trustee			X
6. Barbara Sellinger	Trustee		X	
7. Beverley Blenman	Trustee	July 2025		X
Other Officials	Role	Present		Absent
Damion Frye	Interim School Lead	X		
Brian Falkowski	SBA/Board Secretary	X		
Sarah Spuhler	Acting Board Secretary	X		

- V. READING OF MISSION STATEMENT**
- VI. PUBLIC COMMENT- NONE**
- VII. ADOPTION OF THE MINUTES**

- 1. RESOLVED, that the Board of Trustees move to approve the regular and executive session (if necessary) minutes from the meeting held on June 28, 2023.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce	2	X				Debra Lightner					X
Kimberly Dortch					X	Barbara Sellinger	1	X			
Sandra Harrison		X				Beverley Blenman					X
Steven Hockaday		X									

- VIII. STATE OF THE SCHOOL REPORT – presented to the Board by Damion Frye**
 - 1. Student Academic Progress in Summer School
 - 2. Personnel Updates
 - 3. Facility Preparedness

- IX. **PRESIDENT’S REPORT** – lead by Sandra; updates by Barbara and Steve
- X. **BUSINESS ADMINISTRATOR’S REPORT** - presented to the Board by Brian Falkowski
- XI. **MOTIONS FOR APPROVAL**

1. **Finance**

- a. RESOLVED, that the Board of Trustees approves the bills list through July 19, 2023:

June 30, 2023 Bills	
Fund	Bills List Amount
11	\$44,606.87
60	\$32,858.77
Total	\$77,465.64

July 19, 2023 Bills	
Fund	Bills List Amount
11	\$213,927.48
12	\$4,837.74
20	\$261,090.61
Total	\$479,855.83

- b. RESOLVED, that the Board of Trustees certify the payrolls for the following dates:

- July 14, 2023 - \$ 80,183.96

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce		X				Debra Lightner					X
Kimberly Dortch		X				Barbara Sellinger	1	X			
Sandra Harrison	2	X				Beverley Blenman					X
Steven Hockaday		X									

2. **Contracts and Agreements**

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the contract with **Busch Law Group**, for legal services, ranging in cost \$125/hour (paralegal) to \$225/hour (attorney) for FY24.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce		X				Debra Lightner					X
Kimberly Dortch	2	X				Barbara Sellinger	1	X			
Sandra Harrison		X				Beverley Blenman					X
Steven Hockaday		X									

3. **Policies, Manuals, Regulations, and Bylaws**

4. **Human Resources**

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the **new hires**:

First Name	Last Name	Title	Salary	Term	Start Date
John	Laney	Teacher of Social Studies	\$85,000	10 Mth	August 14, 2023
Ryan	Wilkerson	Teacher of Physical Education	\$64,000	10 Mth	August 14, 2023

- b. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the **new position titles**:

- Manager of Human Resources
 - Substitute Teacher
 - Teacher of Performing Arts
- c. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the title change for Shaquana Brutus to Manager of Human Resources effective August 1, 2023.
- d. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the following salary adjustments:

Employee	Adjusted Salary	Effective
Shaquana Brutus	\$90,000	August 1, 2023
Renee Celestain	\$65,500	August 14, 2023
Shakira Jackson	\$64,000	August 14, 2023
Alyssa Lewis	\$64,000	August 14, 2023
Taylor Salvatore	\$64,000	August 14, 2023
Carianne Solecki	\$64,000	August 14, 2023
Andrea Zarrouk	\$64,000	August 14, 2023

- e. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve parking permits for staff at 7-9 Watchung Avenue location; at a cost of \$37,179 for FY24.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce		X				Debra Lightner					X
Kimberly Dortch	2	X				Barbara Sellinger	1	X			
Sandra Harrison		X				Beverley Blenman					X
Steven Hockaday		X									

5. **Academic**

6. **Buildings and Grounds**

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve **Arreaza Landscaping** to repair the school playground using ESSER II funds, at a cost of \$2,500.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce		X				Debra Lightner					X
Kimberly Dortch	2	X				Barbara Sellinger	1	X			
Sandra Harrison		X				Beverley Blenman					X
Steven Hockaday		X									

7. **NEW BUSINESS**

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School, under the recommendation of the Interim School Administrator approve the renewal of the contract with **Switch Technologies** for hardware and software renewals for the 23-24 school year. Hardware renewal includes phone system support, access point maintenance, and phone system replacement. Software replacement includes firewall subscriptions and renewals, server renewals, and network renewals.
- b. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School, under the recommendation of the Interim School Administrator approve the renewal of the contract

with **Switch Technologies** for Tier 3 technical support services for the 23-24 school year. Technical support services include configuring advanced remote access for Barracuda to comply with cyber security insurance requirements, renewal transfer of extreme networks from the old system to the new, and new configurations of phones.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce	2	X				Debra Lightner					X
Kimberly Dortch		X				Barbara Sellinger	1	X			
Sandra Harrison		X				Beverley Blenman					X
Steven Hockaday		X									

- XII. ADJOURN PUBLIC SESSION AND OPEN EXECUTIVE SESSION - NONE**
- XIII. ADJOURN EXECUTIVE SESSION AND OPEN PUBLIC SESSION**
- XIV. PUBLIC COMMENT - NONE**
- XV. ADJOURNMENT – 7:25 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce		X				Debra Lightner					X
Kimberly Dortch	2	X				Barbara Sellinger	1	X			
Sandra Harrison		X				Beverley Blenman					X
Steven Hockaday		X									