

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 – 7:05 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 and Courier News; 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		X	X – ED 7:30
2. Kimberly Dortch	Trustee		X	
3. Sandra Harrison	President		X	
4. Steven Hockaday	Vice President		X	
5. Debra Lightner	Trustee		X	
6. Barbara Sellinger	Trustee		X	
7. Beverley Blenman	Trustee	July 2025	X	
Other Officials	Role	Present		Absent
Delines Rodriguez	Principal	X		
Brian Falkowski	SBA/Board Secretary			X
Sarah Spuhler		X		

- V. READING OF MISSION STATEMENT**
- VI. PUBLIC COMMENT –**
 - A. MS. WHITE – ADDRESSING CONCERNS WITH THE AFTERSCHOOL PROGRAM AND THE DIRECTOR TO THE BOARD CHAIR
 - B. JAMES – ADDRESSING CONCERNS WITH THE AFTERSCHOOL PROGRAM AND THE DIRECTOR TO THE BOARD CHAIR
 - C. NAME OF WOMEN – ADDRESSING CONCERNING WITH THE AFTERSCHOOL PROGRAM AND THE DIRECTOR TO THE BOARD CHAIR
 - D. MS. BAKER – A PARENT OF AN AFTERCARE EMPLOYEE ADDRESSES THE BOARD ON THE AFTERSCHOOL DIRECTOR
 - E. DR. TANNIS – ADDRESSED THE BOARD ABOUT HER READING LAB RECAP, ACKNOWLEDGED STEVEN COLSON, DELINES RODRIGUEZ AND SANDRA HARRISON
- 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 April 26, 2023.

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									

VIII. STATE OF THE SCHOOL REPORT – extensive report provided by Ms. Rodriguez

1. I-Ready Diagnostic Test Results

IX. PRESIDENT’S REPORT

X. BUSINESS ADMINISTRATOR’S REPORT – SARAH PROVIDED A BRIEF UPDATE ON CRESTHAVEN FINANCES

XI. FACILITIES PROJECT UPDATE – MS. HARRISON PROVIDES TO THE BOARD

XII. MOTIONS FOR APPROVAL

1. Finance

- a. RESOLVED, that the Board of Trustees approves the Secretary’s and Treasurer’s Reports for April 2023 as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the Cresthaven Academy 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 April 2023, 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. RESOLVED, that the Board of Trustees approves the bills list through May 24, 2023:

May 24, 2023 Bills	
Fund	Bills List Amount
11	\$271,405.48
20	\$1,848.00
60	\$27,180.00
61	\$64,100.00
Total	\$364,533.48

- c. RESOLVED, that the Board of Trustees certify the payrolls for the following dates:
 - April 28, 2023 - \$ 218,150.54
 - May 15, 2023 - \$ 222,945.36

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

2. Contracts and Agreements

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School approves the following contracts/proposals, as attached:

Vendor	Scope	Term	Fee
Lavinia	Close Reading for Meaning/ Coaching	FY24	\$176,190
LunchTime	Point of Sale Software for Lunch Tracking	FY24	\$4,925

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	2	X			
Sandra Harrison		X				Beverley Blenman	1	X			
Steven Hockaday		X									

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

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School approves the revisions on the 2022-2023 School Calendar, as attached.
- b. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School reapproves the updated version of the 2023-2024 School Calendar, as attached.
- c. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School approves the following unused emergency days that will be deemed as ‘No School’ days:
 - May 30, 2023
 - June 21, 2023
 - June 22, 2023
- d. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School approves the last day for scholars, now June 20, 2023.
- e. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School approves the adjustment to the April 2024 Professional Development Day to April 10th in observance of Eid Al-Fitr. No school for students.

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

4. **Human Resources**

- a. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the following **New Hire**”:

Employee Name	Position	Term/Mth	Salary	Effective Date
Damion Frye	School Business Administrator	12 Month	\$125,000	July 5, 2023

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									

- b. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the following **Summer Academy Staff Appointments**”:

2023-2024 Summer Academy Staff Appointments; not to exceed 20 hours per week

First Name	Last Name	Title	Amount	Effective Date
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Natalie	Crestillo	Summer School Nurse	\$56/hr	July 11, 2023- August 3, 2023
Taylor	Salvatore	Summer Academy General Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Sondra	McNicholas	Summer Academy General Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Nicole	Stokes	Summer Academy General Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Caroline	Reilly	Summer Academy Special Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Angela	Pereira	Summer Academy General Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Karyn	Wassuta	Summer Academy General Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Angelica	Prysak	Summer Academy Special Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Victoria	Hayes	Summer Academy Special Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Esmeralda	Alcazar	Summer Academy General Education Teacher	\$50/hr	July 5, 2023- August 3, 2023
Kelly	Clark	Summer Academy Instructional Aide	\$25/hr	July 5, 2023- August 3, 2023
Adestinee	Nazaire	Summer Academy Instructional Aide	\$25/hr	July 5, 2023- August 3, 2023
Tania	Duran-Garcia	Summer Academy Instructional Aide	\$25/hr	July 5, 2023- August 3, 2023
Shianna	Rodas	School Support	\$30/hr	July 5, 2023- August 31, 2023

- c. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the following **Resignations/Terminations** as presented”:
- Acknowledge the resignation of Sydney Harris, as a Health and Physical Education Teacher, effective June 2, 2023.
 - Accept the termination of Olivia Morales, as a World Language Teacher Fellow, effective May 11, 2023.
 - Accept the termination of Miguel Cuevas-Tolentino, as a(n) Family Leader, effective May 15, 2023.
- d. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the following **Leave of Absence**”:
- Acknowledge the Leave of Absence of Delines Rodriguez, School Principal, effective July 5, 2023 to return on November 18, 2023.
- e. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the following **Appointment Rescission**”:
- Approve the appointment rescission of Josephine Iellimo, Cafeteria Assistant for the 2023-2024 school year.
 - Approve the appointment Rescission of Pooja Hiremath General Education Teacher for the 2023-2024 School Year.

- Approve the appointment Rescission of Enrique Silva Director of Facilities for the 2023-2024 School Year.
- f. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the **Job Title change** from Cafeteria Assistant to Cafeteria Assistant/Custodian effective July 5, 2023.”
- g. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the following **Agenda Changes/Corrections**”:
- Renee Celestain (General Education Teacher) adjusted salary from \$61,390.00 to \$63,845.60 for the 2023-2024 School Year.
 - Maxine Yurowitz (General Education Teacher) adjusted salary from \$65,205.00 to \$66,150.00 for the 2023-2024 School Year.
 - Milly Salgado-Cardenas change of job position from Secretary to Instructional Aide at the same pay rate of \$46,504.50 for the 2023-2024 School Year.
- h. BE IT RESOLVED: “that the Cresthaven Academy Charter School Board of Trustees, upon the recommendation of the School Principal, approves the following staff being applied under federal grants for School Year 2022-2023”:

Employee Name	Grant
Tania Duran-Garcia	ESEA Title I
Tiffany Frazier	ESEA Title I
Fatima Garcia	ESEA Title I
Mily Salgado-Cardenas	ESEA Title I
Esmereida Alcazar	ESSER II Learning Acceleration
Sondra McNicholas	ESSER II Learning Acceleration
Thao Le	ESSER II Learning Acceleration
Farhana Mohamad	ESSER II Learning Acceleration
Victoria Hayes	ESSER II Learning Acceleration
Mily Salgado	ESSER II Learning Acceleration
Caroline Reilly	ESSER II Learning Acceleration
Christina Sullivan	ESSER II Learning Acceleration
Lopez, Araliza	ARP Accelerated Learning

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

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the following quote with The Math Learning Center for the Bridges Intervention program for FY24, at a cost of \$7,490.
- b. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School approves the following quote with Amplify for the mCLASS Program & Professional Development for FY24, at a cost of \$18,980.75.

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		X				Beverley Blenman	2	X			
Steven Hockaday		X									

6. Buildings and Grounds

- c. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the proposal with Hahr Construction for the conversion of the Multi-Purpose Room, totaling \$16,000.

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

XIII. NEW BUSINESS

XIV. ADJOURN PUBLIC SESSION AND OPEN EXECUTIVE SESSION – 8:08 PM

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

1. DISCUSSION – PERSONNEL

XV. ADJOURN EXECUTIVE SESSION AND OPEN PUBLIC SESSION – 8:11 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									

XVI. New Business

- a. To approve the 5% increase of the existing contract, effective July 1, 2023 through June 30, 2024 for Delines Rodriguez.

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

XVII. ADJOURNMENT – 8:15 pm

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		X				Beverley Blenman		X			
Steven Hockaday	2	X									