

**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 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	
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 Rodriquez	Principal	X		
Jazmine Gooding	Assistant Principal		X	
Brian Falkowski	SBA/Board Secretary	X		

- V. READING OF MISSION STATEMENT**
- VI. BOARD BUSINESS - 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 August 24, 2022.

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									

- VIII. STATE OF THE SCHOOL REPORT** – Delines Rodriquez presented her report, attached.
- IX. PRESIDENT’S REPORT** – Transition of the Afterschool Program and the Finance Committee Meeting Commencing in October.
- X. BUSINESS ADMINISTRATOR’S REPORT-**

**XI. MOTIONS FOR APPROVAL**

**1. Finance**

- a. **RESOLVED**, that the Board of Trustees approves the Secretary’s and Treasurer’s Reports for June, July, and August 2022 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 June, July and August 2022, 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 September 28, 2022:

September 28, 2022 Bills	
Fund	Bills List Amount
10	\$ 196,794.02
20	\$ 34,581.1.5
60	\$ 2,965.70
<b>Total</b>	<b>\$ 234,340.87</b>

- c. **RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
  - August 30, 2022 - \$ 198,805.64
  - September 15, 2022 - \$ 201,587.50

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		X			
Steven Hockaday		X									

**2. Contracts and Agreements**

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following contracts:

Vendor	Scope	Term	Fee
IXL	Resource Replacement Curriculum	SY23	\$1,259/year up to 80 students

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									

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

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the School Safety Plan for the 2022-2023 School Year as attached.
- b. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the Integrated Pest Management Plan for the 2022-2023 School Year as attached.
- c. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the Memorandum of Agreement with Law Enforcement Officials as attached.

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		X			
Steven Hockaday		X									

**4. Human Resources**

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to appoint Ms. Carla Bell-Gayle as the McKinney Vento Liaison Officer for the 2022-2023 School Year.
- b. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following Grade Level Chair stipends, in the amount of \$1,500 to be paid in 2 payments December 15<sup>th</sup> & June 15<sup>th</sup>:
  - Amanda Debrito
  - Michelle Blazquez
  - Thao Le
  - Larissa Junker
  - Danielle Buck
  - Katelyn Irenski
  - Danielle Casciano
  - Rebecca Witt
- c. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following Mentor/Mentee Program Participants for FY23, to be paid out in two payments on the December 15<sup>th</sup> & June 15<sup>th</sup> payrolls.

Mentor	Mentee	Mentee Cert	Fee
Amanda Debrito	Angelica Prysak	NJ K-6 CEAS, SWD	\$550
Michelle Blazquez	Darcel Torres-Diaz	NJ P-3 CEAS	\$550
Michelle Blazquez	Melissa Wright	NJ P-3 CEAS	\$550
Thao Le	Karyn Wassuta	NJ K-6 CEAS	\$550

- d. To memorialize the salary for Jazmine Gooding as Assistant Principal at \$110,000 annually commencing September 6, 2022 from \$115,000 annually as Interim Principal.
- e. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following staff members for Summer stipend at a rate of \$150/day for 3 days; totaling \$3,600:
  - Rebecca Witt
  - Danielle Casciano
  - Katelyn Irenski
  - Danielle Buck
  - Larissa Junker
  - Thao Le
  - Michelle Blazquez
  - Amanda DeBrito

- f. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the stipend for the coverage of 4<sup>th</sup> Grade Science & Social Studies by Tania Duran-Garcia to be paid \$60/day, not to exceed 90 days/\$5,400.
- g. The Board of Trustees of Cresthaven Academy Charter School resolves to approve NJ CPR Certification for 15 staff members and a reimbursement for completing the CPR course; reimbursement per person \$35, not to exceed \$525.
- h. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the request for Art Professional Development during Jan 27<sup>th</sup> – Jan 29<sup>th</sup> for Terri Chianese totaling \$119.
- i. The Board of Trustees of Cresthaven Academy Charter School resolves to approve Kelly Gayle, Supervisor of Instruction Grades 2-3, 12-month, salary \$95,000, effective TBD.
- j. The Board of Trustees of Cresthaven Academy Charter School resolves to approve Delines Rodriguez’s enrollment in New Jersey Leader to Leader Program, 2-year residency and mentoring program, totaling \$3,350.
- k. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the contractual change for Jessica Saunders, Director of Curriculum and Instruction, 12-month position, salary \$102,000, effective October 3, 2022.
- l. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the contractual change for Erica Forrester, Director of Operations, 12-month position, salary \$90,000, effective October 3, 2022.

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									

**5. Academic - none**

**XII. OLD BUSINESS - none**

**XIII. NEW BUSINESS - none**

**XIV. PUBLIC COMMENT –**

- 1. Danielle Casciano – Spoke about class coverage and the afterschool program structure.
- 2. Caitlin Basile – Spoke about the afterschool programs but the inability to manage them due to workload.
- 3. Steve Colson – Challenge the Board to spend the abundant funds that the school has. “Spend the money we have.”
- 4. Tanya Duran-Garcia – Suggests the Board sponsors sub licenses.

**XV. EXECUTIVE SESSION (IF NECESSARY) - none**

**XVI. ADJOURNMENT – 7:49 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	2	X				Beverley Blenman		X			
Steven Hockaday		X									

