

**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 – 7:07 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		
Brian Falkowski	SBA/Board Secretary			X
Sarah Spuhler	School Business Office	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 October 26, 2022.

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** – Provided by Delines
- IX. REVIEW AND DISCUSSION – DRAFT STRATEGIC PLAN** – provided by Lisa, Barbara and Delines
- X. PRESIDENT’S REPORT** – Sandra provided update
- XI. BUSINESS ADMINISTRATOR’S REPORT** - Brian provided update

**XII. MOTIONS FOR APPROVAL**

**1. Finance**

- a. **RESOLVED**, that the Board of Trustees approves the Secretary’s and Treasurer’s Reports for October 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 October 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 November 16, 2022:

November 16, 2022 Bills	
Fund	Bills List Amount
10	\$ 140,512.19
20	\$ 120,672.24
60	\$ 40,195.05
<b>Total</b>	<b>\$ 301,379.48</b>

- c. **RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
  - October 31, 2022 - \$ 190,506.19
  - November 15, 2022 - \$ 201,180.01

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									

**2. Contracts and Agreements**

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

Vendor	Scope	Term	Fee
Lavinia	ELA Consulting Services	SY23	\$94,875

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									

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

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the HIB grading report for the 2021-2022 School Year as attached.
- b. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the CACS Strategic Plan as attached.

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

**4. Human Resources**

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

Employee Name	Position	Effective Date
Kaye Campanile	Dean of Instruction	11/21/22
Thao Le	2 <sup>nd</sup> Grade Sped Teacher/ Grade Level Chair	TBD
Jazmin Gooding	Assistant Principal	10/14/22

- b. The Board of Trustees of Cresthaven Academy Charter School resolves to approve Andreali Dharampaul, for summer stipend at a rate of \$150/day for 3 days: totaling \$450.
- c. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the extra compensation for additional teaching responsibilities due to vacancy to Alyssa Lewis & Tiffany Frazier for \$60/per day, not to exceed \$5,400.

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									

**5. Academic - NONE**

**XIII. OLD BUSINESS - NONE**

**XIV. NEW BUSINESS**

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the Annual Fiscal Questionnaire as attached and its submission to the NJDOE.

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									

- XV. PUBLIC COMMENT** – Penelope Peterson (parent) addresses the board concerning a difference in the organization; Steven Colson addresses the board concerning the Foundation and the events funded by it.

**XVI. EXECUTIVE SESSION (IF NECESSARY) - NONE**

**XVII. ADJOURNMENT – 8:21 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									