

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
2. Kimberly Dortch	Trustee		LA – 7:12 PM	
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		

- V. READING OF MISSION STATEMENT**
- VI. BOARD BUSINESS –** Inform all Board Members that we had comprehensive finance meeting.
- 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 November 16, 2022.

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									

- VIII. STATE OF THE SCHOOL REPORT –** Presented by Delines Rodriquez (available in the Board Meeting Folder)
- IX. PRESIDENT’S REPORT –** Sandra Harrison spoke about presenting a question to the Lumen Group (a follow up question to the Strategic Plan). In addition, the Lumen Group survey was discussed. Developer

discussions occurred in regard to moving forward with a K-8 facility. More details to come. Need to investigate solutions in the current facility to house the 7th Grade.

X. BUSINESS ADMINISTRATOR’S REPORT – Presented by Brian Falkowski

XI. MOTIONS FOR APPROVAL

1. Finance

- a. **RESOLVED**, that the Board of Trustees approves the Secretary’s and Treasurer’s Reports for November 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 November 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 December 20, 2022:

December 20, 2022 Bills	
Fund	Bills List Amount
10	\$ 186,237.82
20	\$ 202,121.58
60	\$ 33,467.30
Total	\$ 421,826.70

- c. **RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
 - November 30, 2022 - \$ 198,322.23
 - December 15, 2022 - \$ 209,601.30

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

2. Contracts and Agreements - none

3. Policies, Manuals, Regulations, and Bylaws

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the 2022-2023 School Wellness Policy as attached.
- b. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the change of return date for scholars to be January 5, 2023, from January 4, 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									

4. Human Resources

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

Employee Name	Position	Effective Date
Cristina Benedicto	General Education Teacher	12/21/22
Thao Le	2 nd Grade Sped Teacher/ Grade Level Chair	11/25/22
Roushan Rahman	3 rd Grade Teacher	11/23/22

- b. The Board of Trustees of Cresthaven Academy Charter School resolves to ratify/approve the following new hires:

Employee Name	Position	Term/Mth	Salary	Effective Date
Araliza Lopez	Senior Dean of School Culture & Discipline	12	\$95,000	12/5/2022
Marie Brutus	Special Education Teacher	10	\$56,000	1/3/2023
Adestinee Nazaire	Instructional Aide	10	\$43,000	1/3/2023
Renee Celestain	5 th Grade Writing Teacher	10	\$61,390	1/3/2023

- c. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the termination of Christina Sullivan, Instructional Aide, effective 11/22/22.
- d. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the maternity leave of Michelle Feliciano, effective 12/6/22.
- e. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following stipends:
- Melissa Fizzarotti, Grade Level Chair, \$750
 - Victoria Hayes, Special Ed Team Lead/Mentoring, \$750
 - Nicole Stokes, Mentoring, \$750
- f. The Board of Trustees of Cresthaven Academy Charter School resolves to ratify/approve the contractual change for the following staff:
- John Griffith, Teacher, \$75,000, effective 12/12/22, from Dean of Student Culture.
 - Michelle Blazquez, Dean of School Culture, \$75,000, effective 1/30/23, from teacher.
- g. The Board of Trustees of Cresthaven Academy Charter School resolves to ratify the following Afterschool staff, effective 11/8/22:

Employee Name	Position	Hourly Rate
Esmeralda Alcazar	Homework Advisor	\$25/hr
Nicholas Baksh	Dismissal Coordinator	\$20/hr
Danielle Casciano	Book Club Advisor	\$30/hr
Vanessa Castro	Family Leader	\$14.50/hr
Theresa Chianese	Art Club Advisor	\$30/hr
Evan Cortes	Family Leader	\$14.50/hr
James Cruz-Baker	Family Leader	\$14.25/hr
Keilani Cruz-Baker	Family Leader	\$14.25/hr
Miguel Cuevas-Tolentino	Family Leader	\$14.25/hr
Shanyce Dabney-Collins	Family Leader	\$14.25/hr
LaDonna Damon	Dismissal Coordinator and Substitute	\$25/hr
Nadine Decius	Homework Advisor and Dismissal Coordinator	\$30/hr
Andreali Dharampaul-Bajnath	Staff Support and Dismissal Coordinator	\$50/hr
Giulina Estrella	Family Leader	\$14.50/hr
Farida Farl	Family Leader	\$14.25/hr
Melany Galarza	Family Leader	\$14.25/hr
Kelly Gayle	ASP Director	\$60/hr
Gabriela Guardado	Family Leader	\$14.50/hr
Victoria Hayes	Dismissal Coordinator	\$30/hr

Katelyn Irenski	Dismissal Coordinator	\$60/hr
Trinity Johnson	Family Leader	\$14.25/hr
Mikell Lowe	Family Leader	\$14.25/hr
Summer McCoy	Family Leader	\$14.25/hr
Analee Mejia	Family Leader	\$14.25/hr
Genesis Moore	Family Leader	\$14.25/hr
Ayleen Norgiega	Dismissal Coordinator and Homework Advisor	\$25/hr
Marvellous Ogunseye	Family Leader	\$14.50/hr
Micheal Robbins	Family Leader	\$14.25/hr
Jason Rodas	Family Leader	\$14.50/hr
Selena Rodas	Family Leader	\$15.50/hr
Shianna Rodas	ASP Coordinator	\$30/hr
Mily Salgado	Homework Advisor	\$30/hr
Janaya Searles	Family Leader	\$14.50/hr
Roxana Sic	Family Leader	\$14.25/hr
Taleyah Smith	Family Leader	\$14.25/hr
Bryant Soriano	Family Leader	\$14.25/hr
Teresa Ugarte	Family Leader	\$14.25/hr
Megan Valdes	Family Leader	\$14.50/hr
Kennedy Wilson	Family Leader	\$15/hr
Jonae Wyatt	Support Assistant	\$25/hr

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									

5. Academic

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the addition of **Heggerty Curriculum** for K-2 and Intervention, \$2,660.

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					
Steven Hockaday	1	X									

XII. OLD BUSINESS - none

XIII. NEW BUSINESS

- a. The Board of Trustees of Cresthaven Academy Charter School resolves to approve sign-on bonuses of \$2,500 to be received on 1/15/23 & \$2,500 to be received on 6/30/23 to the following employees:
- John Griffith
 - Carianne Solecki
- b. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the creation & hiring for the position **Interventionist Teacher**, as attached.
- c. The Board of Trustees of Cresthaven Academy Charter School resolves to approve the contractual change for Maciel Rivera, title changing to Director for After School & Family Engagement, new salary \$78,000, 12-month position, effective date TBD, from office manager.

- d. To accept a donation from Steven Colson in the amount of \$500,000 for the Cresthaven Afterschool Program.

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

XIV. PUBLIC COMMENT – Steven Colson commented that the results are not favorable, however, with need leadership and new plans, he is hopeful for the future including the afterschool program. He is committed to Cresthaven and Plainfield.

XV. ADJOURN REGULAR SESSION AND OPEN EXECUTIVE SESSION – 8:19 PM

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

Personnel Grievance was discussed.

XVI. ADJOURN EXECUTIVE AND REGULAR SESSION – 8:27 PM

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									