

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	
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		
Joshua Solow	School Business Office	X		

- V. READING OF MISSION STATEMENT**
- VI. PUBLIC COMMENT – None**
- VII. ACCEPTANCE OF BOARD MEMBER RESIGNATION**

1. RESOLVED, that the Board of Trustees move to accept the resignation of Barbara Sellinger as a Board of Trustee member after nine plus exceptional year of service, effective immediately.

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

- VIII. 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 July 19, 2023.

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

IX. STATE OF THE SCHOOL REPORT – Damon Frye updated the board on how the school is preparing for the start of school.

X. PRESIDENT’S REPORT - Board updates presented by Sandra Harrison.

XI. BUSINESS ADMINISTRATOR’S REPORT – Presented to the board by Brian Falkowski.

XII. MOTIONS FOR APPROVAL

1. Finance

a. RESOLVED, that the Board of Trustees approves the bills list through August 23, 2023:

August 23, 2023 Bills	
Fund	Bills List Amount
11	\$321,661.52
12	\$9,500.00
20	\$100,829.34
60	\$9,418.50
Total	\$441,409.36

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

- July 31, 2023 - \$85,755.83
- August 15, 2023- \$98,375.96

c. RESOLVED, that the Board of Trustees approve the refusal of Title III Immigrant Funds.

d. RESOLVED, that the Board of Trustees approve FY24 IDEA Application:

- Basic- \$122,420.00
- Preschool- \$2,434.00

e. RESOLVED, that the Board of Trustees approve FY24 ESEA Application:

- Title I-A \$244,825.00
- Title II-A- \$27,965.00 Reallocated to Title I
- Title III- \$19,301.00
- Title IV Part A-\$15,926.00 Reallocated to Title I

f. RESOLVED, that the Board of Trustees approves the acceptance of a food donation in the amount of \$1,845.63 from Mr. Steve Colson.

g. RESOLVED, that the Board of Trustees approves the resolution, as attached, to participate in The Interlocal Purchasing System (TIPS) which is a National Cooperative Purchasing Program, for the 2023-2024 school year.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce		X				Debra Lightner	2 nd	X			
Kimberly Dortch	1 st	X				Barbara Sellinger					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 resolves to approve the following contracts/ quotes, as attached:

Vendor	Scope	Term	Fee
Incident IQ	Ticketing Services for Technology and Facilities- Bid #220105	FY24	\$8,650.44
Common Curriculum	Planning Software	FY24	\$2,790

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce	2 nd	X				Debra Lightner		X			
Kimberly Dortch		X				Barbara Sellinger					X
Sandra Harrison		X				Beverley Blenman	1 st	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 following **New Position Titles**:
- After School Program Coordinator
 - Paraprofessional
 - Security Officer
- b. 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
Daphne	Rosario	School Secretary	\$52,000	12	August 24,2023
Delsy	Cruz	Cafeteria Assistant	\$42,000	12	August 24,2023
Kyreesha	Thomas	Instructional Aide	\$53,000	10	August 24,2023
Katarzyna	Zugaj	Special Education Teacher	\$78,000	10	August 24,2023
Jeremy	Rodas	Instructional Aide	\$47,000	10	August 24,2023
Catherine	Heldt	Dance Teacher	\$47,000	10	August 24,2023
Laurenza	Theodore	Associate Teacher	\$62,000	10	August 24,2023

- c. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the **New After School Hires**:

First Name	Last Name	Title	Hourly Rate	Start Date
Giuliana	Estrella Perez	After School Counselor	\$25/hr	August 24,2023
Kennedy	Wilson	After School Counselor	\$25/hr	August 24,2023
Vanessa	Castro	After School Counselor	\$25/hr	August 24,2023
Selena	Rodas	After School Counselor	\$25/hr	August 24,2023
Jason	Rodas	After School Counselor	\$20/hr	August 24,2023

- d. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the following salary adjustments:

Employee	Adjusted Salary	Effective
Michielle Feliciano	\$60,000	September 1,2023
Kristen Loria	\$75,000	September 1,2023
Keyona Pomare	\$65,000	September 1,2023

Shianna Rodas	\$50,000	September 1,2023
Paola Gerardi	\$52,000	September 1,2023
Karyn Wassuta	\$65,000	September 1,2023
Maxine Yurowitz	\$70,000	September 1,2023

- e. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the following **Resignations/Terminations** as presented:
- Acknowledge the resignation of **Sondra McNicholas**, as a General Education Teacher, effective August 14, 2023.
 - Acknowledge the resignation of **Caroline Reilly**, as a Special Education Teacher, effective August 14, 2023.
 - Acknowledge the resignation of **Melissa Fizzarotti**, as a General Education Teacher, effective August 14, 2023.
 - Acknowledge the resignation of **Danielle DaGraca**, as a Special Education Teacher, effective August 14, 2023.
 - Acknowledge the resignation of **Taylor Salvatore**, as a General Education Teacher, effective August 14, 2023.
 - Acknowledge the resignation of **Angelica Prysak**, as a Special Education Teacher, effective August 14, 2023.
 - Acknowledge the resignation of **Victoria Hayes**, as a Special Education Teacher, effective August 14, 2023.
- f. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve the following **Appointment Rescission**:
- Approve the appointment rescission of **Jenette Minnella**, Interventionist for the 2023-2024 school year.
 - Approve the appointment rescission of **Rhonda Grindell**, Special Education Teacher for the 2023-2024 school year.
- g. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve Damion Frye’s reimbursement for the following purchases:

Items	Price
Long Term Storage Rental	\$56.15
U-Haul	\$36.41
U-Haul	\$30.95
Movers	\$875.95
Dumpster	\$295
Total	\$1,294.46

- h. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School resolves to approve Shaquana Brutus reimbursement for Open house Supplies, Totaling: \$137.32
- i. Whereas, as a result of a miscommunication a teaching staff member’s summer pay was not withheld; and Whereas, the issues that resulted in the miscommunication have been resolved going forward; Whereas, the Cresthaven Board of Trustees seeks to provide a one-time non-pensionable stipend to the staff member; now therefore be it Resolved, That the

Cresthaven Board of Trustees hereby authorizes a one-time non-pensionable stipend to employee # 728820 in the amount of \$5235.67 with all other requisite deductions.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashleigh Bruce	1 st	X				Debra Lightner		X			
Kimberly Dortch	2 nd	X				Barbara Sellinger					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 proposal with Curriculum Associates for the iReady Classroom Mathematics Curriculum for FY24, at a cost of \$27,785.

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

6. Buildings and Grounds

7. NEW BUSINESS

- a. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School authorizes the solicitation of bids for Transportation for the 2023-2024 School Year.
- b. RESOLVED, that the Board of Trustees of Cresthaven Academy Charter School approves the School plan to have half-days on all Fridays in order to provide staff adequate prep time to help handle workload concerns. This plan includes an After School Program, where some students will be transported to local Boy’s & Girl’s clubs, and others will remain on site at the school facility. As per backup written plan.

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

XIII. ADJOURN PUBLIC SESSION AND OPEN EXECUTIVE SESSION

XIV. ADJOURN EXECUTIVE SESSION AND OPEN PUBLIC SESSION

XV. PUBLIC COMMENT - None

XVI. ADJOURNMENT - @ 8:00 PM

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