

Official Minutes-BOT Meeting of October 19, 2023

Meeting Call to Order 7:04pm; Pledge of Allegiance conducted by Board President.

In Attendance:

Mr. Bruce Williams, President, BOT
Mr. Lafayette Little-Avant, Vice-President, BOT
Mr. Leroy Canady
Mr. Frank Davis
Ms. Cassandra Davis

Dr. Otis A. Richardson, Business Administrator/Board Secretary
Ms. Emma Johnson, Treasurer
Mr. Joseph Wenzel, Esquire, Board Attorney

Not Attending:

Mrs. Sheila L. Thorpe, Executive Director/Founder

Visitor(s)

Mr. Michael Chiles, Vice-Principal
Mrs. Eleanor Worrill, Director of Curriculum

Welcome from Board President

Welcome to a Business Meeting of the Union County TEAMS Charter School Board of Trustees. It is our hope that you will find the meeting both informative and interesting. We thank you for taking the time to attend and be a part of this session. Please be advised that this and all meetings of the Board of Trustees are open to the media and public, consistent with the Open Public Meetings Act (Ch. 231 Laws of 1975), and that the advance notice required therein has been provided.

Session for Public Comments

Opened and closed by Board President with following statements:

“Any member(s) of the public wishing to speak may do so at this time.”

“Seeing that there is no person seeking to speak, the session for public comments is now closed.”

Approval of Minutes

Approve minutes of September 21, 2023

Motion made by C. Davis, seconded by L. Little-Avant.

Motion carried unanimously.

I. STATE OF THE SCHOOL

Executive Director’s Update

-Enrollment: Total--325; SPED – 23; F/R –259, (79.7%). See Attachment I.

Demonstration of STEMscopes Curriculum

-Demo of utilization by UC Teams teaching staff was forwarded to BOT members for review prior to meeting for familiarization and determination of questions/comments. STEMscopes sent necessary materials/UCT staff members crafted demo videos. BOT understanding was enhanced significantly; feedback was very positive and supportive of recommended UCT usage of the STEMscopes platform.

II. PERSONNEL

1. Re-Signing Bonus – Certificated Teaching Staff

The Executive Director/Founder recommends, and I so move the following re-signing bonuses to certificated teaching staff mentioned below. According to the revised guide presented by the Board of Trustees, points were assigned according to Attendance, Performance, School-wide Goals, and growth in Benchmark post assessments. The percentages were assigned and used to determine the total amount which will be retroactive to September 1, 2023 and paid in a monthly stipend through June 30, 2024. (Please see table below.)

| <i>NAME</i> | <i>GRADE</i> | <i>CRITERIA %AGE</i> | <i>DEGREE</i> | <i>AMOUNT</i> |
|------------------------------|---------------|----------------------|------------------------|-----------------------|
| <i>Rosalie Burgos-Brooks</i> | <i>One</i> | <i>95%</i> | <i>BA - Elem</i> | <i>\$3150</i> |
| <i>Michael Burke</i> | <i>K - 8</i> | <i>75%</i> | <i>BA – Phys. Ed.</i> | <i>\$2625</i> |
| <i>William Cramer</i> | <i>K - 12</i> | <i>95%</i> | <i>MA+- TOSD</i> | <i>\$4500</i> |
| <i>Donna McGregor</i> | <i>K</i> | <i>63%</i> | <i>BA – Elem</i> | <i>\$2205</i> |
| <i>Christopher Spatz</i> | <i>6 - 8</i> | <i>75%</i> | <i>BA – Soc. Stud.</i> | <i>\$2625</i> |
| <i>Paul Sweat</i> | <i>6 – 8</i> | <i>95%</i> | <i>BA – Math</i> | <i>\$4500</i> |
| <i>Michelle Taylor</i> | <i>9 - 12</i> | <i>95%</i> | <i>BA – English</i> | <i>\$3150</i> |
| <i>Hui Wang</i> | <i>6 - 12</i> | <i>95%</i> | <i>MA+- WL/Eng.</i> | <i>\$4500</i> |
| <i>Anthony Ware</i> | <i>9 – 12</i> | <i>75%</i> | <i>BA – Music</i> | <i>\$2625</i> |
| <i>Total</i> | | | | <i>\$29880</i> |

*Funding will be provided via appropriation from line item **Other Stipends-Variou**s of the 2023-2024 Original Annual Budget.*

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

2. Resigning Bonuses Novice CE/CEAS Teaching Staff

The Executive Director/Founder recommends, and I so move the following re-signing bonuses to all teaching staff with CE/CEAS, Passed Praxis pending Issue of cert mentioned below. According to the revised guide presented by the Board of Trustees, points were assigned according to Attendance, Performance, School-wide Goals, and growth in Benchmark post assessments. The percentages were assigned and used to determine the total amount which will be retroactive to September 1, 2023, and paid in a monthly stipend through June 30, 2023. (Please see table below.)

| <i>NAME</i> | <i>GRADE</i> | <i>CRITERIA %AGE</i> | <i>DEGREE</i> | <i>CERT</i> | <i>AMOUNT</i> |
|-----------------------|--------------------------------|--------------------------|----------------------|-------------|---------------|
| <i>Tyriq Gay</i> | <i>6 - 8 -ELA</i> | <i>95%</i> | <i>BA- English</i> | <i>CEAS</i> | <i>\$3150</i> |
| <i>Bianca Brown</i> | <i>6 – 8 ELA</i> | <i>75%</i> | <i>BA -English</i> | <i>CE-P</i> | <i>\$2625</i> |
| <i>Justin Tumulty</i> | <i>Social Studies 9-12</i> | <i>70%</i> | <i>BA-Soc. Stud.</i> | <i>CE</i> | <i>\$2450</i> |
| | | | | | |
| <i>Total</i> | | | | | <i>\$8225</i> |

*Funding will be provided via appropriation from line item **Other Stipends-Various** of the 2023-2024 Original Annual Budget.*

Note: “Passed Praxis pending Issue of cert mentioned below” language was confusing to BOT and appeared to be contrary to BOT resolution referencing same and passed at 9/21/23 meeting. Therefore, Motion was made to table for next regularly scheduled BOT meeting.

Motion made by L. Little-Avant, seconded by C. Davis.

Motion carried unanimously.

III. SCHOOL OPERATION

1. STEM CURRICULUM MATERIALS AND SUPPLIES

The Executive Director recommends, and I so move, the purchase of materials and supplies in the amount of **\$39,122** for STEM curriculum. (Presentation and additional materials presented by Director of Curriculum).

*Funding will be appropriated from line item **Other Stipends-Various** of the **ARP ESSER Grant**.*

Motion made by C. Davis, seconded by L. Little-Avant.

Motion carried unanimously.

2. Approval of Renewal Application

The Executive Director recommends, and I so move, the approval of the Renewal Application 2024.

Motion made by L. Little-Avant, seconded by C. Davis.

Motion carried unanimously.

3. Approval of Goals and Objectives 2023-2024

The Executive Director recommends, and I so move, the approval of Goals and Objectives for 2023-2024. These smart goals contain targets that guide the school curriculum, events, programs, and performance. (Attachment: Goals and Objectives 23 -24)

Note: Via text message to the BA, the executive Director requested removal of this item from the agenda (tabling) until next month’s meeting.

Motion to table made by F. Davis, seconded by L. Little-Avant.

Motion carried unanimously.

4. Renewal of contract with Delta-T Services

The Executive Director recommends, and I so move the renewal of the contract with Delta-T Staffing services. Their service provides substitute teachers both on a daily and long term basis for the school. They are a reliable service that provides competent and capable personnel to our school.

*Funding in the amount of \$175,000 has been provided in line-item **Temporary Sub-Teachers Contracted Services** of the 2023-2024 Original Annual Budget.*

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

IV. FINANCE

1. Annual Payroll Audit

The Treasurer recommends, and I so move adoption of the September 29, 2023 Annual Payroll Audit report. See attached *UCT Paycheck Distribution* summary.

Motion made by C. Davis, seconded by F. Davis.

Motion carried unanimously.

2. Finance Report

The Business Administrator recommends, and I so move adoption of the following *preliminary* financial reports:

-Secretary's Report for Period Ending 09/30/2023

-Treasurer's Report for Period Ending 09/30/2023

-Accounts Payable /Vendor Payments Report for 09/01/2023 thru 09/30/2023

-Payroll Reports for 09/01/2023 thru 09/30/2023

Motion made by C. Davis, seconded by F. Davis.

Motion carried unanimously.

Board President called for adjournment motion.

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

The meeting was adjourned at 8:38pm.

Next Meeting

Thursday, November 16, 2023, via Remote Access, in accordance with new State Legislative guidelines.

Submitted for the Public Record,

Otis A. Richardson, MBA, PhD, CSBA
Business Administrator/Board Secretary