

Union County TEAMS Charter School

Official Minutes-BOT Meeting of January 19, 2023

Meeting Call to Order 7:05pm; 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

Mrs. Sheila L. Thorpe, Executive Director/Founder
Dr. Otis A. Richardson, Business Administrator/Board Secretary
Ms. Emma Johnson, Treasurer
Mr. Joseph Wenzel, Esquire, Board Attorney

Not Attending:

Mr. Clarence Beverly
Ms. Cassandra Davis
Mr. Reggie Piggee

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 December 15, 2022

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

Motion carried unanimously.

I. STATE OF THE SCHOOL

Executive Director’s Update

- **Fire Alarm Failure at SBC** – school has been in emergency operating status since 1/12/2023 because of malfunctioning fire alarm system. Classes were virtual for 2 days. Poor attendance (65% range) mandated pivot to on-site, with all classes being held at SMC. Attendance improved to 95%. Delayed openings in place for staff (7:30am) and students (9:00am). Grade groupings are separated by floor levels (K-5/6-8/9-12). School admin expects to return to normal operations nlt 1/23.
- **Enrollment** – no change from previous report.

II. PERSONNEL

New Hires

The Executive Director/Founder recommends, and I so move the appointment of the following new hires at the salaries recommended. All resumes are on file with the Board Secretary.

| Name | Credentials/Experience | Position | Salary |
|---------------------|--|-----------------------------|---------------------------------------|
| Temitayo O. Adeniyi | BA- Psychology Two years as Substitute | Permanent Substitute | Support Guide C, Step #3 \$41,567 |
| Bianca Brown | BA- English /CE w/Praxis | ELA Teacher 6-12 | Novice Guide, BA, Step #2 \$45,831 |
| Tyriq Gay | BA-Elementary Education Grades K -6 CEAS | Elementary Teacher K – 6 | Novice Guide, BA, Step #2 \$45,831 |

*Funding will be appropriated from line item **Teachers’ Salaries-General** of the 2022-2023 Revised Annual Budget.*

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

Motion carried unanimously.

III. SCHOOL OPERATION

Acceptance of Goals and Objectives for 2023. (See Attachment)

Motion made by L. Little-Avant, seconded by F. Davis, to table this resolution until the next BOT meeting (2/16/2023) to provide additional time (as requested by ED) for adjustments, as discussed.

Motion carried unanimously.

IV. FINANCE

1. Delinquent Enrollment for Compulsory PERS Memberships

Whereas, in the case of delinquent (or delayed) enrollment in the Public Employees’ Retirement System (PERS), a statutory penalty, coupled with a delayed appropriation, is assessed by NJ Division of Pensions and Benefits, in accordance with N.J.S.A. 43:15A-7.1,

And,

Whereas, in the processing of Ms. Ajah Johnson as a pension qualified UC Teams Charter School employee, there was such delinquent (or delayed) enrollment in PERS; And,

Whereas, NJ Division of Pensions and Benefits has presented UC Teams with invoice #117847, dated 12/02/2022, in demand for payment of the statutory penalties, coupled with a delayed appropriation in the amounts of \$1,431.12 and \$ 6,529.97 for Ms. Johnson, for a total amount of \$7,961.09,

And,

Whereas funding of this expenditure will require an appropriation in the amount of \$7,961.09 from Year-End 6/30/2022 Fund Balance,

Be It Resolved,

The UC Teams Board of Trustees hereby approves settlement of invoice # 117847, authorizing the Business Administrator to disburse payment immediately.

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

Motion carried unanimously.

2. Revised Annual Budget for 2022-2023

The Business Administrator recommends, and I so move adoption of a Revised Annual Budget for 2022-2023 in the amount of \$ **6,543,948**, funded by **SDT (Sending District Tuitions)** in the amount of **\$5,771,175** (based on revised annual enrollment of **334** students), and **Special Revenues** as follows: **ESEA-\$166,833**, **IDEA-\$86,455**, and **ARP ESSER-\$519,485**. Required submittal includes 108-Line Budget Summary, Budget Narrative, and Cash Flow Schedule; due date for OCS receipt is NLT 1/31/2023. See attached ***2022-2023 Revised Budget 108-Line Budget Summary and Cash Flow Schedule***.

Motion made by L. Little-Avant, seconded by L. Canady.

Motion carried unanimously.

3. Finance Report

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

- Secretary's Report for Period Ending 12/31/2022
- Treasurer's Report for Period Ending 12/31/2022
- Accounts Payable /Vendor Payments Report for 12/01/2022 thru 12/31/2022
- Payroll Reports for 12/01/2022 thru 12/31/2022

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

Motion carried unanimously.

Board President called for adjournment motion.

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

Motion carried unanimously.

The meeting was adjourned at 8:27pm.

Next Meeting

Thursday, February 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