



Board of Trustees Meeting Agenda

May 27th, 2020 at 7PM

530 West 7th Street, Plainfield, NJ

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 Meeting to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Reading of Mission Statement
- V. Approval of the Minutes for April 22nd, 2020 BOT meeting
- VI. State of the School Report - Monica Villafuerte
- VII. President's Report - Sandra D. Harrison
- VIII. Business Administrator's Report - Meghan Pipchick
- IX. Items Requiring Board of Trustees Votes
 - A. FINANCE
 1. 2020-05-01: Bills list
 2. 2020-05-02: Payroll expenses for April/May/June
 3. 2020-05-03: Board Secretary's Report
 4. 2020-05-04: Treasurer's Report
 5. 2020-05-05: Budget Adjustments
 6. 2020-05-06: NJSIG Safety Grant
 7. 2020-05-07: CARES Emergency Relief Grant
 - B. CONTRACTS AND AGREEMENTS
 1. 2020-05-08: 2020-2021 Contract Renewals
 2. 2020-05-09: Johnston Law Firm, LLC
 3. 2020-05-10: Hunterdon County Educational Services Commission
 4. 2020-05-11: R&L Datacenters, Inc.
 - C. HUMAN RESOURCES
 1. 2020-05-14: New Hires
 - D. OTHER
 1. 2020-05-15: COVID-19 Preparedness Plan
- X. Executive Session
- XI. Old Business
- XII. New Business
- XIII. Public Portion
- XIV. Motion to Adjourn

Items Requiring Board of Trustees Votes

A. FINANCE

BOARD OF TRUSTEES RESOLUTION # 2020-05-01

Bills list

The Board of Trustees of Cresthaven Academy Charter School approves the bills list. See Appendix A.

Fund 10	\$95,071.42
Fund 20	\$9,912.77
Fund 60	\$24,127.50
TOTAL	\$129,111.69

BOARD OF TRUSTEES RESOLUTION # 2020-05-02

Payroll Expenses

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the payroll expenses for April/May/June 2020.

04/30/2020 = \$100,242.62 (Gross Pay) + \$8,023.68 (Employer Taxes) + \$130.21 (DCRP)

05/15/2020 = \$100,242.62 (Gross Pay) + \$8,023.55 (Employer Taxes) + \$130.21 (DCRP)

05/30/2020 = \$108,000 (Estimated)

06/15/2020 = \$108,000 (Estimated)

BOARD OF TRUSTEES RESOLUTION # 2020-05-03

Board Secretary's Report

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the Board Secretary's Report for April 2020. See Appendix A.

BOARD OF TRUSTEES RESOLUTION # 2020-05-04

Treasurer's Report

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the Treasurer's Report for April 2020. See Appendix A.

BOARD OF TRUSTEES RESOLUTION # 2020-05-05

Budget Adjustments

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the budget adjustments for April 2020. See Appendix A.

BOARD OF TRUSTEES RESOLUTION # 2020-05-06

NJSIG Safety Grant

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the NJSIG Safety Grant for \$2000. We plan to spend the funds on roller shades to provide privacy and protection during lockdowns for all first floor windows.

BOARD OF TRUSTEES RESOLUTION # 2020-05-07

CARES Emergency Relief Grant

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the CARES Emergency Relief Grant for \$75,454. This grant will be used to purchase materials necessary to support our mission during the pandemic.

On March 27, 2020, President Trump signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Among its many provisions, the Act includes specific funding sources for Local Education Agencies. Specifically, Section 18003 of the CARES Act establishes the Elementary Secondary School Emergency Relief Fund (ESSERF).

The core purpose of the Elementary and Secondary school Emergency Relief Fund is to provide direct money to school districts and provide funding to support areas impacted by the disruption and closure of schools from COVID-19.

B. CONTRACTS AND AGREEMENTS

BOARD OF TRUSTEES RESOLUTION # 2020-05-08

2020-2021 Contract Renewals

The Board of Trustees of Cresthaven Academy Charter School resolves to renew, award, or expire the following contracts for the 2020-2021 school year.

Vendor	Services or Goods	2020-2021
Alliance Pest Management	Pest Management	Renew
Anzell K Nelms	Independent Consultant	Renew
Brain Pop Jr.	K-1 online curriculum	Renew
CAF Memorandum of Understanding	MOU for After School Program	Renew
Calais and Plainfield BOE	Tuition Contract	Renew
CDK Systems	Accounting Software	Renew
Centric Benefits (Brian Reilly)	Health Insurance Broker	Renew
Cloud 9	Social Emotional Curriculum	Renew
Cresthaven Academy Foundation	Rental of Property	Renew
DeLage Laden Financial Services	Copy machine rentals	Renew
Dr. Kia Grundy	Physician	Renew
E-Rate Online, LLC	E-Rate Consultant	Renew
Educational Services Commission of NJ	Educational Services	Renew
Educational-Data Services, Inc.	Purchasing software	Renew
Food Service Solutions	Food Service POS	Renew

Gerald Longo, CPA	Auditor	Renew
Hunterdon County Ed. Services Comm.	Child Study Team	Renew
iStation	Online self guided ELA/Math program	Expire
Johnston Law Firm, LLC	Board Counsel	Renew
Karen Johnson	Treasurer	Renew
Karson Food Service, Inc	Vended Meals	Renew
KES Group (Kaleidoscope)	Special Education Services	Renew
Learning A-Z (Reading A-Z)	Literacy Curriculum	Renew
Lori Morea	SBA Consulting	Renew
NJ Dept. of Education	Charter Agreement	4 year contract
NJ Neurology	Evaluation Services	Renew
NJ School Boards Association	School Policies	Renew
NJ Schools Insurance Group	Insurance	Renew
Plainfield Municipal Utilities Authority	Waste Management	Renew
Public Consulting Group	EasyIEP	Renew
R&L Datacenters, Inc.	Payroll Software	Renew
Robert Brown	Treasurer	Expire
RULER	Social Emotional Curriculum	Renew
Singapore Primary Math Digital	Online math curriculum	Renew
Swing Education	Substitute Teacher Service	Renew
Switch Technologies	Network Maintenance	Renew
Sycamore Ed	Student information system	Renew
TalentEd	HR Software	Renew
Tomorrows Atlantic	Copy machines useage	Multi Year Contract
Tools of the Mind	Professional Development/K Curriculum	Renew
Treadstone Risk Mgmt (Giovanni Mancini)	Insurance Broker	Renew
Typsey	Typing Program	Renew
UChicago (STEP)	Literacy Curriculum	Renew
Union County Ed. Services Comm.	Educational Services	Renew

BOARD OF TRUSTEES RESOLUTION # 2020-05-09

Johnston Law Firm, LLC

The Board of Trustees of Cresthaven Academy Charter School resolves to renew an agreement with Johnston Law Firm, LLC for legal services for the 2020-2021 school year. See Appendix B.

5/27/2020

BOARD OF TRUSTEES RESOLUTION # 2020-05-10
Hunterdon County Educational Services Commission

The Board of Trustees of Cresthaven Academy Charter School resolves to renew a contract with Hunterdon County Educational Services Commission for Child Study Team Services for the 2020-2021 school year. Appendix B.

BOARD OF TRUSTEES RESOLUTION # 2020-05-11
R&L Datacenters, Inc.

The Board of Trustees of Cresthaven Academy Charter School resolves to renew a contract with R&L Datacenters, Inc. for payroll and tax services for the 2020-2021 school year. Appendix B.

C. HUMAN RESOURCES

BOARD OF TRUSTEES RESOLUTION # 2020-05-13
New Hires

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following new hires for 2020-2021. See Appendix C for resumes.

Name	Position	10/12 Month	Proposed 20-21 Salary
Cassandra Capozzi-Smith	General Education Teacher	10 months	
Megan Brower	Teacher of SWDs	10 months	
Akshita Alaigh	General Education Teacher	10 months	

D. OTHER

BOARD OF TRUSTEES RESOLUTION # 2020-05-14
COVID-19 Preparedness Plan

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the updated COVID-19 Preparedness Plan. See Appendix D for Plan and Checklist.

Next BOT Meeting June 24th, 2020
Phone Number: (605) 313-6032
Access Code: 723186