



**Board of Trustees Meeting Minutes**  
 Wednesday, February 24<sup>th</sup>, 2021 at 7PM  
 530 West 7th Street  
 Plainfield, NJ 07060

**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

Sandra Harrison called to order the regular meeting of the Cresthaven Academy Charter School Board of Trustees at approximately 7:03 PM pm on February 24<sup>th</sup>, 2021 at Cresthaven Academy Charter School. This meeting is being held in compliance with the Open Public Meetings Act and is open to the public. Notices were duly posted in advance of the meeting. Formal action will be taken.

II. Pledge of Allegiance

III. Roll Call

Upon individual roll call, the following Board Members were noted present:

Board Member	Present	Absent
Marcy Bostwick		X
Rashleigh Bruce	Arrived at 7:12 PM	
Kimberly Dortch	Arrived at 7:07 PM	
Toni Gamble	X	
Sandra Harrison - President	X	
Steven Hockaday	X	
Barbara Sellinger	X	

Also noted present:

- Monica Villafuerte - Executive Director
- Brian Falkowski – Interim School Business Administrator
- Steve Colson – Founder and Member of the Public
- Jazmine Gooding – Cresthaven Academy C.S. Employee

IV. Reading of Mission Statement – read aloud by the Board of Trustees

V. Approval of the Minutes for January 27<sup>th</sup>, 2021 BOT meeting

Board Member	Motion	Yes	No	Abstain	Absent
Marcy Bostwick		X			
Rashleigh Bruce		X			
Kimberly Dortch		X			

Toni Gamble	2	X			
Sandra Harrison		X			
Steven Hockaday		X			
Barbara Sellinger	1	X			

- VI. State of the School Report - Monica Villafuerte provided the State of School Report.
- VII. President's Report - Sandra D. Harrison
- A. Gave credit for filling staff vacancies.
  - B. Strategic Planning is in motion and there is a motion to approve a contract with NJSBA. May, June September and October meetings are being scheduled to develop the strategic plan along with community stakeholders.
  - C. Webinars for March 4 and February 28 on amplifying community assets.
- VIII. Interim Business Administrator's Report – Brian Falkowski
- IX. Items Requiring Board of Trustees Votes
- A. FINANCE
    1. 2021-2-01: Bills list - \$5,650.00
    2. 2021-2-02: Payroll expenses for January/February/March
    3. 2021-2-03: Board Secretary's Report
    4. 2021-2-04: Budget Adjustments
    5. Info Only – No Action – Finalized CAFR and AMR
    6. 2021-2-05: IDEA Amendment
    7. 2021-2-06: FY22 SEMI Federal Medicaid Participation Waiver

Board Member	Motion	Yes	No	Abstain	Absent
Marcy Bostwick		X			
Rashleigh Bruce	2	X			
Kimberly Dortch		X			
Toni Gamble		X			
Sandra Harrison		X			
Steven Hockaday		X			
Barbara Sellinger	1	X			

B. ACADEMIC

1. 2021-2-07: TCNJ – School Crisis Response Team PD
2. 2021-2-08: RULER PD
3. 2021-2-09: NJAGC – Cultivating Gifted Minds PD
4. 2021-2-10: National Charter School Conference Registration

Board Member	Motion	Yes	No	Abstain	Absent
Marcy Bostwick		X			
Rashleigh Bruce		X			
Kimberly Dortch	2	X			
Toni Gamble	1	X			
Sandra Harrison		X			
Steven Hockaday		X			
Barbara Sellinger		X			

C. HUMAN RESOURCES

1. 2021-2-11: Employee resignation
2. 2021-2-15: New Hires

Board Member	Motion	Yes	No	Abstain	Absent
Marcy Bostwick		X			
Rashleigh Bruce		X			
Kimberly Dortch		X			
Toni Gamble	2	X			
Sandra Harrison		X			
Steven Hockaday		X			
Barbara Sellinger	1	X			

D. CONTRACTS AND AGREEMENTS

1. 2021-2-12: NJSBA Strategic Plan Renewal Services Contract

Board Member	Motion	Yes	No	Abstain	Absent
Marcy Bostwick		X			
Rashleigh Bruce	2	X			
Kimberly Dortch		X			
Toni Gamble		X			
Sandra Harrison		X			
Steven Hockaday		X			
Barbara Sellinger	1	X			

E. OTHER

1. 2021-2-13: Policy 5145.7 - Gender Identity and Expression – 1<sup>st</sup> Reading

2. 2021-2-14: Policy 4111.2/4211.2 – Domestic Violence – 1<sup>st</sup> Reading

- X. Old Business - none
- XI. New Business - none
- XII. Public Portion – Steven Colson spoke about policies needing to have a 1<sup>st</sup> reading as indicated on the agenda. Foundation continues to be there to have food distributions and assisting with furniture moving.
- XIII. Motion to Adjourn – 8:09 PM

Board Member	Motion	Yes	No	Abstain	Absent
Marcy Bostwick		X			
Rashleigh Bruce		X			
Kimberly Dortch		X			
Toni Gamble	2	X			
Sandra Harrison		X			
Steven Hockaday		X			
Barbara Sellinger	1	X			

Items Requiring Board of Trustees Votes

A. FINANCE

**BOARD OF TRUSTEES RESOLUTION # 2021-2-01**

**Bills list**

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

Fund 10	97,066.21
Fund 20	104,478.39
Fund 60	10,758.60
<b>TOTAL</b>	<b>212,303.20</b>

**BOARD OF TRUSTEES RESOLUTION # 2021-2-02**

**Payroll Expenses**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the payroll expenses for January 2021/February 2021/March 2021.

1/29/2021 = \$121,599.08 (Gross Pay) + \$9,764.61 (Employer Taxes) + \$26.34 (DCRP)

2/15/2021 = \$121,151.02 (Gross Pay) + \$9,727.66 (Employer Taxes) + \$1.70 (DCRP)

2/30/2021 = \$135,000 (Estimated)

3/15/2021 = \$135,000 (Estimated)

**BOARD OF TRUSTEES RESOLUTION # 2021-2-03**

**Board Secretary's Report**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the unaudited Board Secretary's Report for January 2021.

**BOARD OF TRUSTEES RESOLUTION # 2021-2-04**

**Budget Adjustments**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the budget adjustments for January 2021.

**BOARD OF TRUSTEES RESOLUTION # 2021-2-05**

**IDEA Amendment**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve an amended IDEA application to include an additional \$5,128 in IDEA Basic funds to be appropriated to budget line 200-300 Prof. & Tech. Services, increasing the total budget line from \$62,629 to \$67,757.

**BOARD OF TRUSTEES RESOLUTION # 2021-2-06**

**FY22 SEMI Federal Medicaid Participation Waiver**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve a FY22 SEMI Federal Medicaid Participation Waiver.

*B. ACADEMIC*

**BOARD OF TRUSTEES RESOLUTION # 2021-2-07**

**TCNJ – School Crisis Response Team PD**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following staff to attend the TCNJ Virtual PD for School Crisis Response Teams: - \$50

2/24/2021

Stephanie Avallone

**BOARD OF TRUSTEES RESOLUTION # 2021-2-08**  
**RULER PD**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following staff to attend the RULER PD to be held on April 28 & 29, 2021: - \$100

Danielle Malysa

**BOARD OF TRUSTEES RESOLUTION # 2021-2-09**  
**NJAGC – Cultivating Gifted Minds PD**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following staff to attend the New Jersey Association for Gifted Children's virtual conference, Cultivating Gifted Minds, to be held on Friday, March 19, 2021: - \$114

Megan Gerity

**BOARD OF TRUSTEES RESOLUTION # 2021-2-10**  
**National Charter School Conference Registration**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the registration of the Board to attend the National Charter School Conference to be held on June 20-23, 2021 at a school registration rate of \$199 for up to 15 participants.

*C. HUMAN RESOURCES*

**BOARD OF TRUSTEES RESOLUTION # 2021-2-11**  
**Employee Resignation**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following employee resignation:

<b>Name</b>	<b>Position</b>	<b>10/12 Month</b>	<b>20-21 Salary</b>	<b>Effective</b>
Janet Adekola	School Nurse	10 Month		3/12/2021
Courtney Lawreck	General Education Teacher	10 Month		2/22/2021

**BOARD OF TRUSTEES RESOLUTION # 2021-2-15**  
**New Hires**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the following new hires:

<b>Name</b>	<b>Position</b>	<b>10/12 Month</b>	<b>20-21 Salary</b>	<b>Effective</b>
Danielle Buck	General Education Teacher	10 Month		3/15/2021
Nancy Sterling-Pinzon	School Nurse	10 Month		5/1/2021

*D. CONTRACTS AND AGREEMENTS*

2/24/2021

**BOARD OF TRUSTEES RESOLUTION # 2021-2-12**  
**NJSBA Strategic Plan Renewal Services Contract**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve an agreement with NJSBA to provide Strategic Plan Renewal Services, commencing March 16, 2021, for \$4,000.

*E. OTHER*

**BOARD OF TRUSTEES RESOLUTION # 2021-2-13**  
**Policy 5145.7 - Gender Identity and Expression – 1<sup>st</sup> Reading**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the 1<sup>st</sup> reading of Policy 5145.7 – Gender Identity and Expression.

**BOARD OF TRUSTEES RESOLUTION # 2021-2-14**  
**Policy 4111.2/4211.2 – Domestic Violence – 1st Reading**

The Board of Trustees of Cresthaven Academy Charter School resolves to approve the 1<sup>st</sup> reading of Policy 4111.2/4211.2 – Domestic Violence.

**Next BOT Meeting Wednesday, March 24<sup>th</sup>, 2021**  
**Please use the Google Meet link**