



The Institute for Excellence Charter School

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**Minutes of 10/27/09
(Rescheduled from Tuesday, October 20, 2009)**

Executive Session – 7:30 p.m.

- 1. Personnel Matters: Attendance (T.T.)**
- 2. Change Banks from The Bank to Susquehanna**
- 3. Review Bills, Signatures (open for public)**
- 4. New Board Member candidate: Andy Helsel**

Regular Meeting – 8:00 p.m.

- 1. CALL TO ORDER**
- 2. FLAG SALUTE**
- 3. SUNSHINE NOTICE:**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advanced notice of and to attend the meeting of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Institute for Excellence Charter School board of trustees has caused notice of this meeting to be published by having the date, time and place advertised in the Courier Post, and posted at the school.

- 4. ROLL CALL:**

Board Member	Present	Absent
Ms. Jolena Wells-Beverly	X	
Ms. Linda L. Clemons	X	
Ms. Andrea Z. Lomas	X	
Ms. Beverly J. Hutton	X	
Ms. Megan McVaugh	X	
Ms. Colleen Webster	X	
Ms. Dana Long	X	

A quorum was established.

Present Also: Ms. Thompson, Mr. Matthew, Mr. Primas, Mrs. Alwan, Secretary

*Antoinette R. Thompson
Director of Education*

*Clifton Matthew, Jr.
Assistant Director of Education*

Presentations:

Chief School Administrator/Director's Report:

Board President Update

5. Business Office:

A. Approval of Minutes – September 22, 2009 (Regular Board Meeting with amendments) and Executive Session Minutes. (TABLED) These Minutes have not been received.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly					
Ms. Linda L. Clemons					
Ms. Andrea Z. Lomas					
Ms. Beverly J. Hutton					
Ms. Megan McVaugh					
Ms. Colleen Webster					
Ms. Dana Long					

Motion carried _____ , Not carried _____ by a roll call vote

B. Motion to approve the following financial reports:

- 1. Treasurer's Report**
- 2. Report of Board Secretary**
- 3. Certification – Board Secretary**
- 4. Status of Personnel Report**
- 5. Cafeteria Report**
- 6. Approval of Bills**
- 7. Approval of Requisitions – N/A**

Ms. Hutton commented the board should have copies of all financial reports in their packets so that they can review them prior to voting. Also, \$41,000 a month for rent is a lot of money. New construction would mean another \$41,000 a month for rent, totaling \$82,000. "We've established ourselves as being fiscally prudent," added Ms. Hutton. Additional research needs to be conducted.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas		X	X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh	X		X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried _____ by a roll call vote

C. Motion to approve the School Business Administrator to change banks from “The Bank” to Susquehanna Bank.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons	X		X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh		X	X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

D. Motion to retroactively approve a field trip to Duffield’s farm Market in Sewell, NJ on October 26th (kindergarten) and October 29th (first grade). Transportation provided by Winslow Twp. Transportation Department at a cost of \$50 per bus, per hour. (Trips scheduled for 9:00 a.m. - 1:00 p.m.)

Ms. Webster – Our 2nd graders should be provided with something comparable with the kindergarten and 1st grade trips.

Ms. Thompson – Administration will be meeting to plan the 2nd grader’s trip.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh	X		X		
Ms. Colleen Webster		X	X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

E. Motion to accept the Continuation Grant (Cadre 14: Year 2 of 3) in the amount of \$100 thousand.

Ms. Thompson – This is the 3rd grade start up funds.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons		X	X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh			X		
Ms. Colleen Webster	X		X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

Public Comments (agenda items only):

A. Motion to open the meeting to the public Agenda Items Only! Please state your name and address. * All general comments are to be made at the end of the meeting!

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons	X		X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton		X	X		
Ms. Megan McVaugh			X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried _____ by a roll call vote

No comments made at this portion of the meeting.

Motion to close meeting to the public

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons	X		X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh		X	X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried _____ by a roll call vote

Committee Reports: N/A

Curriculum

Uniform

Finance

Personnel:

A. Motion to correct annual salary of Delores Chavanon (Instructional Assistant) from \$22,438 to \$23,111 (10 month employee) effective immediately, retroactive to September 1, 2009.

Ms. Thompson – This is due to an error. Ms. Chavanon has a BA Degree not an Associate Degree

Ms. Hutton – Documentation needs to be right. It’s important to be diligent and transparent.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas		X	X		
Ms. Beverly J. Hutton			X		

Ms. Megan McVaugh			X		
Ms. Colleen Webster	X		X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

B. Motion to approve prorated payment of Caroline Caline for services rendered as Board Secretary.

Ms. Thompson – This represents two months salary.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton	X		X		
Ms. Megan McVaugh		X	X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

C. Motion to retroactively approve the employment of Wadia Alwan as Board Secretary for the TIF ECS Board of Trustees at a salary of \$150.00 per month.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton	X		X		
Ms. Megan McVaugh		X	X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

D. Motion to approve Volunteer Policy (second reading)

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas		X	X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh	X		X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

E. Motion to approve the following individuals as volunteers pending State approval of background checks:

Melinda Frontado, Katherine Fucetola, Kristi Helsel, Kathleen Marandino, Elaine Milberger, Eugene Milberger, Christine Rambo, and Susan Winthrop.

Ms. Clemons – Are these volunteers all parents? Ms. Thompson – Yes. Ms. Hutton – Have you worked it out yet how, when and where these volunteers will be used. Ms. Thompson – We’re working on it.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh		X	X		
Ms. Colleen Webster	X		X		
Ms. Dana Long			X		

Motion carried X , Not carried _____ by a roll call vote

6. Miscellaneous Board Business:

A. Motion to approve a brief presentation on Wednesday, October 28, 2009 to the Winslow Twp. Business Association as requested by the organization. Presenter to be determined.

Ms. Hutton – What are we approving? Ms. Thompson – Since we are new to the community, the business association would like a presentation. No particular preparation is needed. Mr. Matthew volunteered to give presentation and was asked if he felt comfortable being school representative. He responded in the affirmative.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas			X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh		X	X		
Ms. Colleen Webster	X		X		
Ms. Dana Long			X		

Motion carried X , Not carried _____ by a roll call vote

B. Motion to approve establishing a petty cash fund on an impress basis in the amount of \$300.00

Ms. Clemons – I’ m happy we’re working out something for Ms. Thompson and Mr. Matthew so that they won’t have to keep going into their pockets for school expenses.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons	X		X		
Ms. Andrea Z. Lomas			X		

Ms. Beverly J. Hutton		X	X		
Ms. Megan McVaugh			X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X **, Not carried** **by a roll call vote**

7. DISCUSSION ITEMS:

A. Old Business – None at this time.

Motion to approve

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly					
Ms. Linda L. Clemons					
Ms. Andrea Z. Lomas					
Ms. Beverly J. Hutton					
Ms. Megan McVaugh					
Ms. Colleen Webster					
Ms. Dana Long					

Motion carried **, Not carried** **by a roll call vote**

B. New Business – None at this time.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly					
Ms. Linda L. Clemons					
Ms. Andrea Z. Lomas					
Ms. Beverly J. Hutton					
Ms. Megan McVaugh					
Ms. Colleen Webster					
Ms. Dana Long					

Motion carried **, Not carried** **by a roll call vote**

8. PUBLIC COMMENTS (all issues):

Motion to Open to Public – Prior to speaking, please state your name & address.

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas	X		X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh		X	X		
Ms. Colleen Webster			X		
Ms. Dana Long			X		

Motion carried X , Not carried by a roll call vote

Diane Diello (sic), 15 Drexel Lane, Sicklerville - Suggested fund raiser for the holidays which includes renting tables to vendors, selling food, having a craft table, using library for the children with reading books and providing supervision. Students can compete with one another by decorating snowmen and receiving recognition. We should have music. We can advertise by making up and passing out flyers and using Craig’s list.

Mr. Matthews – Is this facility large enough for such an undertaking?

Ms. Diello – I think we can work it out.

Ms. Hutton – Work your ideas through the Parent Teacher Organization. What will you do with the funds that are raised?

Ms. Diello – The funds will be available for use where administration feels they are needed.

Mrs. Jackie Hill, 14 Wilton Way – I’m pleased with the school so far and with the children’s teachers, however, they are not being provided with Speech services. The children’s IEPs have to be followed.

Ms. Thompson – I have a meeting with the County Child Study Supervisor in November and will get back to you.

Mrs. Jackie Hill – Another question! Will there be a 3rd grade?

Ms. Clemons – We should be able to fulfill that requirement. A building is to go up next door. Do our students have IDs? They should get used to wearing them.

Ms. Thompson – Our students are getting IDs as we are part of the Kids Safe Program. The parents will also receive a copy of their IDs. The students will also have portraits taken.

Ms. Hutton – NJ principals and supervisors organizations have merged and are offering professional development credits for an annual fee. I would encourage our Director to take advantage of these courses as they are excellent.

Ms. Thompson – Thank you! I will certainly take advantage of this opportunity.

Ms. Clemons – Kindly have Mr. Badessa pay Dr. Paladino (sic).

Motion to Close to the Public

Board Member	Moved By	Second	Aye	Nay	Abstain
Ms. Jolenna Wells-Beverly			X		
Ms. Linda L. Clemons			X		
Ms. Andrea Z. Lomas		X	X		
Ms. Beverly J. Hutton			X		
Ms. Megan McVaugh			X		
Ms. Colleen Webster			X		
Ms. Dana Long	X		X		

Motion carried X , Not carried by a roll call vote

Motion to Adjourn: 9:15 p.m.

Fire Drills:

Date	Time to Empty
10/18	2:09
10/21	1:59

Enrollment Counts:

Grade	Count
K	79
1	80
2	79

Next meeting date: November 17, 2009 - 7:30 p.m.

Respectfully submitted,

Antoinette R. Thompson, Director