

**DRAFT**  
**THE GRAY CHARTER SCHOOL**  
Board of Trustees  
Regular Meeting Minutes  
December 10, 2018

**CALL TO ORDER**

The Regular Meeting of the Gray Charter School, Board of Trustees will be called to order at 5:00 p.m. on Monday, December 10, 2018, by President, Ms. Shawanda Velez.

*\*\*Meeting called to Order at 5:00 p.m.*

**OPENING STATEMENT**

Adequate notice of this meeting was provided in compliance with the Open Public Meetings Act and published in the Star Ledger on June 2018.

**ROLL CALL – Board Secretary, Karen Milteer**

Ms. Shawanda Velez	<u>  X  </u>	Mr. Abraham Asabor	<u>  A  </u>
Mr. Charles Hall, Jr.	<u>  X  </u>	Ms. Vanica Maney	<u>  X  </u>
Ms. Jacquelyn Lake	<u>  X  </u>		

**COMMUNICATION**

**PUBLIC COMMENT WITH REGARD TO RESOLUTIONS**

**REPORT OF THE EXECUTIVE DIRECTOR/PRINCIPAL**

1. The Gray Charter Renewal –November 29, 2018 –Update

*Miss Gray stated that the State of New Jersey, Office of Charter School will send a notification on the status of the Charter Renewal by December 29, 2018.*

- 2.

**REPORT OF THE BUSINESS ADMINISTRATOR**

**Resolution #1210-01: Approval of Regular Board Meeting Minutes**

On the motion of S. Velez, seconded by C. Hall, Jr., BE IT RESOLVED that upon the recommendation of the Executive Director of Schools the Board of Trustees approves the Gray Charter School, Board of Trustees Minutes of the Regular Board Meeting of November 13, 2018.

Roll Call: Ms. Shawanda Velez   X    
 Ms. Vanica Maney   X    
 Mr. Charles Hall, Jr.   X  

Mr. Abraham Asabor   A    
 Ms. Jacquelyn Lake   X  

Motion Carries: Yes

**FINANCE**

**Enrollment Changes Report** (pursuant to N.J.S.A.6A:31-7.3)

Grade	FY 18 ENR	Jul 15, 2018	Aug 15, 2018	Sep 15, 2018	Oct 15, 2018	Nov 15, 2018	Dec 15, 2018	Jan 15, 2018	Feb 15, 2018	Mar 15, 2018	Apr 15, 2018	May 15, 2018	June 15, 2018	Wait List 2018/2019
K	40	40	40	40	40	38								
1	51	51	51	51	51	51								
2	46	46	46	46	46	46								
3	47	47	47	47	47	47								
4	44	44	44	44	44	44								
5	44	44	44	44	44	44								
6	31	31	31	32	32	32								
7	23	23	23	24	24	24								
8	24	24	24	24	24	24								
<b>Total</b>	350	350	350	352	352	350								

**Comprehensive Annual Financial Report (CAFR) -Update**

**\*\*NO CHANGES – THE SCHOOL DISTRICT STILL AWAITS ACTION FROM THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB).**

The Gray Charter School initial goal for submission of the Comprehensive Annual Financial Report, June 30, 2018 is December 5, 2018. However, the Gray Charter School must adhere to GASB and the New Jersey administrative code N.J.S.A. 18A:4-14 and N.J.A.C. 6A:23A-16.1 which requires us to follow generally accepted governmental accounting principles. Therefore, our CAFR for June 30, 2018 must include implementation of GASB Statement No. 75.

**Excerpt from the State of New Jersey –Memorandum dated October 18, 2018**

*The Governmental Accounting Standards Board (GASB) is an independent, nonprofit organization that establishes financial accounting and reporting standards for state and local governments, including school districts, charter schools and renaissance school projects.*

New Jersey state law and administrative code (N.J.S.A. 18A:4-14 and N.J.A.C. 6A:23A-16.1) requires school districts, charter schools and renaissance school projects to follow generally accepted governmental accounting principles in accordance with statements issued by the Governmental Accounting Standards Board (GASB).

The Treasury has engaged OPEB (other post-employment benefits) plan actuaries for the purpose of developing the numbers and disclosures necessary for GASB Statement No. 75 compliance. At this time (October 2018) the information required for compliance with GASB Statement No. 75 is currently unavailable, and the release date is not confirmed, be advised that submission of the school audit report (CAFR) after statutory deadline, but on or before Friday, December 21, 2018, will not result in any adverse findings by the NJDOE.

Specifically, applicable to school districts, the NJDOE will not:

1. **Penalize any school district score for purposes of the New Jersey Quality Accountability Continuum (NJQSAC).**
2. **Consider a school district to have violated N.J.S.A. 18A:7A-55 a (8) late audit submission as a factor in the appointment of a State monitor.**

This additional flexibility should allow for all schools and independent auditors to successfully complete their work, inclusive of the reporting standards of GASB Statement No. 75.

## **FINANCE RESOLUTIONS**

### **Resolution #1210-02: Approval of the Board Secretary and Treasurer's Report for the Period Ending 10-31-2018**

On the motion of S.Velez, seconded by C. Hall, Jr., the Board of Trustees acknowledges receipt of the Certification from the Business Administrator that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.:6:23-2.11(a) and (b), and the sufficient funds are available to meet the District Board of Trustees's financial obligations for the remainder of the fiscal year and that therefore upon the recommendation of the Board Secretary, Treasurer and Executive Director of the Gray Charter School it is recommended that the Secretary's and Treasurer's Reports for the period ending October 31, 2018, showing a cash balance of \$1,122,284.42.

Roll Call: Ms. Shawanda Velez   X    
Ms. Vanica Maney   X    
Mr. Charles Hall, Jr.   X  

Mr. Abraham Asabor   A    
Ms. Jacquelyn Lake   X  

Motion Carries: Yes

**Resolution #1210-03: Authorize Payment of Bills – December 2018**

WHEREAS, Karen Milteer, Business Administrator for the District, has reviewed bills presented to the District for payment in the amount of \$162,409.36 through December 31, 2018 and has determined that the bills on the enclosed bills list are required to be paid by the District and that same are in accordance with contracts and/or agreements entered into by the District. Ms. Milteer hereby represents to the Board that there are sufficient funds within the District to make these payments and that said payments will not adversely affect the financial position of the District; now

On the motion of S. Velez, seconded by C. Hall, Jr., BE IT RESOLVED that upon the recommendation of the Executive Director/Principal the Board of Trustees approves the payment of December 31, 2018, bill's list in the sum of \$162,409.36 a copy of which is attached hereto and incorporated herein as if fully set forth.

Roll Call: Ms. Shawanda Velez   X                        Mr. Abraham Asabor   A    
              Ms. Vanica Maney   X                        Ms. Jacquelyn Lake   X    
              Mr. Charles Hall, Jr.   X  

Motion Carries: Yes

**Resolution #1210-04: Approval of Payroll Certifications**

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees accepts and approves the payroll certification reports for period ending November 30, 2018. The payroll certification reports will be signed by the Board President, Board Secretary and Executive Director/Principal.

Roll Call: Ms. Shawanda Velez   X                        Mr. Abraham Asabor   A    
              Ms. Vanica Maney   X                        Ms. Jacquelyn Lake   X    
              Mr. Charles Hall, Jr.   X  

Motion Carries: Yes

**Resolution #1210-05: Public Agency Compliance Officer**

On the motion of S. Velez, seconded by C. Hall, Jr., the Board of Trustees accepts and approves the appointment of the School Business Administrator to serve as the Public Agency Compliance Officer.

Roll Call: Ms. Shawanda Velez   X                        Mr. Abraham Asabor   A

Ms. Vanica Maney  Ms. Jacquelyn Lake   
Mr. Charles Hall, Jr.

Motion Carries: Yes

## **BOARD TOPICS**

Board of Trustees Report – December 2018

*Miss Velez reported that the State of New Jersey, Office of Charter School appeared to be pleased with the Gray Charter School and overall student achievement. Miss Velez made mention of some of the questions and subjects discussed during the interrogation period.*

*Five Year Strategic Plan has to be the focus of the school district. The Board of Trustees and administration must ‘say what we do and do what we say.’*

*Board Training*

## **OLD BUSINESS**

- Board Retreat tentative date February 2019

## **NEW BUSINESS**

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## **Resolution #1210-06: Resolution for a Closed Session**

On the motion of J. Hall, seconded by V. Maney, at 5:20 p.m. the Board of Trustees approves the following resolution:

BE IT RESOLVED that the Gray Charter Schools’ Board of Trustees shall at this time recess this meeting and conduct a closed meeting concerning personnel issues and other matters which involve exceptions set forth in the Open Public Meetings Act, and are matters which this Body hereby determines are of such a nature that they cannot be discussed at an open meeting. This Body is at this time unable to determine when the matters under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.

Roll Call: Ms. Shawanda Velez  Mr. Abraham Asabor

Ms. Vanica Maney   X    
Mr. Charles Hall, Jr.   X  

Ms. Jacquelyn Lake   X  

Motion Carries: Yes

*\*\*Discussion led by Executive Director/Principal employment contract for Teacher, A.H.*

On the motion of S. Velez, seconded by C. Hall, Jr., at 5:30 p.m. the Board of Trustees approves closing of the Closed Executive Session.

Roll Call: Ms. Shawanda Velez   X    
Ms. Vanica Maney   X    
Mr. Charles Hall, Jr.   X  

Mr. Abraham Asabor   A    
Ms. Jacquelyn Lake   X  

Motion Carries: Yes

## **PUBLIC COMMENT**

## **ANNOUNCEMENTS**

Our next Regular Board Meeting is scheduled to be held in the Conference Room, The Gray Charter School, 55 Liberty Street, Newark, New Jersey, at 5:00 p.m., on Monday, January 14, 2019.

## **ADJOURNMENT**

### **Resolution #1210-07: Adjournment**

On the motion of S. Velez, seconded by V. Maney, the Board of Trustees adjourns the meeting at 5:58 p.m.

Roll Call: Ms. Shawanda Velez   X    
Ms. Vanica Maney   X    
Mr. Charles Hall, Jr.   X  

Mr. Abraham Asabor   A    
Ms. Jacquelyn Lake   X  

Motion Carries: Yes

## **CERTIFYING STATEMENT**

I CERTIFY THE FOREGOING TO BE A TRUE COPY OF THE MINUTES ADOPTED BY THE BOARD OF TRUSTEES OF (The Gray Charter School) IN THE COUNTY OF ESSEX, NEW JERSEY, AT A MEETING HELD ON DECEMBER 10, 2018.

Karen Milteer

Original Signature, Business Administrator/Board Secretary

December 10, 2018

Date