

February) and windows treatments and AV equipment for the 12th floor to be completed this month.)

The Board is requesting for Manny to provide a full report on the project at the November meeting.

C. Charter Renewal Update: Dr. Santiago indicated that the preparation for renewal is going well. She provided key dates for this process as follows:

- Application was filed on October 15, 2015
- Mock Audit was conducted on October 26, 2015
- State Audit: December 9, 2015

She indicated that a facilities plan is needed to accommodate expanded enrollment (pending state approval). The Board requested a plan to be discussed at the January meeting.

D. Refunding of Upper School Bonds: Ken Verrill indicated that the transaction was completed at a net savings to the school of \$1,018,701.31.

E. Loan Transaction: John Hall presented the following resolution:

Item 2:

WHEREAS, LEAP Academy University Charter School, Inc. (the "School"), is a non-profit corporation duly organized validly existing and in good standing under the laws of the State of New Jersey, is authorized to do business in the State of New Jersey, is recognized as a 501(c)(3) organization by the Internal Revenue Service and no action is pending or, to the best of its knowledge, threatened which questions the School's status as a 501(c)(3) organization; and

WHEREAS, T.D. Bank, N.A. (the "Bank") has delivered proposed terms for (i) a line of credit in the principal amount of \$1,000,000 (the "Line of Credit"), the proceeds of which to be used to finance working capital for the School; and (ii) a commercial mortgage evidencing a first priority mortgage lien on 639 Cooper Street, Block 102, Lot 47, City of Camden, New Jersey, securing the principal amount of up to \$2,500,000 (the "Mortgage"), the proceeds of which will be used to (a) refinance existing outstanding debt in the approximate aggregate outstanding amount of \$1,415,000, (b) reimburse the School for unfinanced costs associated with the renovation of the Dr. Santiago Building, and (c) pay the costs of issuance of the Line of Credit and the Mortgage (together (i) and (ii) are hereinafter referred to as the "Project");

WHEREAS, the School deems the Project to be desirable;

WHEREAS, the completion of the Project may be subject to the consent of prior lenders to the School in accordance with certain provisions in existing loan documents to which the School is a party (the "Required Consents");

WHEREAS, in order to accomplish the Project, the School will be required to deliver to the Bank the Mortgage and certain other financing documents (the "Financing Documents"); and

WHEREAS, the School desires to ratify the actions taken by the Authorized Officers (defined below) in furtherance of the Project and to authorize the execution and delivery on behalf of the School of the

Financing Documents and such instruments and documents as shall be necessary or appropriate to complete the Project, subject to the receipt of the Required Consents.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. Ratification. All actions previously taken by the Authorized Officers on behalf of the School in furtherance of or concerning the Project be, and they hereby are, ratified, confirmed and approved in all respects.

Section 2. Authorized Officers. Each of the Chair, the School Business Administrator and the Board Liaison (each an “Authorized Officer”), is hereby authorized and directed to engage the Bank in negotiations, and, subject to the receipt of the Required Consents, to execute and deliver the Financing Documents to the Bank as the form, content, and terms may be approved by such Authorized Officer in consultation with counsel to the School, the execution thereof to be conclusive evidence of such approval.

Section 3. Execution and Delivery of Other Documents. Subject to the receipt of the Required Consents, any Authorized Officer is hereby authorized and directed to execute and deliver all other documents and instruments which may be required, necessary or desirable in connection with the issuance and delivery of the Financing Documents and the carrying out of the Project, and the performance of the rights, duties and obligations of the School under any of the foregoing.

Section 4. Further Action. Any Authorized Officer of the School is hereby authorized and directed to execute such further documents, instruments and certificates and do such further things as may be necessary or proper to carry out the intent and purpose of this Resolution or any document herein authorized.

Section 5. Repeal of Inconsistent Resolutions. All prior resolutions or parts thereof, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 6. Effective Date. This Resolution shall take effect immediately.

Seconded by Hector Nieves.

Roll Call:

	Item 2
Dr. Gloria Bonilla-Santiago	YES
Marleen Gonzalez	YES
Mathew Goodwin	YES
John Hall	YES
Cal Maradonna	YES
Heather Matuszewski-Burke	YES
Maria Miranda	YES
Hector Nieves	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Robert Ransom	YES
Jennifer Young	YES

F. Universal Enrollment Update: Manny Delgado provided an update on Camden Universal Enrollment. Dr. Santiago indicated that Board Counsel is revising the MOA. There was consensus by the board about continue to work through the due diligence for this agreement and to resume the discussion at the November meeting.

IV. LEAP/Cramer Hill LLC Reports

A. Approval of Payment of Bills for the LEAP/Cramer Hill LLC: Hector Nieves presented the following resolution:

Item 3: Resolved that the board approves the following payments under the LEAP Cramer Hill, LLC:

Payee	Amount
KI	\$ 80,339.50
Dynamism (replacement check)	\$ 14,827.56
Video Insight	\$ 28,244.77
Singer	\$ 46,841.00
AT&T	\$ 380.88
The Hartford	\$ 4,101.58
OFS Brands	\$ 4,581.09

Seconded by John Hall.

Roll Call:

	Item 3
Dr. Gloria Bonilla-Santiago	YES
Marleen Gonzalez	YES
Mathew Goodwin	YES
John Hall	YES
Cal Maradonna	YES
Heather Matuszewski-Burke	YES
Maria Miranda	YES
Hector Nieves	YES
Brenda Ortiz	YES
Dr. Michael Palis	YES
Robert Ransom	YES
Jennifer Young	YES

V. Finance Committee Actions: John Hall presented items 4-9 for Board approval:

A. Approval of Board Line Item Status Report

Item 4: Whereas, the members of the LEAP Board of Trustees, voting on this resolution, have reviewed the Board Secretary’s and Treasurer’s Monthly Financial Reports for the periods

ending July 31, 2015 and have consulted with the Chief Financial Officer/SBA as deemed appropriate.

Now, therefore, be it resolved, that the members of this Board of Trustees voting (By recorded Roll call) on this Resolution do hereby certify that based on the monthly certification of the Board's Secretary concerning "Budgetary Line Item Status" N.J.A.C. 6A:23-2.11(c) 3 no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(a) 3 and based on such report and the status of budgetary amount and expenditures as of the date of the adoption of this Resolution there appears to be at this time sufficient funds available to meet the School's financial obligations for the remainder of the fiscal year.

B. Approval of Budget Transfers

Item 5: Resolved that the Board approves budget transfers for July 2015 per the attached listing.

C. Approval of Expenditure Report/Bill List

Item 6: Whereas, the Business Administrator certifies that there are sufficient funds to pay bills and payroll for September 2015.

Therefore, be it resolved that the LEAP Academy University Charter School Board of Trustees authorizes payment of vouchers and payroll per the list attached.

D. Contracts

Item 7: Resolved that the Board authorizes executing contracts related to the delivery of special education services as provided by John Tirico, Director of Special Education. (Listing attached)

Further resolved that the Board authorizes a contract with the Commission for the Blind and Impaired in for students FH in the amount of \$1,900.

E. Grants – RFP's

Item 8: Resolved that the Board approves release of RFP for 3 additional days of training for teachers through the school's PDI.

Further resolved that the Board authorizes reissuance of RFP for parent training and development services through the school's Title I grant.

F. Annual Charter School Fiscal Questionnaire

Item 9: Resolved that the Board authorizes submittal of the Annual Charter School Fiscal Questionnaire for 2015-2016.

Seconded by Hector Nieves.

Second:

Roll Call:

	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9
Dr. Gloria Bonilla-Santiago	YES	YES	YES Abstain on payments to Rutgers and Metz	YES	Abstain	YES
Marleen Gonzalez	YES	YES	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES	YES	YES
John Hall	YES	YES	YES Abstain on payments to ABCO	YES	YES	YES
Cal Maradonna	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES
Heather Matuszewski-Burke	YES	YES	YES	YES	YES	YES
Maria Miranda	YES	YES	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	YES	YES	YES
Brenda Ortiz	YES	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES
Robert Ransom	YES	YES	YES Abstain on payments to Rutgers	YES	YES	YES
Jennifer Young	YES	YES	YES Abstain on payments to Verizon	YES	YES	YES

VI. Personnel Committee: Jennifer Young presented items 10-17 for Board approval.

A New Staff Appointments

Item 10: Resolved that the Board authorizes the following appointments:

Name	Position	Start Date	Salary	Account Numbers
Jessica Dixon (District)	Teacher of Dance	2-Nov-15	\$50,500	11-140-100-101-04-043

Gabriel Molina (Gr. 4-6, 7-10)	Teacher of Spanish	12-Oct-15	\$49,000	11-130-100-101-02-043
Jennifer Mooney (Middle School - 7th Grade)	MS Mathematics Teacher	13-Dec-15	\$49,000	11-130-100-101-03-043
Jesleen LaMothe	Interim Director, School Based Health Clinic	20-Nov-15	\$60,000	11-800-330-110-00-066
Naomi Guerrasio	Teacher of ESL	26-Oct-15	\$52,000	11-240-100-101-01-043
Marisol Torres	Office Manager	9-Nov-15	\$35,000	11-000-240-105-02-053

C. Approval of Part-Time Employment

Item 11: Resolved that the Board approves the following individuals for part-time employment:

Name	Assignment	Effective Day	Compensation	Account Numbers
Emily Benitez	P/T Custodian	1-Nov-15	\$10.00/hour	11-000-262-110-CL-066
Dionecia Espinal	P/T Custodian	28-Oct-15	\$10.00/hour	11-000-262-110-CL-066
Syretta Coles	P/T Custodian	20-Nov-15	\$10.00/hour	11-000-262-110-CL-066
Nilsa Guzman-Martinez	P/T Custodian	20-Nov-15	\$10.00/hour	11-000-262-110-CL-066

D. Extra Compensation

Item 12: Resolved that the Board approves extra compensation for the following staff based on special assignments:

Name	Assignment	Effective Day	Compensation	Account Numbers
Bradley Fenelus	Title III ESL Parent Program Childcare	1-Oct-15	\$15/hour	20-242-200-110-00
Lissel Vasilakis	Title III ESL Parent Program Facilitator	1-Oct-15	\$30/hour	20-242-200-110-00
Robin Unverhau	ESL Tutor	1-Oct-15	\$30/hour	20-242-200-110-00
Nurcihan Allison	ESL Tutor	1-Oct-15	\$30/hour	20-242-200-110-00
Alyssa Miller	Title IA Parent Program Facilitator	1-Oct-15	\$30/hour	20-232-200-110-PI
Ivonne Vargas	Title IA Parent Program Childcare	1-Oct-15	\$15/hour	20-232-200-110-PI
Carmen Melendez	Title IA Parent Program Childcare	1-Oct-15	\$15/hour	20-232-200-110-PI

E. Co-Curricular Appointments

Item 13: Resolved that the Board approves the following appointments for Co-Curricular Assignments:

Name	Assignments	Term	Stipend	Account Numbers
Elizabeth Lipinski	Senior Advisor	Fall 2015	\$2,500	11-402-100-101-12-066

F. Terminations/Resignations

Item 14: Resolved that the Board authorizes the following terminations/resignations:

Resignations	Position	Effective Day
Robert Cameron	Special Education Teacher	31-Oct-15
Sav Enna Gutierrez	Teacher of Spanish	22-Nov-15
Kriten Heaney	Teacher of Mathematics	13-Dec-15

G. Leaves of Absence

Item 15: Resolved that the Board approved leaves of absences actions as follows:

Leaves	
Amanda Fulton (return from FMLA/NJFLA leave)	10/26/2015

H. Mentoring Assignments

Item 16: Resolved that the Board approves the following mentoring assignments:

<i>Novice Teacher</i>	<i>Mentor</i>
Anna Klinke	Siomara Perez
Gabriel Molina	Siomara Perez

I. Organizational Chart

Item 17: Resolved that the Board approves the revised organizational chart as presented.

Seconded by Maria Miranda.

Roll Call:

	Item 10	Item 11	Item 12	Item 13	Item 14	Item 15	Item 16	Item 17
Dr. Gloria Bonilla-Santiago	YES	YES	YES	YES	YES	YES	YES	YES
Marleen Gonzalez	YES	YES	YES	YES	YES	YES	YES	YES
Mathew Goodwin	YES	YES	YES	YES	YES	YES	YES	YES
John Hall	YES	YES	YES	YES	YES	YES	YES	YES
Cal Maradonna	YES	YES	YES	YES	YES	YES	YES	YES
Heather Matuszewski-Burke	YES	YES	YES	YES	YES	YES	YES	YES
Maria Miranda	YES	YES	YES	YES	YES	YES	YES	YES
Hector Nieves	YES	YES	YES	YES	YES	YES	YES	YES
Brenda Ortiz	YES	YES	YES	YES	YES	YES	YES	YES
Dr. Michael Palis	YES	YES	YES	YES	YES	YES	YES	YES
Robert Ransom	YES	YES	YES	YES	YES	YES	YES	YES
Jennifer Young	YES	YES	YES	YES	YES	YES	YES	YES

VII. Curriculum Committee

A. Curriculum Update – Yvette Hernandez provided an update report on the Curriculum and Instruction.

B. Innovative Programs – Dr. Ivelys Figueroa provided an update report on all innovative programs. She introduced Khary who provided a report on college access. An Extended Day calendar was also shared with the board.

Heather Burke presented items 19-20 for Board approval.

Item 18: Resolved that the board approves the proposal prepared by Dr. Figueroa to offer a Dance Program for Latin Dances for the entire school from K-12 at a total budget of \$23,640.

C. Field Trips

Item 19: Resolved that the Board approves field trips as recommended by the administration and reviewed by the Curriculum Committee

D. Specialized Trainings

Item 20: Resolved that the Board authorizes participation of staff on specialized training as provided by the COO and included with this board packet.

Seconded by Maria Miranda. AYES: 10 NAYS: 0 ABS: 0

VIII. Administrative and Operational Reports: Janice Strigh provided updates on the following:

A. Student Discipline/Annual HIB

B. Fire Drills

C. Pending Items for November: The Board is requesting the following reports:

- **Free and Reduce Lunch Application Completion**
- **Updated SOP**
- **Updated Safety Plan**

IX. Public Comment

Maria Miranda presented a motion to open the meeting to the public for comment.

Seconded by Heather Burke. AYES: 10 NAYS: 0 ABS: 0

X. Adjournment

Hector Nieves presented a motion to adjourn.

Seconded by Heather Burke. AYES: 10 NAYS: 0 ABS: 0

Meeting adjourned at 7:15 pm

Respectfully Submitted,

Wanda Garcia
Board Liaison