

## CREATIVITY COLABORATORY CHARTER SCHOOL MINUTES – January 12, 2021

The regular meeting of the Creativity CoLaboratory Charter School Board of Trustees, County of Salem, State of New Jersey, was held via Virtual Meeting (Zoom Platform) on January 12, 2021 at 4:30pm.

Members present: Mr. Daniel Rowan, Ms. Claire Riggs, Ms. Frances Fina, Mr. Robert Cimprich, Ms. Pamela Vanecek  
Members absent: None  
Also present: Dr. Loren Thomas, Ms. Cori Solomon, Dr. Joseph Conway, and Mr. Rick Pressler (in at 5:00 pm)

The pledge to the flag was led by Mr. Rowan

The meeting opened at 4:30pm at which time the following was stated: “The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings 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 Creativity CoLaboratory Charter School Board of Trustees has caused notice of this meeting to be published by having the date, time, and place thereof posted on the door of the Creativity CoLaboratory Charter School and in the Elmer Times and the South Jersey Times Publications. “

Virtual Meeting

### Virtual Board Meeting

The Board may conduct a meeting utilizing technology that will enable a meeting to occur without the physical presence of Board Members, Administration and/or public, utilizing video conferencing, electronic devices or other similar technology. A virtual Board meeting will only be used in emergent situation that requires school building and offices to be closed. The decision to conduct a virtual board meeting will be made by the Superintendent and Business Administrator. All votes taken by Board members participating via electronic devices at such meetings shall be valid and binding, and shall not be considered “proxy voting”.

Virtual Board meeting will offer the opportunity to have member of the public address the Board during the public comments section of the meeting.

Virtual participation in Executive Session shall be limited, and only used in emergent situations and upon satisfactory assurances that any discussion shall be and remain confidential.

Minutes

Motion by Mr. Rowan and seconded by Ms. Vanecek that the Board of Trustees approve the minutes of December 8, 2020 as amended.  
Unanimously Approved

Open Public Comment

Motion by Ms. Vanecek and seconded by Mr. Rowan that the Board of Trustees open the meeting to receive comment from the public present.  
Unanimously Approved

Close Public Comment0

Motion by Mr. Rowan and seconded by Mr. Cimprich that the Board of Trustees close the meeting for public comment and return to session.

**CREATIVITY COLABORATORY CHARTER SCHOOL MINUTES – January 12, 2021**

Unanimously Approved

**BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORTS:**

**Revenue and Budgetary Summary**

Financial  
Summary

Motion by Ms. Riggs and second by Mr. Cimprich to approve the review of the Revenue and Budget Summary for December 31, 2020.

Unanimously Approved

**Warrants**

Warrants

Motion by Ms. Riggs and seconded by Mr. Cimprich that the Board of Trustees approve the warrants for December and through January 8, 2021. (See Pages 889-890)

Unanimously Approved

**Cash Reconciliation Report**

Cash  
Reconciliation  
Report

Motion by Ms. Riggs and seconded by Mr. Cimprich that the Board of Trustees approve the Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2020. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of November 2020. (See Pages 891-900)

Unanimously Approved

**Board Secretary’s Report**

Board  
Secretary’s  
Report

Pursuant to N.J.A.C. 6 A:23-16.10 (c) 3, I certify that as of November 2020 no budgetary line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6:23a-16.10 (c) 3. (See Pages 901-916)

\_\_\_\_\_  
Richard Pressler

\_\_\_\_\_  
Date

**Certification**

Certification

Motion by Mr. Rowan and seconded by Mr. Cimprich that the Board of Trustees certify pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that after review of the secretary’s monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or funds has been over expended in violation of N.J.A.C. 6A:23A-16.10b and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Unanimously Approved.

**Approval of Revised Budget**

Budget  
Approval

## CREATIVITY COLABORATORY CHARTER SCHOOL MINUTES – January 12, 2021

Motion by Mr. Rowan and seconded by Ms. Vanecek that the Board of Trustees approves the revised Budget Summary and Cashflow to reflect updated revenue estimates provided by the State of New Jersey based on the school's revised enrollment numbers as reported on October 15, 2020.

The motion was approved unanimously.

### SCHOOL CHIEF ADMINISTRATOR'S REPORT

Fire Drill and  
Emergency  
Drill

Motion by Mr. Cimprich and second by Mr. Rowan that the Board of Trustees approve the Fire Drill and Emergency Drill as presented.

#### **Emergency Drill— Shelter in Place, Thursday, December 15**

Loren announced shelter-in-place verbally. Loren walked the campus (only using Art Studios) and checked all doors and windows.

All clear and classes resumed at 2:09 PM

#### **Fire Drill—Tuesday, December 22**

Loren called COPS monitoring at 12:56 PM

Pulled fire alarm in Arts Center at 1:30.

Everyone cleared the buildings and was outside in 3 seconds.

All clear and everyone returned to classes at 1:32 PM

Weather was clear and sunny. School was virtual. The only personnel here were Loren and Donald.

Unanimously Approved.

Personnel

Motion by Mr. Cimprich and seconded by Mr. Rowan that the Board of Trustees approve the intermittent FMLA leave for Jason Rounsaville, Fridays, beginning 12/18/20 through 6/04/21. He will be working 4 days/week M thru F paid at 80% of salary (\$43,200).

Unanimously Approved

### APPEL FARM LIAISON REPORT

Appel Farm  
Liaison Report

Ms. Cori Solomon provided updates about the school lottery, C3 Families Advisory Board, Fundraising Committee, Sunshine Committee, Grade Level Committees, and marketing efforts on behalf of the school.

Ms. Solomon also described potential new community partnerships.

Network  
Report

### CCSN REPORT

## **CREATIVITY COLABORATORY CHARTER SCHOOL MINUTES – January 12, 2021**

Dr. Joseph Conway discussed various lottery procedures and initial discussions of future facility needs.

### **EXECUTIVE SESSION**

#### **Recess into Executive Session**

Executive  
Session

Motion by Mr. Rowan and second by Ms. Riggs to go into Executive Session to discuss personnel issues and potential litigation.

Unanimously Approved

#### **Exit Executive Session**

Motion by Mr. Rowan and second by Ms. Riggs to exit Executive Session and return to the public portion of the meeting.

Unanimously Approved

Adjournment

### **ADJOURNMENT**

Motion by Ms. Fina and seconded by Mr. Rowan that the Board of Trustees adjourn at 5:45 pm.  
Unanimously Approved