

CREATIVITY COLABORATORY CHARTER SCHOOL

Minutes

February 9, 2021

I. FLAG SALUTE

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

II. CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advanced 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 Co Laboratory Charter School has caused notice of this meeting to be published by having the date, time, and place thereof posted on the office door of the Creativity Co Laboratory Charter School.

III. ROLL CALL

All Trustees were Present:

Mr. Daniel Rowan, Ms. Claire Riggs , Ms. Frances Fina (joined 4:40 pm), Mr. Robert Cimprich, Ms. Pamela Vanecek

Present: Dr. Loren Thomas, CSA/Principal
Cori Solomon, Appel Farm Liaison
Dr. Joseph Conway, CCSN Liaison
Rick Pressler, SBA/Board Secretary

IV. MINUTES

It is recommended that the Board approve the minutes of the January 12, 2020 meeting.

Moved: Dan Rowan

Seconded: Claire Riggs

Approved unanimously.

V. CORRESPONDENCE

At this time anyone from the public who wishes to speak to the Board may do so regarding agenda items only. The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the school staff or members involved therein and the Chief School Administrator prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff has had a reasonable opportunity to resolve the problem. We ask that you please state your name, municipality of residence, and group affiliation, if applicable, for the record. You will have three minutes for the Board to hear your concerns. Also please know that when talking to the Board, the Board President is the only one permitted to speak and may direct further communication to be done through the Superintendent.

No correspondence was recorded.

A. Open Public Comment

It is recommended that the Board of Trustees open the meeting to receive comment from the public present.

Moved: Dan Rowan

Seconded: Claire Riggs

Approved unanimously.

Speakers:

- Stephanie Weinstein, questions about long range plans for the school.
- Jennifer Blaetz, request for information about contract between C3 and Appel Farms.

B. Close Public Comment

It is recommended that the Board of Trustees close the meeting for public comment and return to session.

Moved: Dan Rowan

Seconded: Bob Cimprich

Approved unanimously.

VI. NETWORK REPORT

Presented by Dr. Joseph Conway

- Described the renewal process recently completed successfully by Camden’s Promise Charter School.
- Discussed the NJ Charter School Performance Framework that will inform the renewal process for C3.
- Discussed student assessment data that will be useful during the renewal process, especially in light of canceled state test.

VII. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORTS:

A. Revenue and Budgetary Summary

For your review, a Revenue Summary and a Budget Summary for January 31, 2021. (See pages 3-4)

B. Warrants


It is recommended that the Board approve the warrants for January 1, 2020 through January 31, 2021 (See pages 5-6)

C. Cash Reconciliation Report

Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2020. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the months of December 2020 (See pages 7-16)

D. Board Secretary’s Report

Board Secretary’s Report: December, 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 A:23A-16.10 (c)3. (see pages 17-36)



Richard Pressler, Board Secretary

2/9/21
Date

E. Certification

It is recommended 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:23-16.10(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Moved: Claire Riggs
Seconded: Pamela Vanecek
Approved unanimously.

F. Approval of Annual Audit FY 2020

It is recommended that the Board of Trustees certify it has reviewed the CAFRs for the year ending June 30, 2020 along with the synopsis, approves the Corrective Action Plans and certification of implementation of corrective action plan (See pages 11 -16)

Moved: Dan Rowan
Seconded: Bob Cimprich
Approved unanimously.

G. Appointment of Finance Committee

The Board of Trustees appoints the following members to the Finance Committee, effective immediately:

- Dan Rowan, Board President
- Dr. Loren Thomas, CSA/Prinicipal
- Rick Pressler, SBA/Board Secretary
- Cori Solomon, Appel Farm Liaison
- Pamela Vanecek, Trustee

H. Discuss Budget for 2021 - 2022 School Year

A rough draft budget is being put together reflecting a student enrollment of 168. This will be distributed prior to the March board meeting.

VIII. ADMINISTRATOR’S REPORT (Handout)

- A. It is recommended the Board of Trustees approve the following report of Fire Drill and Emergency Drill.

Emergency Drill— Active Shooter, Thursday, January 14, 2021
Loren announced active shooter verbally at 1:15 PM
Loren walked the campus (only using Art Studios) and checked all doors and windows. Loren and the staff present did a “tabletop” review of Active Shooter protocols. We also searched each room for the appropriate place for students to gather safely.

Drill ended and work resumed at 1:40 PM

Fire Drill—Monday, January 25

Loren called COPS monitoring at 1:55 PM

Pulled fire alarm in Arts Center at 1:58. PM

Everyone cleared the buildings and was outside in 3 seconds.

All clear at 1:59 PM

Weather was cloudy and cold

5th and 6th were virtual.

The only personnel involved in the drill were Loren and Donald.

Moved: Dan Rowan

Seconded: Pamela Vanecek

Approved unanimously.

Motion by Claire Riggs and seconded by Robert Cimprich that the Board of Trustees of Creativity CoLaboratory Charter School approve the Settlement Agreement between J.I. and J.I. (o/b/o B.I.) and the Creativity CoLaboratory Charter School Board of Trustees.

The motion was approved unanimously.

B. It is recommended that the Board of Trustees approve the hiring of three substitute teachers at the following salaries:

- Kristen Ivey \$100/day
- Micaela Campos \$100/day
- Jennifer Boyce \$200/day

Moved: Bob Cimprich

Seconded: Dan Rowan

Approved unanimously.

IX. APPEL FARM LIAISON REPORT

Presented by Cori Solomon, Appel Farm Liaison

- In the new academic quarter, four STEAM assistants are supporting the school.
- Appel Farm has contracted with new teaching artists.
- Appel Farm has paid out \$38,000 to teaching artists for art classes in the current year.
- They would like to add staff to support STEAM programs.
- They are onboarding and filling enrollments for next year. There is currently a waiting list.
- In the fall, there will be improvements to facility infrastructure, equipment, and furniture.

X. RECESS INTO EXECUTIVE SESSION

It is recommended that the Board of Trustees adjourn, by Resolution, into Executive Session, from which the general public is excluded, to discuss student placement, personnel, litigation, negotiations, or

any other matter appropriate for this session. The results of this session will be made public immediately after or as soon thereafter as a decision is reached if permitted by law.

Moved: Dan Rowan

Seconded: Pamela Vanecek

Approved unanimously.

XI. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Moved: Dan Rowan

Seconded: Claire Riggs

Approved unanimously.

XII. ADJOURNMENT

Moved: Dan Rowan

Seconded: Frances Fina

Approved unanimously.