

CREATIVITY COLABORATORY CHARTER SCHOOL

Board Meeting Minutes

March 9, 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 March 9, 2021 at 4:30 pm.

All Trustees were present:

Mr. Daniel Rowan	Ms. Claire Riggs
Mr. Robert Cimprich	Ms. Pamela Vanecek
Ms. Frances Fina	Ms. Claire Riggs

Also present:

Ms. Cori Solomon, Appel Farm Liaison
Dr. Joseph Conway, Camden Charter School Network
Mr. Rick Pressler, School Business Administrator/Board Secretary

Members absent: None

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 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.

IV. MINUTES

It is recommended that the Board approve the minutes of the February 9, 2021 meeting.

Moved: Daniel Rowan

Seconded: Robert Cimprich
Approved unanimously.

V. CORRESPONDENCE

There was no correspondence to be noted.

A. Open Public Comment

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

Moved: Daniel Rowan
Seconded: Claire Riggs
Approved unanimously.

Speaker:

Jennifer Blaetz, Franklinville, NJ. Creativity Colaboratory Charter School 6th grade teacher.
Discussed of sharing of agenda in advance of meetings, vendor contracts, and the process for reconsidering and approving vendor contracts in the coming year.

Question: What will be the process for revising/approving the school curriculum?

[These issues to be addressed by the CSA/Principal in the coming weeks.]

B. Close Public Comment

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

Moved: Daniel Rowan
Seconded: Pamela Vanecken
Approved unanimously.

VI. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORTS:

A. Revenue and Budgetary Summary

For your review, a Revenue Summary and a Budget Summary for February 28, 2021. (See pages 3-4)

B. Warrants

It is recommended that the Board approve the warrants for February 1, 2021 through February 28, 2021 (See pages 5-6)

C. Cash Reconciliation Report

The January Cash Reconciliation Report was not provided due to revisions to the entire year's reports made necessary by the completion of the Annual Audit for 2020. All corrected Reconciliation Reports (July 2020 - February 2021) will be distributed prior to the next board meeting.

D. Board Secretary's Report

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Board Secretary's Report: January, 2021, 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)

E. Certification of Items A, B, and D, above

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.

It is recommended that the Board of Trustees approve the reports as listed above.

Moved: Claire Riggs
Seconded: Robert Cimprich
Approved unanimously.

F. Approval of Annual Budget FY 2022

It is recommended that the Board of Trustees approve the Budget Summary and cashflow for the year ending June 30, 2022 along with the attached Budget Narrative (**See pages 11 -16**)

Moved: Daniel Rowan
Seconded: Robert Cimprich

Roll call vote:

Mr. Daniel Rowan	YES
Ms. Claire Riggs	YES
<u>Mr. Robert Cimprich</u>	YES
<u>Ms. Pamela Vanecek</u>	YES
<u>Ms. Frances Fina</u>	NOT PRESENT
Ms. Claire Riggs	YES

VII. ADMINISTRATOR'S REPORT (Handout)

- Enrollment currents stands at 143 students (1 slot available to be filled once students return from remote learning.)
- School is being held virtually for two weeks as a COVID precaution.
- Director Search: The finalist candidate withdrew from consideration. The search will continue.

It is recommended that the Board approve the report of the fire and bomb threat drills held over the past month.

Moved: Daniel Rowan
Seconded: Pamela Vanecken
Approved unanimously.

It is recommended that the Board approve the rescheduling of its next meeting to April 20, 2021, and provide the necessary public notice.

Moved: Robert Cimprich
Seconded: Claire Riggs
Approved unanimously.

VIII. APPEL FARM LIAISON REPORT

Some good news: Appel Farm received a grant from Cognizant U.S. to create a drone program to be incorporated into its STEAM program. There will be public event on June 5. The program is open to C3 families.

Regarding Facilities:renovations were completed to the cafeteria HVAC. There will be some equipment needs. The Health Center being renovated.

Appel Farm has been supporting efforts to onboard new C3 families who will entering the school in the fall.

Appel Farm has established a new partnership with Meals on Wheels. The collaboration starts at the end of March. The program will create opportunities for service learning, agricultural science, and the launch of a culinary arts program.

IX. NETWORK REPORT

Reminder to complete and submit Board Ethics Disclosure forms.

Additional consideration is needed for future standardized testing. A presentation will be provided at the next meeting (Note: add to agenda)

The Network is completing a Charter School Expansion grant application on behalf of C3. The program is funded by the Federal Charter School Program and is administered by the New Jersey Public Charter Schools Association. The grant is due on March 31.

It is recommended that the Board approve the submission of the grant application in advance, due to the deadline coming before the next meeting

Moved: Robert Cimprich
Seconded: Claire Riggs
Approved unanimously.

X. RECESS INTO EXECUTIVE SESSION

Executive session not required.

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XI. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XII. ADJOURNMENT

Motion to Adjourn: Daniel Rowan
Seconded Robert Cimprich
Approved unanimously.