

**I.**

- A. **CALL TO ORDER – @ 6:05 PM - Open Public Meetings Act:** The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of, and to attend meetings of, public bodies at which any Business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Philip’s Academy Charter School of Paterson Board of Trustees has caused notice of this meeting to be advertised by having the date, time and place thereof duly posted.
  
- B. **MISSION:** We will provide a moral and rigorous education to a diverse student body, accomplished in a hands-on, technology infused educational environment that embraces differentiated instruction and individual attention that will allow our students to attend college, while developing a commitment to global citizenship, environmental sustainability, and personal virtue.

**II. ROLL CALL**

The following individuals are voting members of the Board:

Board Member	Term Expires	Present	Absent	AAS/LME
Altisha Byrd (President)	June 2023	X		
Alexis Gibson (Vice-President)	June 2023	X		
Isaias Flowers (Trustee)	June 2024	X		
Timothy Graham (Trustee)	June 2024	X		
Michael Pages (Trustee)	June 2024		X	
Donald Taylor (Trustee)	June 2024	X		
Jeff White (Trustee)	June 2024	X		
Khadijah King (Trustee)	February 2025	X		

Non-Voting Board Members Present	
Dr. Dwayne Davis (Chief Executive Officer) X	Joshua Solow (School Business Administrator & Secretary) X
Regina Lauricella (Chief Academic Officer) X	

**III. PUBLIC COMMENT - None**

Members of the public wishing to address the Board of Trustees must state their name and are requested to limit their comments to three minutes. Please be aware that all Charter School employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. Each member of the public will be given one opportunity to address the Board.

**IV. AGENDAS & APPOINTMENTS**

**A. APPROVAL OF AGENDA**

- 1. Resolved that the Board approves the regular meeting agenda for the **July 24, 2023** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

**B. BOARD APPOINTMENTS & RESIGNATIONS**

1. To appoint **Altisha Byrd**, by election, as a voting member of the Philip’s Academy Charter School of Paterson's Board of Trustees for a two-year term with a beginning date of 7/1/2023 and ending date of 6/30/2025.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd				X		Michael Pages					X
Alexis Gibson	1 <sup>st</sup>	X				Donald Taylor		X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King	2 <sup>nd</sup>	X			

2. To appoint **Alexis Gibson**, by election, as a voting member of the Philip’s Academy Charter School of Paterson's Board of Trustees for a two-year term with a beginning date of 7/1/2023 and ending date of 6/30/2025.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson				X		Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King	2 <sup>nd</sup>	X			

3. To appoint **Altisha Byrd** by election as the **Board Chair** of the Philip’s Academy Charter School of Paterson’s Board of Trustees for the 2023-2024 school year with a beginning date of 7/1/2023 and ending 6/30/2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd				X		Michael Pages					X
Alexis Gibson	1 <sup>st</sup>	X				Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

4. To appoint **Alexis Gibson** by election as the **Board Vice Chair** of the Philip’s Academy Charter School of Paterson’s Board of Trustees for the 2023-2024 school year with a beginning date of 7/1/2023 and ending 6/30/2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson				X		Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham	1 <sup>st</sup>	X				Khadijah King		X			

5. To appoint **Dr. Jeff White** by election as the **Program and Accountability Committee Chair** of the Philip’s Academy Charter School of Paterson’s Board of Trustees for the 2023-2024 school year with a beginning date of 7/1/2023 and ending 6/30/2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	1 <sup>st</sup>	X				Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White				X	
Timothy Graham		X				Khadijah King		X			

6. To appoint **Timothy Graham** by election as the **Finance Committee Chair** of the Philip’s Academy Charter School of Paterson’s Board of Trustees for the 2023-2024 school year with a beginning date of 7/1/2023 and ending 6/30/2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
----------------	--------	-----	----	---------	--------	----------------	--------	-----	----	---------	--------

Altisha Byrd		X				Michael Pages						X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor	1 <sup>st</sup>	X				
Isaias Flowers		X				Jeff White		X				
Timothy Graham				X		Khadijah King		X				

7. To appoint **Donald Taylor** by election as the **Facility Committee Chair** of the Philip’s Academy Charter School of Paterson’s Board of Trustees for the 2023-2024 school year with a beginning date of 7/1/2023 and ending 6/30/2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor				X	
Isaias Flowers		X				Jeff White		X			
Timothy Graham	1 <sup>st</sup>	X				Khadijah King		X			

8. To appoint **Altisha Byrd** by election as the **Governance Committee Chair** of the Philip’s Academy Charter School of Paterson’s Board of Trustees for the 2023-2024 school year with a beginning date of 7/1/2023 and ending 6/30/2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd				X		Michael Pages					X
Alexis Gibson	1 <sup>st</sup>	X				Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

9. To appoint **Alexis Gibson** by election as the **Governance Committee Vice Chair** of the Philip’s Academy Charter School of Paterson’s Board of Trustees for the 2023-2024 school year with a beginning date of 7/1/2023 and ending 6/30/2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson				X		Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham	2 <sup>nd</sup>	X				Khadijah King		X			

C. Whereas, the following items are considered non-controversial with the Board. Therefore, the following appointments, resolutions, authorizations, and/or approvals will be voted on as one motion, for the period from the date specified in this Reorganization meeting through the date of the next Reorganization Meeting. [See attachment IV-C.](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	1 <sup>st</sup>	X				Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

D. WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of "Professional Services": without competitive bids be adopted:  
 WHEREAS, the services provided by all vendors within this resolution are Professional Services (N.J.S.A. 18A:18A-5). Therefore, the following appointments, resolutions, authorizations, and/or approvals will be voted on as one motion, for the period from the date of this Organization Meeting through the date of the next Reorganization Meeting.

BE IT RESOLVED, upon the recommendation of the School Business Administrator and School Management Organization, that the following appointments, contracts, and services be approved for the 2023-2024 school year.

BE IT RESOLVED that the School Business Administrator and Designees of the School Management Organization is hereby authorized to perform any and all such acts, including execution of any and all contracts, documents and certificates, as such officers shall deem necessary or advisable, to carry or the purposes and intent of the subsequent resolutions. [See document IV-D](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

**E. APPROVAL OF MINUTES**

- Resolved that the Board approve the regular session minutes from the **June 26, 2023** meeting. [See document IV-E-1](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

**V. SCHOOL UPDATES**

- [School Data Update](#): **Dr. Dwayne Davis**
  - Enrollment & Student Demographic Data
  - Attendance & Other Metrics
- Pandemic Response Team: **Dr. Dwayne Davis**
  - No Updates
- Program Update: **Regina Lauricella**
  - [Program update](#)
- Talent Updates: **Dr. Dwayne Davis**
  - [Talent Tracking](#)
    - FY23-24 Priorities: **1) Staff retention 2) Talent Acquisition 3) Student Representation**
  - 112 (+12) positions budgeted for SY23-24
    - 99 (88%) Identified
    - 93 (85%) Filled

**VI. COMMITTEE UPDATES**

- Governance Committee Update: **Altisha Byrd & Dr. Dwayne Davis**
  - Review 23-24 reorganization plan
  - Ms. King to join Program and Accountability Committee
  - General School Updates (Enrollment, Summer Programming, Hiring Trends)
- Finance Committee Update: **Tim Graham, Dr. Dwayne Davis, & Joshua Solow**
  - [Monthly financials were discussed](#)
  - [June SY23 Budget-to-Actual](#) cash flow is positive with sustained cash balance
    - Expecting to add 570K+ to fund balance this year
- Program & Accountability Committee Update: **Dr. Jeff White & Dr. Dwayne Davis**

1. Reviewed Summer School Progress
  2. Reviewed upcoming professional developments (Leadership & Staff)
- D. Facility Committee Update: Don Taylor & Dr. Dwayne Davis**
1. Madison construction progress
    - a) Continues progressing well (outside sheathing)
    - b) Project remains on budget
    - c) Cost for courtyard, play area, and rooftop garden are focus areas

**VII. MOTION TO ADJOURN REGULAR SESSION AND ENTER EXECUTIVE SESSION - @ 7:01 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

- Contracts and upcoming purchases discussed.
- Staffing updates.

**VIII. MOTION TO ADJOURN EXECUTIVE SESSION AND ENTER REGULAR SESSION - @ 7:18 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor		X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham	1 <sup>st</sup>	X				Khadijah King		X			

**IX. MOTIONS FOR APPROVAL**

**A. Finance**

1. To approve the Board Secretary’s Report and Bank Reconciliation Report for **June 2023 - Preliminary** as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the Philip’s Academy Charter School of Paterson Board of Trustees acknowledges receipt of the secretary’s certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of **June 2023**, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year. Approve Board Secretary Report ending **June 2023**. See document [IX-A-1](#), and [IX-A-1](#).
2. Bills List:
  - a) To approve bills list for the period **June 26, 2023 - June 30, 2023**. See document [IX-A-2](#)
  - b) To approve bills list for the period **July 1, 2023 - July 24, 2023**. See document [IX-A-2](#)
3. Transfers: To approve transfers for the period **June 1, 2023 - June 30, 2023**. See document [IX-A-3](#)
4. To approve the following payrolls:

Payroll Date	Total Expense	Comment
06/30/2023	\$341,488.25	Regular salary expense for 10 & 12-month employees.
07/15/2023	\$88,649.65	Regular salary expense for 10 & 12-month employees.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
----------------	--------	-----	----	---------	--------	----------------	--------	-----	----	---------	--------

Altisha Byrd		X			Michael Pages					X
Alexis Gibson		X			Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X			Jeff White		X			
Timothy Graham	1 <sup>st</sup>	X			Khadijah King		X			

**B. Contract Services**

1. To approve the recommendation to contract with **PartyCenter** to procure a **Conventional Oven (Rental)** for Spruce St. for an approximate period of six months. The cost shall not exceed **\$6,210.00**. This will be funded by general funds. [See attachment IX-B-1](#)
2. To approve the recommendation to contract with **MAP Restaurant Supplies** to procure **Kitchen Equipment** for Spruce St. and future Madison Ave facility. The cost shall not exceed **\$12,100.45**. This will be funded by restricted facility funds. [See attachment IX-B-2](#)
3. To approve the recommendation to contract with **CDW-G** to procure **Classroom Multi-Touch Display Screens for Instruction** at Spruce St. and future Madison Ave facility. The cost shall not exceed **\$28,355**. This will be funded by CSP Funds. [See attachment IX-B-3](#)
4. To approve the recommendation to contract with **Discovery Education** to procure **Social Studies Instructional Materials**. The cost shall not exceed **\$4,000**. This will be funded by general Funds. [See attachment IX-B-4](#)
5. To approve the recommendation to contract with **CDW-G** to procure **Network Appliance (Layer 3 Switch)** for Spruce St. to complete internal network connections. The cost shall not exceed **\$6,687.07**. This will be funded by CSP Funds. [See attachment IX-B-5](#)
6. To approve the recommendation to contract with **Rosetta Stone** to procure **Spanish Digital Instructional Materials and Services**. The cost shall not exceed **\$10,595.00**. This will be funded by CSP Funds. [See attachment IX-B-6](#)
7. To approve the recommendation to contract with **IT Secure Systems** to procure **Network Security Service Renewal (Firewall Security)**. The cost shall not exceed **\$4,896.00**. This will be funded by CSP Funds. [See attachment IX-B-7](#)
8. To approve the recommendation to contract with **Prestige Education Consultants** to procure **Independent Child Study Evaluations and Related Services**. The cost shall not exceed **\$6,000** for the 2023-2024 School Year. This will be funded by IDEA and General Funds. [See attachment IX-B-8](#)
9. To approve the recommendation to join **Passaic County Association of Special Services Administrators** for the 2023-2024 School Year. The cost shall not exceed \$100. This will be funded by General Funds. [See attachment IX-B-9](#)
10. To approve the recommendation to contract with **The Center of Supportive School** to implement Evidence-Based **Peer Group Connection Middle School Program**. The cost shall not exceed **\$60,00.00**. This will be funded by CSP Funds. [See attachment IX-B-10](#)
11. To approve the recommendation to join **The New Jersey Public Charter School Association** for the 2023-2024 School Year. The cost shall not exceed **\$14,625.00**. This will be funded by General Funds. [See attachment IX-B-11](#)
12. To approve the recommendation to contract with **Beacon Protection** to provided **Security System Services** at Spruce St. and Madison St. facilities. The cost shall not exceed **\$2,200.00**. This will be funded by CSP Funds. [See attachment IX-B-12](#)
13. To approve the recommendation to contract with **CDW-G**. to procure **Classroom Technology (Headsets)**. The cost shall not exceed **\$1,705.00**. This will be funded by CSP funds. [See attachment IX-B-13](#)
14. To approve the recommendation to contract with **CDW-G**. to procure **IT Supplies**. The cost shall not exceed **\$1,759.49**. This will be funded by general funds. [See attachment IX-B-14](#)

15. To approve the recommendation to contract with **Tynker** to procure **Digital Reading Instructional Materials and Services**. The cost shall not exceed **\$3,600.00**. This will be funded by CSP Funds. [See attachment IX-B-15](#)
16. To approve the recommendation to contract with **Great Minds** to procure **Eureka Math Squared Learn & Digital Bundles Grades K-2**. The cost shall not exceed **\$11,934.63** . This will be funded by general Funds. [See attachment IX-B-16](#)
17. To approve the recommendation to contract with **Vista** to procure **ESL Books**. The cost shall not exceed **\$4,391.73** . This will be funded by general Funds. [See attachment IX-B-17](#)
18. To approve the recommendation to contract with **FishTank** to procure **ELA Curriculum Material Grade K-7**. The cost shall not exceed **\$4,000.00** . This will be funded by general Funds. [See attachment IX-B-18](#)
19. To approve the recommendation to contract with **CDW-G** to procure **Network Wireless Control Service Renewal**. The cost shall not exceed **\$1,380.00**. This will be funded by CSP Funds. [See attachment IX-B-19](#)
20. To approve the recommendation to contract with **Amplify** to procure **CKLA Skills Workbook**. The cost shall not exceed **\$5,529.60**. This will be funded by general Funds. [See attachment IX-B-20](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

### C. Buildings & Grounds

1. To approve the update contract service with **LVegaProServices** to provide **general facility update services** at 59 Spruce St. during the summer of the 2023-2024 school year. Six additional bathrooms were added to the scope of work. The cost shall not exceed **\$72,400**. This will be funded by general funds. [See attachment IX-C-1](#)
2. To approve the recommendation to contract with **Gaeta Recycling Co., Inc.** to procure **Garbage and Recycling Disposal Services** for Spruce St and Madison St. facility. The cost shall be a minimum of **\$9,926.1** to **\$13,234.8**. This will be funded by general funds. [See attachment IX-C-2](#)
3. To approve the recommendation to contract with **Hertz Furniture.** to procure **Classroom Furniture** for Spruce St and Madison St. facility. The cost shall not exceed **\$41,670.74**. This will be funded by general funds. [See attachment IX-C-3](#)
4. To approve the update contract service with **Advance County Locksmith** to provide **Lock replacement and key duplication services** at 59 Spruce St. and Madison St. The cost shall not exceed **\$810.00**. This will be funded by general funds. [See attachment IX-C-4](#)
5. To approve the recommendation to contract with **Hertz Furniture.** to procure **Classroom Furniture** for Madison St. facility. The cost shall not exceed **\$10,594.40**. This will be funded by general funds. [See attachment IX-C-5](#)
6. To approve the recommendation to contract with **Air Group.** to procure **Monthly HVAC Maintenance Services** for State St during the 2023-2024 school year. The cost shall not exceed **\$2,988.00**. This will be funded by general funds. [See attachment IX-C-6](#)
7. To approve the recommendation to contract with **IKON Business Group.** to procure **Security Camera Devices and Services** for Spruce St.. The cost shall not exceed **\$17,680.00**. This will be funded by CSP funds. [See attachment IX-C-7](#)

8. To approve the recommendation to contract with Visiplex, Inc. to procure **Intercom Devices** for Madison St. The cost shall not exceed **\$5,580.00**. This will be funded by general funds. [See attachment IX-C-8](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	2 <sup>nd</sup>	X				Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

**D. Personnel**

1. To approve the following job descriptions [See attachment](#) & [See attachment](#)
- Culture Coordinator
  - Culture Associate
  - School Culture Aide

2. To approve the following new hires and contracts: [See attachment IX-D-1](#)

Name (Resume)	Position (Job Desc)	Salary (Pro-rate)	Term (Contract)	Effective Date
Annery Ramirez	Teacher Associate	\$45,000.00	10	8/17/2023
Asia Stewart	Teacher Associate	\$45,000.00	10	8/17/2023
Erin Kemp	Teacher Associate	\$45,000.00	10	8/17/2023
Marlan Cameron	School Culture Aide	\$45,000.00	10	8/17/2023
Crystal Santiago	Science Teacher	\$70,000.00	10	8/17/2023

3. To approve the following stipends/Bonus:
- Summer School Teachers, \$250 daily rate, 6/27/23-8/3/23  
(1) Alexander Sheetz
  - Marj Kush**, Referral Bonus for referring Jonathan Rodriguez, School Security, Total **\$500** paid in two installments; 1st installment after 30 days of referral's hire and 2nd installment after 60 days of referral's hire.

4. To approve the following adjusted contract for the 2023-2024 school year. [See attachment IX-D-3](#)

Name (Resume)	Position (Job Desc)	Salary (Pro-rate)	Re-signed Bonus	Term (Contract)	Effective Date
Colleen Campanaro	Special Education Teacher	\$62,500.00	\$1,000.00	10	8/17/2023
Tiffany Hamilton	Teacher Associate	\$45,000.00	\$2,000.00	10	8/17/2023
Bruce Falconi	School Culture Aide	\$48,000.00	\$1,000.00	10	8/17/2023



Julissa Espino	Health & Physical Education Teacher Associate	\$60,000.00	\$1,000	10	8/17/2023
Lakeya Washington	Special Project Coordinator - Procurement	Hourly (\$35.26)	\$750	Hourly	7/16/2023

5. To approve the recommendation to reimburse **Kamilah Heartwell, Principal** in the amount of **\$110.93** for reimbursable expenses incurred 5th Grade Graduation Ceremony. [See attachment IX-D-6](#)
6. To approve the following leave of absence
  - a) Ashley Claudio, Special Projects Coordinator - Engagement, **8/15/23 to 12/15/23** (FMLA & FLI - Maternity Leave)
7. To approve the following tuition reimbursement
  - a) Jonathan Rothman **\$1,500.00** to be paid via agency check. [See attachment IX-D-6](#)
8. To approve **Ms. Julissa Espino** to complete observation hours, under the supervision of a lead teacher, during Summer School at State. St. There is no cost associated with this.
9. To approve the recommendation to reimburse **Gina Berry, Managing Director of Business and Operations** in the amount of **\$208.45** for reimbursable expenses incurred during Field Day. [See attachment IX-D-9](#)
10. To approve the recommendation to reimburse **Dr. Dwayne Davis, CEO** in the amount of **\$701.96** for reimbursable expenses incurred to move from Oliver to Madison St. and Spruce St.. [See attachment IX-D-9](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson		X				Donald Taylor	1 <sup>st</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham	2 <sup>nd</sup>	X				Khadijah King		X			

**E. Curriculum & Special Services**

1. To approve the following educational student trips

Date	Description	Cost (Not to Exceed)

2. To approve the following staff professional travel activities

Date	Description	Cost (Not to Exceed)
07/31/2023	To approve <b>Maria Picone</b> to attend the TCRWP Virtual Institute-Rebalancing Balanced Literacy Grades K-2. The cost shall not exceed \$850	\$850.00
08/21/2023 - 08/24/2023	To approve <b>Vanessa Diaz, Elleen Turgott, and Cynthia Rae</b> to attend training by The Center of Supportive School	\$1,500.00

	to implement the research-based Peer Group Connect Middle School Program. The training is located in Princeton, NJ. Cost associated with this trip will include registration and meals. Cost shall not exceed \$500.00 per attendee.	
07/26/2023	To approve the travel of <b>11</b> Program Leaders to participate in a Leadership Lunch and Team Building Activity. Team members will travel to topgolf outing. Cost associated with this trip will include entry fee and meals. Cost shall not exceed \$200.00 per attendee.	\$2,200.00
07/26/2023 - 07/27/2023	To approve <b>Noel Johnson, Bruce Falconi, Marquese Morrero, and Marlan Cameron</b> to attend the nurtured heart training on July 26 and July 27, 2023. Training is virtual. There is no cost associated with this training. <a href="#">See attachment IX-E-2</a>	\$0
07/25/2023 - 07/28/2023	To approve <b>10 staff</b> to attend the Responsive Classroom PD on July 25- July 28, 2023. Cost includes registration at \$859 per attendee. CSP will be used to fund this expense. <a href="#">See attachment IX-E-2</a>	\$8,590.00

**3. To approve the following HIB incident reports:**

**a) May 2023**

Site	# code of conduct	# possible HIB	# unfounded	# founded
State	14	0	0	0
Oliver	67	0	0	0
<b>All</b>	<b>81</b>	<b>0</b>	<b>0</b>	<b>0</b>

**b) June 2023**

Site	# code of conduct	# possible HIB	# unfounded	# founded
State	0	0	0	0
Oliver	46	1	1	0
<b>All</b>	<b>46</b>	<b>1</b>	<b>1</b>	<b>0</b>

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	1 <sup>st</sup>	X				Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

**F. Policy | Governance | Operations | Miscellaneous**

- To appoint **Reyna Nuesi, Manager of Human Resource and Personnel** as the Affirmative Action Officer for the 2023-2024 school year.

2. To approve the Comprehensive Equity Plan Submission and Comprehensive Equity Statement of Assurance. [See attachment IX-F-1](#)
3. To approve the appointment of Scott Loeffler as the fiscal auditor for the 2023-2024 school year.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson	1 <sup>st</sup>	X				Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham		X				Khadijah King		X			

**X. NEW BUSINESS**

A.

**XI. OLD BUSINESS**

A.

**XII. MOTION TO ADJOURN - @ 7:27 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Michael Pages					X
Alexis Gibson		X				Donald Taylor	2 <sup>nd</sup>	X			
Isaias Flowers		X				Jeff White		X			
Timothy Graham	1 <sup>st</sup>	X				Khadijah King		X			

Respectfully submitted at: 9:30 AM, July 25, 2023

Submitted by: Joshua Solow, School Business Administrator/Board Secretary