

- I. **Call to Order by Board Secretary – 6:05 pm**
- II. **Public Notice of Meeting/NJ Sunshine Law**

This meeting is being held in compliance with the Open Public Meetings Act and is open to the public. Notices were duly posted. Formal action will be taken.

III. **Roll Call**

Voting Members	Role	Term	Present	Absent	LA/ED
Madelka Osiecki	President		X		
Cary D. Caraballo	Trustee		X		
Timothy J. Graham	Trustee		X		
Julie Macleod	Trustee		X		
Nelson Rodriguez Jr.	Trustee			X	
Dina Runcie	Trustee		X		
Altisha Byrd	Trustee		X		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Regina Lauricella	Principal	X		
Michael Falkowski	School Business Administrator	X		
Yeneida Colon	Operations	X		

IV. **Acceptance of Meeting Agenda**

To approve the agenda for the **March 23, 2021** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	2 nd	X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie	1 st	X			
Timothy J. Graham		X				Madelka Osiecki		X			
Julie Macleod		X									

V. **Acceptance of Meeting Minutes**

To accept the minutes from the **February 23, 2021** regular Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 st	X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham		X				Madelka Osiecki		X			
Julie Macleod	2 nd	X									

To accept the minutes from the **February 25, 2021** Executive Session Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 st	X				Nelson Rodriguez Jr.					X
Cary D. Caraballo	2 nd	X				Dina Runcie		X			
Timothy J. Graham		X				Madelka Osiecki		X			
Julie Macleod		X									

VI. Updates

1. Enrollment/Student Recruitment
2. Finance Committee
3. Board Governance Update
4. Facilities Committee
5. Pandemic Response Team
6. Principal’s Report

VII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **February 2021**, as per the attached. Pursuant to N.J.A.C. 6A:232.11(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 **February 2021**, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- b. Transfers: Approve transfers up to February 28, 2021.
- c. Bills List: To approve the Bills/Check List from February 24, 2021 to March 23, 2021.
- d. To approve the following payrolls:
 - a. February 15, 2021 - \$ 126,434.76
 - b. February 26, 2021 - \$ 125,542.51
- e. Budget: To approve the FY22 Budget for submittal to the NJDOE.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Nelson Rodriguez Jr.					X
Cary D. Caraballo	2 nd	X				Dina Runcie	1 st	X			
Timothy J. Graham		X				Madelka Osiecki		X			
Julie Macleod		X									

2. Buildings & Grounds

- a. To approve Building Hope to seek **zoning approval** for the use of **Temporary Classrooms** on school property with the cost not to exceed \$20,000.
- b. To approve the **HVAC project** through Building Hope not to exceed \$43,999.99, with the approval of the facilities committee prior to executing the contract.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham		X				Madelka Osiecki	2 nd	X			
Julie Macleod	1 st	X									

3. Personnel

- a. In recognition of the additional work during the COVID Pandemic, the Board of Trustees approves the closure of the school for spring break from April 5 to April 9, 2021 with no use of vacation time required.
- b. To approve a **staffing finder’s fee** of \$200 if a recommendation becomes a hire and is employed for at least 6-months.
- c. To approve the hourly rate for **Tiffany Hamilton** from \$13 to \$15/hr.
- d. To approve **Timothy Bryant** from a PT to FT employee starting April 12, 2021, with yearly salary of \$65,000 (formerly \$32,500 at 20-hrs).
- e. To approve a March 31st professional development for Social Emotional Learning (SEL) / Trauma Informed Teaching at a cost of \$300.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	2 nd	X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham		X				Madelka Osiecki	1 st	X			
Julie Macleod		X									

4. Contracts

- a. To approve the **Northern Regional Educational Services Commission** Contract for Psychological, Academic, Occupational, Speech and Language Evaluations at a rate of \$375 per evaluation for a minimum of 20 evaluations for the 2021-2022 school year.
- b. To approve **NEST Educational Wellness** to provide 20 hrs to GRADES 3 and 4, for Classroom observations; Instructional coaching with teaching staff; communication and planning with administrative staff; professional development (integrating technology to maximize remote learning with Nearpod, virtual manipulatives & Google Workspace/extensions); creating collaborative unit plans with Fishtank (Thinking Through a Lesson Protocol); planning not to exceed \$2,000.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie	2 nd	X			
Timothy J. Graham		X				Madelka Osiecki		X			
Julie Macleod	1 st	X									

5. Policy/Miscellaneous

- a. To approve the Uniform State Memorandum of Agreement Between Education (**MOU**) and Law Enforcement Officials.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie	1 st	X			
Timothy J. Graham	2 nd	X				Madelka Osiecki		X			
Julie Macleod		X									

VIII. Public Comment – NONE

IX. New Business - NONE

X. Important Dates - Next board meeting – Tuesday, April 27, 2021 at 6:00 PM

XI. Adjourn Public Session and Executive Session – 6:33pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	2 nd	X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham		X				Madelka Osiecki	1 st	X			
Julie Macleod		X									

Board adjourns to closed session to discuss future facility locations and options.

XII. Adjourn Executive Session and Open Public Session – 6:57 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham	2 nd	X				Madelka Osiecki	1 st	X			
Julie Macleod		X									

XIII. Adjournment – 6:58 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 st	X				Nelson Rodriguez Jr.					X
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham	2 nd	X				Madelka Osiecki		X			
Julie Macleod		X									