



Board of Trustees

Meeting Minutes

January 16, 2020

Table of Contents

Motion 011620-1	Motion to approve today's agenda
Motion 011620-2	Motion to approve the minutes from December 12, 2019
Motion 011620-4	Motion to approve bills list (<i>with discussed changes</i>)
Motion 011620-5	Motion to approve job fairs
Motion 011620-6	Motion to approve IEP meeting attendance service agreement
Motion 011620-7	Motion to approve hiring of leave replacement teacher
Motion 011620-8	Motion to approve amendment to Clarity Benefit Solutions Service Agreement
Motion 011620-9	Motion to enter executive session
Motion 011620-10	Motion to exit executive session
Motion 011620-11	Motion to adjourn



Board of Trustees

Meeting Minutes

January 16, 2020

Call to Order, Open Public Meeting Act Notice

Time and Place: 6:06 pm - PACS Paterson, 47 State Street, Paterson, NJ

Roll Call

Name	Title	Voting/Non-Voting	Present	Absent	Late Arrival
Madelka Osiecki	Board President	Voting	X		
Hector Jimenez	Board Vice President	Voting		X	
Catherine Ventura	Board Secretary	Voting	X		
Timothy J. Graham	Trustee	Voting	X		
Cary D. Caraballo	Trustee	Voting	X		
Dina Runcie	Trustee	Voting	X		
Regina Lauricella	Principal	Non-Voting	X		

Also noted present:

- Valerie Corner, School Business Administrator
- Marcy Bostwick, PEP Interim Executive Director

Motion to approve today's agenda: APPROVED

Moved:	Catherine Ventura
Seconded:	Madelka Osiecki

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Motion to approve the minutes from December 12, 2019: APPROVED

Moved:	Catherine Ventura
Seconded:	Madelka Osiecki

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X

Dina Runcie	X
-------------	---

**Secretary's Report and Bills List removed from Consent Agenda for further review due to discrepancy; once reviewed by Finance Committee, it will be sent out to the board via email and approved by email vote.*

- *Job Fairs Approval Resolution moved out of Consent Agenda to Resolutions*

School Matters: Enrollment Presentation

- Facilitation of presentations underway and recruitment is going well
- An obstacle: difficult to get into some schools to facilitate presentations
- Suggestion: space to advertise more and obtain marketing materials for tabling purposes and distribution

Principal's Report: Regina Lauricella

- Reached out to other Charter schools regarding lack of school physician; working on finding a solution
- *see attached document provided at board meeting*
- Discussion on benefits of using E-Rate moving forward
- Compliance: Submission of SSDS Report

Finance Committee: Dina Runcie

- Kathy Mone joined the last call to review monthly report and explain fund balance
- Secretary's Report and Bills List not to be approved tonight and will be reviewed further by Finance Committee
- Another point of discussion was budgeting; year projected to end well and according to budget

HR Committee: Madelka Osiecki

- Had a meeting to review policies that were missing from our overall manual
- All policies received from NJSBA Review of health check
- Another point of discussion to be revisited is Regina's mid-year review for February
- Looking to update employee manual for it to be a usable guide and reflective of policy manual changes

Finance Committee: Catherine Ventura

- To be added to facilities committee: Regina Lauricella and Cary Caraballo
- First call took place in January and next meeting will take place Thursday, Feb 13 at 5:00pm onsite
- Urgent to begin looking at temporary solution; cohort sizes will surpass classroom space in a year and half or so
- Need to develop a task force to review best case and worst-case scenarios and plans to move forward depending on different scenarios.

PEP Update: Marcy Bostwick

- *handout provided during meeting*
- RBC Bond requesting PEP signatures; Finance Committee to review this

RESOLUTIONS:

Motion to approve the bills list with the discussed changes: APPROVED

**Pulling 3 checks (2107, 2108, 2109) for review and reviewing rent payment statements*

Moved:	Catherine Ventura
Seconded:	Madelka Osiecki

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Motion to approve Job Fairs Resolution: APPROVED

Moved:	Madelka Osiecki
Seconded:	Timothy Graham

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Motion to approve IEP Meeting Attendance Service Agreement: APPROVED

Moved:	Catherine Ventura
Seconded:	Dina Runcie

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Motion to approve hiring of substitute as leave replacement teacher: APPROVED

Roll Call Vote

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Motion to approve amendment to Clarity Benefit Solutions Service Agreement: APPROVED

Moved:	Catherine Ventura
Seconded:	Timothy Graham

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Public Comments

- Parent: shared concerns regarding urgency when searching for a facilities solution
 - Paterson is a difficult location when searching for space; our students need a full school setting and not trailers

Motion to enter into executive session: APPROVED

Moved:	Madelka Osiecki
Seconded:	Timothy Graham

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Entered into executive session at 7:30pm

Motion to exit executive session: APPROVED

Moved:	Madelka Osiecki
Seconded:	Dina Runcie

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Exited executive session at 8:17pm

Motion to adjourn: APPROVED

Moved:	Madelka Osiecki
Seconded:	Dina Runcie

Madelka Osiecki	X
Hector Jimenez	
Catherine Ventura	X
Timothy J. Graham	X
Cary D. Caraballo	X
Dina Runcie	X

Meeting adjourned at 8:18pm