

- I. **Call to Order by Board Secretary @ 6:04 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. **Mission and Vision Statement**

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.

IV. **Roll Call**

Voting Members	Role	Term Expires	Present	Absent	LA/ED
Timothy J. Graham	Trustee	June 2024	X		
Altisha Byrd	President	June 2023	X		
Donald Taylor	Trustee	June 2024	X		
Alexis Gibson	Vice-President	June 2023	X		
Dr. Jeff White	Trustee	June 2024	X		
Isais Flowers	Trustee	June 2024		X (Arrived Late)	
Michael Pages	Trustee	June 2024	X		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Regina Lauricella	Chief Academic Officer	X		
Dr. Dwayne Davis	Chief Executive Officer	X		
Josh Solow	School Business Office/Board Secretary	X		
Laura Kohler	Assistant Principal		X	

V. **Board Business**

- a. To establish the Program and Accountability Board Committee effective September 1, 2022.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 ST	X				Donald Taylor		X			
Timothy J. Graham		X				Dr. Jeff White		X			
Alexis Gibson	2 ND	X				Michael Pages		X			
Isais Flowers		X									

- b. To establish the Facility Board Committee effective September 1, 2022.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor	2 ND	X			
Timothy J. Graham		X				Dr. Jeff White	1 ST	X			

Alexis Gibson		X				Michael Pages		X			
Isais Flowers		X									

- c. To appoint **Dr. Jeff White** by election as the **Program and Accountability Board Committee Chair** of the Philip’s Academy Charter School of Paterson Board of Trustees for the 2022-2023 school year with a beginning date of 9/10/2022 (retroactive) and ending 6/30/2023.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 ST	X				Donald Taylor	2 ND	X			
Timothy J. Graham		X				Dr. Jeff White		X			
Alexis Gibson		X				Michael Pages		X			
Isais Flowers		X									

- d. To appoint **Donald Taylor** by election as the **Facility Board Committee Chair** of the Philip’s Academy Charter School of Paterson Board of Trustees for the 2022-2023 school year with a beginning date of 9/10/2022 (retroactive) and ending 6/30/2023.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	2 ND	X				Donald Taylor		X			
Timothy J. Graham		X				Dr. Jeff White	1 ST	X			
Alexis Gibson		X				Michael Pages		X			
Isais Flowers		X									

VI. Acceptance of Meeting Agenda

To approve the agenda for the **September 26, 2022** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor		X			
Timothy J. Graham	2 ND	X				Dr. Jeff White	1 ST	X			
Alexis Gibson		X				Michael Pages		X			
Isais Flowers		X									

VII. Acceptance of Meeting Minutes

To accept the minutes from the **August 15, 2022** regular Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	2 ND	X				Donald Taylor	1 ST	X			
Timothy J. Graham		X				Dr. Jeff White		X			
Alexis Gibson		X				Michael Pages		X			
Isais Flowers		X									

VIII. Updates

1. Enrollment/Student Recruitment – Dr. Davis updated the board on current enrollment.
2. Pandemic Response Team – Dr Davis updated the board on current safety parameters the school has put in place to begin the school year.
3. Chief Academic Officer’s Report – Regina Lauricella led a presentation to the board updating on the start of school, student learning, and current staffing at the school.
4. Program and Accountability Committee – Dr. White discussed talent acquisition & development, as well as the curriculum at the school. Regina Lauricella presented NJSLA data to the board.

5. Facility Board Committee – Updates on where the school is on their new land/building purchase and construction.
6. Finance Committee – Tim Graham updated the board on current financial situation and the closing numbers of FY 2022.
7. Board Governance Update – Dr. Davis updated the board on a number of items the schools leadership is working on.

IX. Public Comment - None

X. Adjourn Public Session & Enter Executive Session @ 7:11 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 ST	X				Donald Taylor		X			
Timothy J. Graham	2 ND	X				Dr. Jeff White		X			
Alexis Gibson		X				Michael Pages		X			
Isais Flowers		X									

- Personnel at the school: new hires & resignations
- Facilities update for new building

XI. Adjourn Executive Session & Enter Public Session @ 7:58 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 ST	X				Donald Taylor		X			
Timothy J. Graham		X				Dr. Jeff White		X			
Alexis Gibson		X				Michael Pages	2 ND	X			
Isais Flowers		X									

XII. Motions for Approval

1. Finance

- a. Board Secretary's and Treasurer's Report: To approve the Secretary's and Treasurer's Reports for **July, August and closing June 2022**, 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 **July, August and closing June 2022**, 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 August 31, 2022.
- c. Bills List: To approve the Bills/Check List for the period August 16, 2022 to September 26, 2022.
- d. To approve the following payrolls:
 - August 30, 2022 – \$ 274,219.07
 - Sept. 15, 2022 – \$ 261,302.96
- e. To approve the recommendation to renew membership with New Jersey Schools Insurance Group North Jersey Educational Insurance Fund Indemnity and Trust Agreement, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 ST	X				Donald Taylor		X			
Timothy J. Graham		X				Dr. Jeff White		X			

Alexis Gibson	2 ND	X				Michael Pages		X			
Isais Flowers		X									

2. Contracts

- a. To approve the recommendation to renew service licenses with **New Jersey Public Charter Schools Association** to provide advocacy support, professional development, and information sharing related to public schools in New Jersey during the 2022-2023 program year. The cost shall not exceed **\$8,942**. This will be funded by general funds. [See attachment.](#)
- b. To approve the recommendation to contract service with **Delta-T Group** to provide Nursing Coverage services at a rate of \$45 during the 2022-2023 school year. The cost shall not exceed **\$60,000**. This will be funded by general funds. [See attachment.](#)
- c. To approve the recommendation to contract service with **Kevin Wright** to conduct the CPI training. The cost shall not exceed **\$500**. This will be funded by general funds and special revenue. [See attachment.](#)
- d. To approve the recommendation to renew the membership with the New Jersey Schools Insurance Group (“NJSIG”) to access insurance coverage and risk management services during the 2022-2023 school year. The cost shall not exceed **\$25,000**. This will be funded by general funds. [See attachment.](#)
- e. To approve the recommendation to renew service licenses with **Northern Region Educational Services Commission** to provide various purchase professional services related to special education, teacher substitute services, nurse substitute services and other educational services during the 2022-2023 program year. The cost shall not exceed **\$150,000**. This will be funded by IDEA, ESSERIII and or general funds. [See attachment.](#)
- f. To approve the recommendation to contract service with **Kamilah Heartwell** to serve as the principal for grades 3-6 and carry out the duties required as per the principal job description beginning **August 30, 2022 and ending September 15, 2022**. The cost shall not exceed **\$5,923**. This will be funded by general funds and special revenue. [See attachment.](#)
- ~~g. To approve the recommendation to lease a biometric scanner to support staff accountability with **Paycom**, at a rate of \$78.21 per clock, total \$3,754.08 per year.~~
- h. To approve the recommendation to contract services with **Rufina Asoluka-Uneze** to serve as a substitute Nurse when the Certified School Nurse or LPN Nurse is absent. Thereby, maintaining students and staff health-related services. Services will be provided at an hourly rate of \$55. The cost shall not exceed \$7,700 (20 Days). This will be funded by general funds. [See attachment.](#)
- i. To approve the recommendation to contract services with St. Michael Archangel Church which will provide up to 35 parking spaces to Oliver Street occupants. The 35 spaces will be provided at a monthly rate of \$2,171 and special event parking outside of normal school days at a daily rate of \$200. The cost is estimated to be \$21,714. This will be funded by general funds. [See attachment.](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 ST	X				Donald Taylor	2 ND	X			
Timothy J. Graham		X				Dr. Jeff White		X			
Alexis Gibson		X				Michael Pages		X			
Isais Flowers		X									

3. Buildings & Grounds

4. Personnel

- a. To approve the following New Hires for FY23:

Candidate	Title	Salary	Term	Start Date
Aleah McWilliams	Teacher Associate	\$45,000	10	8/30/2022
Jonathan Rodriguez	Part Time Operations/Security	\$18/hour	PT	10/10/2022
Julie Audi	Teacher	\$69,000	10	8/29/2022
Siera Sangster	Elementary Teacher	\$68,000	10	8/22/2022

b. To approve the following Contractual Changes for FY23:

Employee	Title	Salary	Term	Effective Date
Evan Okoduwa	Teaching Assistant	\$50,000	10	8/22/2022
Noel Johnson	Dean of Students	\$73,500	12	10/1/2022

c. To approve the following adjusted start dates:

- Kamilah Heartwell – 9/16/2022
- Sharon Loder – 10/1/2022

d. To approve the following **Job Descriptions** as attached:

- Art Teacher Associate
- ESL Teacher Associate
- Operations/Part Time Security Officer
- Physical Education Teacher Associate
- Teacher Associate with Substitute Cert or eligibility to obtain NJ Substitute Cert

e. To approve the following resignations:

- Beau Jadrosich effective 8/15/2022
- Fiorella Medina effective 8/17/2022
- Kevin Wright effective 8/12/2022
- Raymond Wallace effective 8/23/2022
- Tamiqa Giddings effective 10/28/2022

f. To approve Michele Colleti, Special Education Teacher contract start date of 9/5/2022 and contract termination of 10/15/2022.

g. To ratify the following staff to working in the Summer Program:

- Amber Alford
- Annia Brito
- Deborah Vera
- Laura Brown
- Lorena Dominguez
- Patience Rustomji
- Rocio Pena
- Tiffany Hamilton

h. To approve the following Stipends for FY23:

Employee	Stipend Purpose	Amount	Term	Payout
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Vanessa Valentin	TA Duties	\$13975.08 total	FY23	\$665.48/per payroll
Christopher Gwasda	Morning Care	\$1,500 total	FY23	Dec 15 th & June 30 th
Lorena Dominguez	Morning Care	\$1,500 total	FY23	Dec 15 th & June 30 th
Myesha Woodley	Morning Care	\$1,500 total	FY23	Dec 15 th & June 30 th
Olga Aburto	Morning Care	\$1,500 total	FY23	Dec 15 th & June 30 th

- i. To approve the following Employees to receive a total of \$500 in Referral Bonus for FY23, total \$1,500:
 - Bruce Falconi – for Julissa Espino
 - Christopher Gwasda – for Lauren Rhoades
 - Princess Aviles – for Jennifer Hernandez
- j. To approve the Morning Care Substitute Teacher Position for both buildings effective 9/7/2022, not to exceed \$2,700 total.
- k. To approve the recommendation that **Olga Aburto** be promoted to First Grade Teacher once PACSP receives her limited CE Certification.
- l. To approve the recommendation that **Patience Rustomji** be promoted to Art Teacher once PACSP receives her limited CE Certification.
- m. To approve the recommendation that **Vimaldy Perdomo** be promoted to ESL Teacher once PACSP receives her limited CE Certification.
- n. To approve the professional development travel of **Regina Lauricella, CAO**, to attend the 25th Anniversary Charter School Gala on **Wednesday, October 26th at the Hyatt Regency in New Brunswick**. The cost of the registration shall not exceed **\$250**. This will be funded by general funds. [See attachment.](#)
- o. To approve the professional development travel of **Whitney Lluen, Director of Special Education**, to attend the PASSAIC COUNTY ASSOCIATION OF SPECIAL SERVICES ADMINISTRATORS roundtable session during the 2022-2023 program year. Ms. Lluen will be able to build relationships with special service personnel within the county and access professional information to support the special services department. The cost of the registration shall not exceed **\$100**. This will be funded by general funds. [See attachment.](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd						Donald Taylor					
Timothy J. Graham						Dr. Jeff White					
Alexis Gibson						Michael Pages					
Isais Flowers											

5. Curriculum/Special Education

- a. To approve the recommendation to agree with the Boys & Girls’ Club of Paterson to provide extended-day program options for students that support guardians’ schedules and further our students’ experience. There is no cost to the school. [See attachment.](#)
- b. To readopt the Emergency Virtual or Remote Instruction Programs plan for the 2022-2023 school year. [See attachment.](#)
- c. To approve the KG Field Trip to Demarest Farms, October 21st, total cost of trip \$2,486.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor	2 ND	X			
Timothy J. Graham		X				Dr. Jeff White	1 ST	X			
Alexis Gibson		X				Michael Pages					X (Left Early)

Isais Flowers		X								
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6. Policy/Miscellaneous

- a. ~~To accept the X HIB Report: x Incidents (HIB – x, Code of Conduct –x) and approve the X HIB Report: x Incidents (HIB – x, Code of Conduct –x).~~

XIII. Public Comment

XIV. New Business

XV. Important Dates - Next board meeting – Monday, October 24, 2022 at 6:00 PM – in person at 190 Oliver Street location.

XVI. Adjournment @ 8:13 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	2 ND	X				Donald Taylor		X			
Timothy J. Graham		X				Dr. Jeff White	1 ST	X			
Alexis Gibson		X				Michael Pages					X
Isais Flowers		X									