

- I. **Call to Order by Board Secretary: 6:11 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 Expires)	Present	Absent	LA/ED
Madelka Osiecki	President	X		
Cary D. Caraballo	Trustee	X – 6:20		
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		
Karen Valbrun	Interim	X		
Kristina Haugen	School Business Office	X		

IV. **Acceptance of Meeting Agenda**

To approve the agenda for the **January 26, 2021** meeting.

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	1 st	X				Madelka Osiecki	2 nd	X			
Julie Macleod		X									

V. **Acceptance of Meeting Minutes**

To accept the minutes from the **December 15, 2020** regular Board 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									

To accept the minutes from the **December 22, 2020** special 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	2 nd	X				Madelka Osiecki		X			
Julie Macleod		X									

VI. Updates

1. Principal’s Report
 - a. Regina introduced contractor who presented proposal on facilities updates.
 - b. Regina presented January data report.
2. Enrollment/Student Recruitment
3. Finance Committee
4. Board Governance Update
5. Board Training Debrief
6. Facilities Committee

VII. Motions for Approval

1. **Finance**
 - a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **December 2020**, 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 **December 2020**, 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 December 31, 2020.
 - c. Bills List: To approve the Bills/Check List from December 16, 2020 to January 26, 2021.
 - d. To approve the following payrolls:
 - December 15, 2020 - \$124,273.73
 - December 23, 2020 - \$127,889.90

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									

2. Buildings & Grounds - None

3. Personnel

- a. To approve the **Facilities Coordinator** job description.
- b. To approve the **IT Director** job description.
- c. To approve the **School Security Officer** job description.
- d. To approve the following new hires for 2020-2021:

Name	Position	Start Date	10/12 month	Salary

Kevin Chung	IT Director	2/01/2020	12	\$4,000/month
Timothy Bryant	PT Facilities Coordinator	2/01/2020	12	\$32,500/year (20hrs week)
Myesha Woodley-Lamonth	School Aide	2/01/2021	10	\$15/hr (up to 40hrs a week)
Luis Torres	School Security Officer	2/01/2021	12	\$25/hr (up to 40hrs a week)
Bruce Falcony	Substitute	2/01/2021	10	\$115/day
Yeneida Colon	Director of Operations	2/01/2021	12	\$65,000/year

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	1st	X				Madelka Osiecki		X			
Julie Macleod		X									

4. Policy/Miscellaneous

- a. To approve the revised **By-Laws** for the Philip's Academy Charter School to change parent board members from non-voting to voting.

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	1 st	X			
Julie Macleod	2 nd	X									

VIII. Public Comment

Members of the Board thanked Ms. Lauricella and staff for participation in the board data presentation and sharing student firebird exclusive.

IX. New Business - None

X. **Important Dates** - Next board meeting – Tuesday, February 23, 2021 at 6:00 PM

XI. **Adjournment: 8:02 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	2 nd	X				Dina Runcie		X			
Timothy J. Graham		X				Madelka Osiecki	1 st	X			
Julie Macleod		X									