

- I. **Call to Order by Board Secretary - 6:03 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		
Timothy J. Graham	Trustee	X		
Julie Macleod	Trustee	X		
Nelson Rodriguez Jr.	Trustee		X	
Dina Runcie	Trustee	X		
Catherine Ventura	Trustee	X		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Regina Lauricella	Principal	X		
Michael Falkowski	School Business Administrator	X		
Thea Heninger-Lowell	Director of Operations and Enrollment	X		
Sarah Spuhler	School Business Office	X		

IV. **Acceptance of Meeting Agenda**

To approve the agenda for the **May 14, 2020** meeting.

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

V. **Acceptance of Meeting Minutes**

To accept the minutes from the **April 9, 2020** meeting.

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

VI. Updates

1. Home Instruction Update
2. Enrollment

Grade	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Waitlisted 2019-2020
	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	
K	74	76		75	75	75	75	75			141
1	77	79		79	79	79	78	78			10
2	77	78		74	74	75	74	74			10
3	57	58		57	58	58	58	58			21
Total	286	291		285	286	287	285	285			182

3. Principal’s Report
4. Finance Committee
5. Board Governance Update

VII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for April 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 April 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 April 30, 2020.
- c. Bills List: To approve the Bills/Check List from April 10, 2020 to May 14, 2020.
- d. To approve the following payrolls:
 - April 15, 2020 \$ 96,073.05
 - April 30, 2020 \$ 94,209.68
- e. Paycheck Protection Program (PPP): To approve the following Resolution:

Be it Resolved, that the Philip’s Academy Charter School Paterson Board of Trustees desires to apply for and accept a Paycheck Protection Program (PPP) loan offered by United States Small Business Administration (SBA); and

Whereas, the U.S.A. is undergoing a crisis in health care, economics and education due to the Coronavirus Pandemic; and

Whereas, Congress has addressed the current crisis by passing the Coronavirus Aid, Relief and Economic Security Act (CARES Act); and

Whereas, the Philip’s Academy Charter School Paterson is eligible to receive a loan under the rules in effect at the time this application is submitted that have been issued by the Small Business Administration (SBA) implementing the Paycheck Protection Program under Division A, Title I of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (the Paycheck Protection Program Rule); and

Whereas, the CARES Act provides assistance to Non-Profit organizations to alleviate some of the economic stress; and

Whereas, the Board of Trustees feels there is currently economic uncertainty which makes this loan request necessary to support the ongoing operations of the school;

Whereas, examples of economic uncertainty include reduction in State Charter Aid, tax revenue shortfalls from municipalities in this fiscal year 2020, late State Aid Payments beginning in fiscal year 2021, and delayed tax revenue from municipalities during your 2021 fiscal year;

Whereas, New Jersey Charter schools do not have the ability to raise revenues from taxes;

Whereas, the funds will be used to retain workers and maintain payroll or make mortgage interest payments, lease payments, and utility payments as specified under the Paycheck Protection Program Rule; and

Whereas, the Board understands that if the funds are knowingly used for unauthorized purposes, the Federal Government may hold the Board legally liable, such as for charges of fraud; and

Whereas, the Board understands that loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities, and not more than 25% of the forgiven amount may be for non-payroll costs; and

Whereas, during the period beginning on February 15, 2020 and ending on December 31, 2021, the Applicant has not and will not receive another loan under the Paycheck Protection Program; and

Whereas, the Board understands that knowingly making a false statement to obtain a guaranteed loan from SBA is punishable under the law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to \$250,000; under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than \$5,000; and, if submitted to a federally insured institution, under 18 USC 1014 by imprisonment of not more than thirty years and/or a fine of not more than \$1,000,000; and

Whereas, the maturity date is two (2) years from the date of the Note and the interest rate is fixed at 1.00%; and

Whereas, there is no guidance by the State of NJ relating to PPP loans for Charter School and understands the school’s auditing firm may give the school a finding and recommendation for not paying off an unsecured loan prior to June 30, 2020; and

Whereas, the Board President shall sign the PPP loan documents on behalf of the Board and will not be held, in any way, liable for any false certifications; and

Therefore, Be It Resolved, that the Philip’s Academy Charter School Paterson Board of Trustees accepts and approves the PPP loan by lender: Santander in the amount of \$517,440.

- f. To approve the loan repayment to Philips Education Partners in the amount of \$75,000.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Cary D. Caraballo	2	X				Nelson Rodriguez Jr.					X
Timothy J. Graham	1	X				Dina Runcie		X			

Julie Macleod		X				Catherine Ventura		X			
Madelka Osiecki		X									

2. Contracts

3. Buildings & Grounds

4. Personnel

- a. To approve the resignation of Ms. Melody Bioletti, effective June 30, 2020.

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

5. Curriculum/Special Education

6. Policy/Miscellaneous

- a. To approve the Facilities for Kindergarten Classrooms 2020-2021 School Year method of compliance in accordance with N.J.A.C. 6A:26-6.3, as attached.
- b. To approve the 2020-2021 School Calendar.
- c. To approve the Checklist and Preparedness Plan for remote learning for County submission.

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

VIII. Closed Session

IX. Adjourn Closed Session and Reconvene Regular Session

X. New Business

XI. Important Dates - Next board meeting –Thursday, June 11, 2020 at 6:00 PM

XII. Public Comment - Gemelly Caraballo – PACSP parent: commented about the great feedback from the school concerning remote learning, etc.

XIII. Adjournment – 7:11 PM

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