

- I. **Call to Order by Board Secretary – 6:01 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	Present	Absent	LA/ED
Dina Runcie	President	X		
Julie Macleod	Vice-President	X		
Timothy J. Graham	Trustee	X, 6:05 pm	Departed 7:41 pm	
Cary D. Caraballo	Trustee	X		
Altisha Byrd	Trustee	X, 6:04 pm		
Donald Taylor	Trustee	X		

**Also Present**

Non-Voting	Role	Present	Absent	LA/ED
Regina Lauricella	Principal	X		
TJ Best	Interim CEO	X		
Michael Falkowski	School Business Administrator	X		
Yeneida Colon	Operations	X		
Laura Kohler	Assistant Principal	X		

V. **Acceptance of Meeting Agenda**

To approve the agenda for the **September 27, 2021** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd					X	Donald Taylor	1 <sup>st</sup>	X			
Cary D. Caraballo		X				Dina Runcie	2 <sup>nd</sup>	X			
Timothy J. Graham					X	Julie Macleod		X			

VI. **Acceptance of Meeting Minutes**

To accept the minutes from the **August 24, 2021** regular Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd					X	Donald Taylor		X			
Cary D. Caraballo	2 <sup>nd</sup>	X				Dina Runcie	1 <sup>st</sup>	X			
Timothy J. Graham					X	Julie Macleod		X			

**VII. Board Business**

**VIII. Updates**

1. Enrollment/Student Recruitment
2. Finance Committee
3. Board Governance Update
4. Board Meeting Discussion on In-Person Meetings
5. Facilities Committee
6. Pandemic Response Team
7. Principal’s Report
8. Executive Leadership Search (ELS) Committee Update

**IX. Adjourn Public Session and Executive Session – 6:11 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor	1 <sup>st</sup>	X			
Cary D. Caraballo	2 <sup>nd</sup>	X				Dina Runcie		X			
Timothy J. Graham		X				Julie Macleod		X			

Board adjourns to closed session to discuss a litigation matter with a former employee, confidential facility negotiations and personnel matters.

**X. Adjourn Executive Session and Open Public Session – 7:41 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor	2 <sup>nd</sup>	X			
Cary D. Caraballo	1 <sup>st</sup>	X				Dina Runcie		X			
Timothy J. Graham		X				Julie Macleod		X			

**XI. 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 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 **July & August 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 August 31, 2021.
- c. Bills List: To approve the Bills/Check List from August 25, 2021 to September 27, 2021.
- d. To approve the following payrolls:
  - August 30, 2021 - \$ 233,211.87
  - September 15, 2021 - \$ 211,414.18

- September 30, 2021 \$ 218,543.21

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 <sup>st</sup>	X				Donald Taylor		X			
Cary D. Caraballo		X				Dina Runcie	1 <sup>st</sup>	X			
Timothy J. Graham					X	Julie Macleod		X			

## 2. Contracts

- To approve the Promise 54 contract concerning the CEO Search, \$49,993.
- To ratify the Shelly Klein Consulting contract for Literacy Consulting on 8/20 & 8/24, \$1,700.
- To approve the Lexia Learning Systems contract for Literacy Curriculum, \$6,750.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor	1 <sup>st</sup>	X			
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham					X	Julie Macleod	2 <sup>nd</sup>	X			

## 3. Buildings & Grounds

- To approve the contract with ERA Investments LLC to complete the rug removal and installation, \$11,346.
- To approve the contract with Distinctive Voice and Data to complete security services, installation and consultation, \$89,113.40, PEPPM Contract # 528897-284.
- To approve the contract with Distinctive Voice and Data to complete the installation of data lines for phone and intercom work, \$5,856.25.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	2 <sup>nd</sup>	X				Donald Taylor		X			
Cary D. Caraballo		X				Dina Runcie	1 <sup>st</sup>	X			
Timothy J. Graham					X	Julie Macleod		X			

## 4. Personnel

- To approve the Retention Bonus Payout to be moved from the September 15<sup>th</sup> Payroll to the December 15<sup>th</sup> Payroll.
- To approve the following stipend for the Chief Academic Officer, Regina Lauricella for July and August, \$5,000.
- To ratify/approve the following new hires for the 2021-2022 school year:

Name	Position	Start Date	Salary	Months
Theodore Best	Interim CEO	August 31	\$150,000	12
Dominique White	Social Worker	September 8	\$60,000	10
Ivette Otero	FT Security	August 23	\$27.50/hr	12
Annia Brito	Long-Term Sub	September 9	\$40,000	10
Althea Campbell	TA	September 8	\$45,000	10
Patience Rustomji	Art Teacher	August 30	\$60,000	10
Vanessa Valentin	One-on-One Aide	August 31	\$25,000	10
Kimberly Gewertz	KG Teacher	September 20	\$60,000	10
Amber Alford	One-on-One Aide	September 21	\$25,000	10

- To approve the contractual change for Salvatore Olimpio from part-time to full-time 12-month hourly employee, rate \$27.50/hr.

- e. To approve the Security Staff for Overtime work for FY22, not to exceed \$10,000 total for all employees.
- f. To approve the contractual change for Kevin Chung, as of 9/1/2021 on a month to month contract.
- g. To approve the extended unpaid leave for Eileen Towe, return to work date is January 3, 2022.
- h. To approve the job description for Part-Time Office Assistant.
- i. To approve the following employee's resignations:
  - Damarys Deleon, effective September 30, 2021
- j. To approve the following Professional Development courses:
  - Lisa Hallioui – The Reading & Writing Project – *Literacy Coach Institute* \$650
  - Evans Okoduwa, Cariesha Black, Micaela Reininga, Susan Berriche & Imani Bell – Fishtank Learning – *Fishtank ELA Learning Workshop* \$2,250

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor		X			
Cary D. Caraballo		X				Dina Runcie	1 <sup>st</sup>	X			
Timothy J. Graham					X	Julie Macleod	2 <sup>nd</sup>	X			

**5. Curriculum/Special Education**

**6. Policy/Miscellaneous**

- a. To approve the following revisions made to the Board of Trustees Meetings for FY22.

Monday	September 27, 2021	6:00 PM	Regular Meeting
Monday	October 25, 2021	6:00 PM	Regular Meeting, Location: State Street
Monday	November 22, 2021	6:00 PM	Regular Meeting, Location: Oliver Street
Monday	December 20, 2021	6:00 PM	Regular Meeting, Virtual
Monday	January 24, 2022	6:00 PM	Regular Meeting
Monday	February 28, 2022	6:00 PM	Regular Meeting
Monday	March 21, 2022	6:00 PM	Regular Meeting/Budget Meeting
Monday	April 25, 2022	6:00 PM	Regular Meeting/Re-hire Meeting
Monday	May 23, 2022	6:00 PM	Regular Meeting
Monday	June 20, 2022	6:00 PM	Reorganization Meeting

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd		X				Donald Taylor		X			
Cary D. Caraballo	2 <sup>nd</sup>	X				Dina Runcie		X			
Timothy J. Graham					X	Julie Macleod	1 <sup>st</sup>	X			

**XII. Public Comment**

**XIII. New Business**

**XIV. Important Dates - Next board meeting – Monday, October 25, 2021 at 6:00 PM**

**XV. Adjournment – 8:16 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 <sup>st</sup>	X				Donald Taylor	2 <sup>nd</sup>	X			
Cary D. Caraballo		X				Dina Runcie		X			
Timothy J. Graham					X	Julie Macleod		X			