

I. Call to Order by Board Secretary – 6:05 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		
Cary D. Caraballo	Trustee	X, 6:24pm		
Altisha Byrd	Trustee	X		
Donald Taylor	Trustee	X		
Alexis Gibson	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		
Laura Kohler	Assistant Principal	X		

V. Acceptance of Meeting Agenda

To approve the agenda for the **January 19, 2022** meeting.

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

VI. Acceptance of Meeting Minutes

To accept the minutes from the **December 20, 2021** regular Board meeting.

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

VII. Updates

1. Enrollment/Student Recruitment
2. PACS Goals
3. Finance Committee
4. Board Governance Update
5. Facilities Committee
6. Pandemic Response Team
7. Principal's Report
8. Executive Leadership Search (ELS) Committee Update

VIII. Public Comment

Mr. Bruce – Staff member and son attends Philips, very excited about new school to be built, commented about the board turnout of 50+ students. Very positive comments overall.

Sabrina Zatarain – Commented that Philip's is great in supporting further education and asked if Philip's would ever consider tuition reimbursement.

Leona Brown – Commented that Philip's looked at her character when she applied for a job and not her disability. Great support from the school and glad to be a part of the school.

Mr. Bruce – Commented in Spanish.

Stacy Blake – Daughter attends school and made positive comments about the school support her and her kids. Kids do not like remote learning.

Veronica Martinez – Commented in Spanish. Asked about strategy regarding low test scores, implementing awards system such as an honor roll. School will be in touch with Ms. Martinez to explore her ideas.

IX. Adjourn Public Session and Executive Session - 7:17pm

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

Board adjourns to closed session to discuss personnel matters.

X. Adjourn Executive Session and Open Public Session – 8:30 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Altisha Byrd	1 st	X				Julie Macleod		X			
Cary D. Caraballo		X				Dina Runcie	2 nd	X			
Timothy J. Graham		X				Donald Taylor		X			
Alexis Gibson		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 **December 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 **December 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 December 31, 2021.
- c. Bills List: To approve the Bills/Check List from November 24, 2021 to January 19, 2022.
- d. To approve the following payrolls:
 - December 23, 2021 – \$222,030.77
 - January 15, 2022 – \$227,446.99
- e. To approve moving a \$50k donation received on September 13, 2021 to the school’s Capital Reserve account.

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

2. Contracts

- a. To approve the contract with Educate Testing LLC for Bilingual Education Evaluations for FY22.

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

3. Buildings & Grounds

- a. To approve the contract with Jade Landscaping Service for snow removal, etc for FY22.

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

4. Personnel

- a. To approve the following new job descriptions as attached:
 - 1.Chief Academic Officer
 - 2.Principal
 - 3.Director of Student Support Services
 - 4.Dean Intern
- b. To approve the following new hires for the 2021-2022 school year:

Name	Position	Start Date	Salary	Months
Ana Lemus	PT ESL Maternity Leave Teacher	1/20/2022	\$34.00	10
Mekhi Rivers	Dean Internship	TBD	N/A	10

- c. To approve the registration at William Paterson University for the following:
 - 1.March 3, 2022 Career Fair - \$150
 - 2.April 8, 2022 Job Fair - \$125
- d. To approve the Professional Development for *Micaela Reininga & Nicole Slota*; NCTM Regional Conference in New Orleans, LA ; Feb 2-4; Total Cost of Trip \$1577.
- e. To approve the ‘**Referral Bonus Program**’ – referral payout for active staff; paid in two installments totaling \$500 per employee. The first payment of \$250 after the referred employee has worked with PACSP for 3 months under contract; the second payment of \$250 after the referred employee has worked with PACSP for 6 months under contract.

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

5. Curriculum/Special Education

6. Policy/Miscellaneous

XII. Public Comment

XIII. New Business

XIV. Important Dates - Next board meeting – Monday, February 28, 2022 at 6:00 PM

XV. Adjournment – 8:34 pm

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