

- 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		
Altisha Byrd	Trustee	X		
Donald Taylor	Trustee	X		
Alexis Gibson	Tentative 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. **Oath of Office – Alexis Gibson**
- VI. **Acceptance of Meeting Agenda**

To approve the agenda for the **November 22, 2021** meeting.

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

VII. Acceptance of Meeting Minutes

To accept the minutes from the **October 25, 2021** regular Board meeting & **November 11, 2021** special Board Meeting.

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									

VIII. Updates

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

IX. Adjourn Public Session and Executive Session – 7:01pm

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	2 nd	X			
Alexis Gibson		X									

Board adjourned to closed session to discuss a personnel matter.

X. Adjourn Executive Session and Open Public Session – 7:35 pm

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	2 nd	X			
Timothy J. Graham		X				Donald Taylor	1 st	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 **October 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 **October 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 October 31, 2021.
- c. Bills List: To approve the Bills/Check List from October 26, 2021 to November 22, 2021.
- d. To approve the following payrolls:
 - October 30, 2021 – \$203,510.64

- November 15, 2021 – \$216,674.11
- e. To approve the completed Annual Charter School Fiscal Questionnaire 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	2 nd	X			
Timothy J. Graham		X				Donald Taylor	1 st	X			
Alexis Gibson		X									

2. Contracts

- a. To ratify the contract with the Shelly Klein Consulting contract for Literacy Consulting for FY22, totaling \$44,200.
- b. To approve the Student Transportation contract with Aldin Transportation for FY22, not to exceed \$8,580.

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	2 nd	X			
Alexis Gibson		X									

3. Buildings & Grounds

4. Personnel

- a. To approve the following new hires for the 2021-2022 school year:

Name	Position	Start Date	Salary	Months
Roy Butler	IT Support Manager	11/15/2021	\$55,000	12
Ashley Claudio-Campbell	Family & Community Engagement Specialist	11/15/2021	\$52,000	12

- b. To approve the following employee’s resignations:
 - 1.Yeneida Colon, effective November 19, 2021
- c. To approve a \$500 COVID Stipend to all staff to be paid on the November 30, 2021 Payroll.
- d. To approve a stipend for Before-care at \$1,200, effective 11/22/2021 to 6/30/2022, Before-care starting at 7:25 am daily; 2 employees TBD, not to exceed \$2,400 for FY22.
- e. To approve Aftercare coverage 3:45 – 5:00 pm; \$45/day non-certified teacher, \$65/day certified teacher.
- f. To approve the following Coaching Stipends for FY22:
 - 1.Beau Jadrosich – Head Coach - \$1,500
 - 2. Kevin Wright – Assistant Coach - \$1,200

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

5. Curriculum/Special Education

6. Policy/Miscellaneous

XII. Public Comment - NONE

XIII. New Business - NONE

XIV. Important Dates - Next board meeting – Monday, December 20, 2021 at 6:00 PM

XV. Adjournment – 7:41 pm

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