

- I. **Call to Order by Board Secretary – 6:06 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	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		
Noel Johnson	PACS	X		
Sarah Spuhler	School Business Office	X		
Kevin Chung	PACS	X		

V. **Acceptance of Meeting Agenda**

To approve the agenda for the **December 20, 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		X				Dina Runcie	1	X			
Timothy J. Graham		X				Donald Taylor	2	X			
Alexis Gibson		X									

VI. Acceptance of Meeting Minutes

To accept the minutes from the **November 22, 2021** regular Board meeting.

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

VII. 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

VIII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **November 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 **November 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 November 30, 2021.
- c. Bills List: To approve the Bills/Check List from November 23, 2021 to December 20, 2021.
- d. To approve the following payrolls:
 - November 30, 2021 – \$266,210.03
 - December 15, 2021 – \$250,761.10

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

2. Contracts

3. Buildings & Grounds

4. Personnel

- a. To approve the revised CEO job description as attached.
- b. ~~To approve the following new job descriptions as attached:~~
 - ~~1. Principal in Residence~~
 - ~~2. Director of Student Support Services~~
- c. To approve the following new hires for the 2021-2022 school year:

Name	Position	Start Date	Salary	Months
Thea Demarco	PT Office Assistant	11/16/2021	\$15.00	10

- d. To approve the contractual change for Salvatore Olimipio, effective 12/21/2021 from Hourly to Salary, \$48,000.
- e. To approve the contractual change for Erika Arellano, effective 1/1/2022, Director of Operations position, \$65,000.
- f. To approve the contractual change for Hasey Santana, effective 1/1/2022, Assistant Director of Operations, \$52,000.
- g. To approve the following employee’s resignations:
 - 1. Dominique White, effective 1/21/2022
- h. To approve the following Mentor/Mentee Program for FY22, to be paid out in 2 payments on the 1/15/22 & 6/15/22 payrolls.

Mentor	Mentee	Mentee Cert	Fee
Eileen Turgott	Alexander Sheetz	CE	\$1,000.00
Eileen Turgott	Miles Webster	CEAS	\$550.00
Tamiqua Giddings	Imani Bell	CE	\$1,000.00
Tamiqua Giddings	Evans Okoduwa	CEAS	\$550.00
Kristin Hyde	Jaclyn Carnazza	CEAS	\$550.00
Kristin Hyde	Haley Duggan	CEAS	\$265.83
Lauren Taylor	Moises Garcia	CEAS	\$550.00
Rachelle Noel	Saara Hassan	CE	\$1,000.00
Rachelle Noel	Eileen Towey	CEAS	\$284.17
Stephanie Bowers	Layla Ashi	CE	\$433.33
Stephanie Bowers	Princess Aviles	CE	\$300.00

- i. To approve the following Professional Development courses:
 - 1. Moises Garcia – Responsive Classroom - *K-8 Educator, Intro to Responsive Classroom* \$199.
 - 2. Annia Brito – Responsive Classroom - *K-8 Educator, Intro to Responsive Classroom* \$199.
 - 3. Micaela Reninga – Orton Gillingham Training - *Classroom Educator Level* \$1,150.
 - 4. Kevin Wright – NJPSAFE – *Pathway 1* \$650.
 - 5. Noel Johnson – NJPSAFE – *Pathway 1* \$650.

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

5. Curriculum/Special Education

6. Policy/Miscellaneous

- a. To approve the LEA Plan for Safe Return as attached.

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

IX. Public Comment – None

X. Executive Session – 7:25 PM

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

XI. Personnel Discussion

XII. Adjourn Executive Session and Open Public Session – 8:26

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

XIII. New Business - None

XIV. Important Dates - Next board meeting – Monday, January 24, 2022 at 6:00 PM

XV. Adjournment – 8:28 PM

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