

- I. **Call to Order by Board Secretary – 6:04 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 (remote)		
Julie Macleod	Vice-President	X		
Timothy J. Graham	Trustee	X		
Cary D. Caraballo	Trustee	X (remote)		
Altisha Byrd	Trustee	X		
Donald Taylor	Trustee	X		

**Also Present**

Non-Voting	Role	Present	Absent	LA/ED
Regina Lauricella	Principal	X		
TJ Best	Interim CEO	X (remote)		
Michael Falkowski	School Business Administrator	X		
Yeneida Colon	Director of Operations	X (remote)		
Laura Kohler	Assistant Principal	X (remote)		
Leslie Nair	Promise 54	X (remote)		

V. **Acceptance of Meeting Agenda**

To approve the agenda for the **October 25, 2021** meeting.

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

VI. **Acceptance of Meeting Minutes**

To accept the minutes from the **September 27, 2021** regular Board meeting.

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	2 <sup>nd</sup>	X				Dina Runcie		X			
Timothy J. Graham		X				Julie Macleod		X			

**VII. Board Business**

- a. To reappoint Altisha Byrd for a 2<sup>nd</sup> term for 2 years from 11/1/2021 to 10/31/2023.

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		X				Dina Runcie		X			
Timothy J. Graham		X				Julie Macleod	1 <sup>st</sup>	X			

- b. To appoint Alexis Gibson for a one (1) year term from 11/1/2021 to 10/31/2022 as a Parent Representative.

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			

**VIII. Presentation**

1. Building Hope – Leader Dye site building

Comments and questions were addressed regarding the presentation. There were questions regarding lockers, safety bollards, expected construction completion (Sept. 23), flat roofs, no library in the design of the building, perimeter of school being exposed to possibility of graffiti and using materials that can be cleaned easier, how windows will be opened (there will be venting in every room with windows), property will have at least four (4) ways to exit, Special Education rooms are in the design of the building.

**IX. Updates**

1. Enrollment/Student Recruitment – 438 current enrollment, large waiting list
2. Finance Committee – Healthcare plan no change, retention bonuses, healthy balance
3. Board Governance Update – Ms. Macleod gave report - topics were new trustee, CEO search update, Oct 15<sup>th</sup> count submitted to the State, staffing, students sat for State assessments, school goals
4. Facilities Committee – presentation given earlier
5. Pandemic Response Team – Ms. Kohler gave the update - 14 positive cases since start of school in the school’s community, HEPA filters used in the building
6. Principal’s Report - Ms. Lauricella gave the report and presented a slide show.
7. Emergency Virtual/Remote Instruction Plan
8. Executive Leadership Search (ELS) Committee Update – Ms. Macleod gave an update, search firm Promise 54 looking for feedback from stakeholders,

**X. Adjourn Public Session and Executive Session - NONE**

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

**XI. Adjourn Executive Session and Open Public Session**

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

**XII. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **September 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 **September 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 September 30, 2021.
- c. Bills List: To approve the Bills/Check List from September 28, 2021 to October 25, 2021.
- d. To approve the following payrolls:
  - October 15, 2021 \$ 212,386.77

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		X			
Timothy J. Graham		X				Julie Macleod	2 <sup>nd</sup>	X			

**2. Contracts**

- a. To approve the contract with the ***McKoy Group, LLC*** to deliver support to PACSP leaders, not to exceed \$15,000.
- b. To approve the contract with ***Pitt Bull Secure Technologies*** to provide security consulting, not to exceed \$17,500.
- c. To approve the contract with ***Paterson Charter School Roundtable*** for annual dues, not to exceed \$10,000.
- d. To approve the contract with ***Northern Region Educational Services Commission*** for Substitute Nursing Services for FY22, at a rate of \$64.50/hour.

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		X				Dina Runcie		X			
Timothy J. Graham	1 <sup>st</sup>	X				Julie Macleod		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
Kelvin Dickson	Facilities Coordinator	11/1/2021	\$65,000	12
Kennia Salmeron	Social Worker	10/25/2021	\$60,000	10
Isabela Echeverri	PT Assistant Office Manager	11/1/2021	\$15/hr	10

Reymeli Tolentino	PT Assistant Office Manager	11/1/2021	\$15/hr	10
Dayana Montalvo	PT Afterschool Math Tutor	11/1/2021	\$15/hr	10
Desarai Ocasio	PT Afterschool Math Tutor	11/1/2021	\$15/hr	10
Samantha Ramirez	PT Afterschool Math Tutor	11/1/2021	\$15/hr	10
Erika Arellano	Assistant Director of Operations	11/1/2021	\$52,000	12

- b. To approve the contractual change for Hasey Santana, from 10-month to 12-month, salary \$44,200, effective November 1<sup>st</sup>, 2021.
- c. To ratify the contractual change for Annia Brito, as of 9/20/2021, to 2<sup>nd</sup> Grade Teaching Assistant, salary \$43,000.
- d. To ratify the Summer Hour payout for Jessica Lynch (Occupational Therapist), 6.75 hours at a rate of \$75/hour.
- e. To approve the following employee's resignations:
  - 1. Teresa Defabrizio, effective October 12, 2021
- f. To approve the following Professional Development courses:
  - 1. Laura Kohler – Leaders to Leaders – *Principal Certification Registration* \$XX
- g. To approve the following Job Descriptions:
  - 1. Family Community Engagement Specialist
  - 2. Bus Aide
  - 3. Assistant Director of Operations
  - 4. Lead School Resource Officer
  - 5. School Resource Officer
  - 6. Security Guard
  - 7. Part Time Substitute Security Guard
  - 8. Afterschool Math Tutor

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		X			
Timothy J. Graham	1 <sup>st</sup>	X				Julie Macleod	2 <sup>nd</sup>	X			

### 5. Curriculum/Special Education

- a. To approve the **ATX Learning Contract** for speech pathology service for FY22, at a rate of \$82/hour, 35-40 hours per week.

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		X			
Timothy J. Graham		X				Julie Macleod	1 <sup>st</sup>	X			

### 6. Policy/Miscellaneous

- a. Motion to approve the Emergency Virtual/Remote Instruction Plan.

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		X				Dina Runcie		X			
Timothy J. Graham	1 <sup>st</sup>	X				Julie Macleod		X			

**XIII. Public Comment - None**

**XIV. New Business**

**XV. Important Dates - Next board meeting – Monday, November 22, 2021 at 6:00 PM**

**XVI. Adjournment – 7:46 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			