

- 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. **Roll Call**

Voting Members	Role (Term Expires)	Present	Absent	LA/ED
Madelka Osiecki	President	X		
Hector Jimenez	Vice-President		X	
Cary D. Caraballo	Trustee	X		
Timothy J. Graham	Trustee	X		
Nelson Rodriguez Jr.	Trustee	X		
Dina Runcie	Trustee	X		
Catherine Ventura	Trustee	X		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Regina Lauricella	Principal	X		
Michael Falkowski	School Business Administrator	X		
Brian Falkowski	School Business Office	X		
Sarah Spuhler	School Business Office	X		
Laura Kohler	Director of Special Education	X		
Julie Macleod	Prospective Board Member	X		
Thea Heninger-Lowell	Director of Operations and Enrollment	X		
Amanda Sellinger	PACSP Teacher	X		
Sabrina Zatarain	PACSP Teacher	X		

IV. **Acceptance of Meeting Agenda**

To approve the agenda for the **March 26, 2020** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Cary D. Caraballo	1	X				Nelson Rodriguez Jr.		X			
Timothy J. Graham		X				Dina Runcie		X			
Hector Jimenez					X	Catherine Ventura		X			
Madelka Osiecki	2	X									

V. **Acceptance of Meeting Minutes**

To accept the minutes from the **February 12, 2020** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Cary D. Caraballo		X				Nelson Rodriguez Jr.		X			
Timothy J. Graham		X				Dina Runcie	2	X			
Hector Jimenez					X	Catherine Ventura	1	X			
Madelka Osiecki		X									

VI. Oath of Office – Nelson Rodriguez

VII. Re-Organization Motions

- To approve the contract with **School Business Office LLC** to provide School Business Administrator Services.
- To appoint **Michael Falkowski** as the Business Administrator/Board Secretary for the remainder of the 2019/2020 school year for \$0.00. In Michael Falkowski’s absence **Dr. Brian Falkowski** will serve as the Acting Board Secretary for \$0.00.
- To appoint **Michael Falkowski** as the Public Agency Compliance Officer (PACO) and Custodian of School Records for the remainder of the 2019/2020 school year.
- To appoint **Michael Falkowski** as Qualified Purchasing Agent with a Bid and Quotation Threshold to \$40,000 and \$6,000 respectively pursuant to Local Public Contract Laws and Public School Contract Law N.J.S.A 40A:11-3(c), N.J.S.A 40A:11-9 (b), N.J.S.A 40A11-6.1 (a) and N.J.S.A 18A:18A-2, N.J.S.A 18A:18A-3 (a), N.J.S.A 18A:18A-37 (a), for the remainder of the 2019/2020 school year.
- To approve the following **Santander Bank signors** effective immediately on all accounts:
 - Ms. Madelka Osiecki, Board President
 - Mr. Michael Falkowski, SBA/Board Secretary

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Cary D. Caraballo		X				Nelson Rodriguez Jr.		X			
Timothy J. Graham		X				Dina Runcie	1	X			
Hector Jimenez					X	Catherine Ventura	2	X			
Madelka Osiecki		X									

VIII. Updates

- Home Instruction Update
- Enrollment

Grade	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Waitlisted 2019-2020
	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	
K		74	76		75	75	75	75				141
1		77	79		79	79	79	78				10
2		77	78		74	74	75	74				10
3		57	58		57	58	58	58				21
Total		286	291		285	286	287	285				182

- Principal’s Report – discussion of testing, Governor’s Press Conference
- Finance Committee
- Human Resources Committee

IX. Motions for Approval

1. Finance

- a. To approve the Bills/Check List from February 12, 2020 to March 26, 2020.
- b. To approve the following payrolls:

March 13, 2020	\$ 95,119.84
March 30, 2020	\$ 94,432.51

- c. To approve the **2020/2021 Budget** and its submission to the NJDOE.
- d. To approve the **Corrective Action Plan** for the 2018-2019 Comprehensive Annual Financial Report (CAFR).
- e. Grant Acceptance Resolution:

Whereas, the Philip’s Academy Charter School of Paterson Board of Trustees accepts a \$650,000 grant by an anonymous donor for the purchase of a school building;

Whereas, the plans to purchase a building have not been finalized;

Whereas, the Board of Trustees desires to establish a reserve account to hold the funds;

Therefore Be it Resolved, that the Board of Trustees establishes a Capital Reserve in Fund 10 in the amount of \$650,000 to be for the future down payment of the purchase of a permanent school building.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Cary D. Caraballo	2	X				Nelson Rodriguez Jr.					
Timothy J. Graham						Dina Runcie	1				
Hector Jimenez						Catherine Ventura					
Madelka Osiecki											

2. Contracts

3. Buildings & Grounds

4. Personnel

- a. To approve the following contractual change:
 - i. Emma Sparks, \$50,000, 10-month Teacher, effective April 1, 2020.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Cary D. Caraballo		X				Nelson Rodriguez Jr.	1	X			
Timothy J. Graham	2	X				Dina Runcie		X			
Hector Jimenez					X	Catherine Ventura		X			
Madelka Osiecki		X									

5. Curriculum/Special Education - NONE

6. Policy/Miscellaneous - NONE

X. Closed Session (if necessary) - NONE

XI. Adjourn Closed Session and Reconvene Regular Session (if necessary)

XII. New Business -

- 1. New Board Member Introduction – Julie Macleod

XIII. Important Dates - Next board meeting –Thursday, April 9, 2020 at 6:00 PM

XIV. Public Comment - NONE

XV. Adjournment – 6:56 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Cary D. Caraballo	1	X				Nelson Rodriguez Jr.		X			
Timothy J. Graham		X				Dina Runcie		X			
Hector Jimenez					X	Catherine Ventura	2	X			
Madelka Osiecki		X									