

- 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	Trustee	X		
Jeff White	Trustee	X		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Regina Lauricella	Principal	X		LA-6:44
TJ Best	Interim CEO	X		
Joshua Solow	School Business Office	X		
Laura Kohler	Assistant Principal	X		
Sarah Spuhler	Board Secretary – School Business Office	X		

V. **Adjourn Public Session and Executive Session – 6:10 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	1	X			
Timothy J. Graham		X				Donald Taylor	2	X			
Alexis Gibson		X				Jeff White		X			

VI. **Broker Presentation**

VII. **Adjourn Executive Session and Open Public Session – 6:37 PM**

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

VIII. Acceptance of Meeting Agenda

To approve the agenda for the **May 23, 2022** meeting.

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

IX. Acceptance of Meeting Minutes

To accept the minutes from the **April 25, 2022** regular Board meeting and **May 6, 2022** Special 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		X			
Alexis Gibson	2	X				Jeff White		X			

X. Updates

1. Building Hope Update – Don provided the Board with update
2. Update on Website – presentation given by Nicole
3. Enrollment/Student Recruitment – home visits are beginning soon
4. PACS Goals – TJ updates the board on all the schoolwide goals from the present school year
5. Finance Committee – Tim provided the Committee update
6. Discussion about Tuition Reimbursement Program for staff members – Josh provided update; discussion on specifics of the program; program to be provided to the board for next meeting
7. Board Governance Update – Dina provided the Committee update
8. Facilities Committee – new lease for Oliver Street
9. Pandemic Response Team – Laura provided update to the Board
10. Principal’s Report – Regina spotlights her report to the Board

XI. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **April 2022**, 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 **April 2022**, 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 April 30, 2022.
- c. Bills List: To approve the Bills/Check List for the period April 26, 2022 to May 23, 2022.

- d. To approve the following payrolls:
 - April 29, 2022 – \$230,888.87
 - May 13, 2022 – \$230,727.96
- e. To approve the submission of the Safety Grant application for the **2022 Safety Grant Program** in the amount of \$2,739.
- f. To approve the acceptance of E-rate funding from **Universal Service Administrative Co.** in the amount of \$72,088.81.
- g. To approve the following employee benefit insurance plans for the 2022-2023 school year:
 - Healthcare/RX Plans
 - a. Horizon: Direct Access, EPO, Omnia - 80/20 employer/employee cost; NJEHP – Chapter 44
 - Dental
 - a. Delta Dental: DMO, PPO – 70/30 employer/employee cost
 - Vision
 - a. VSP – 50/50 employer/employee cost
 - Life Insurance
 - a. Reliance Standard: Group Life Insurance – 100% cost to employer; additional voluntary life insurance coverage – 100% cost to employee

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

2. Contracts

- a. BE IT RESOLVED: that the Philip’s Academy Charter School of Paterson Board of Trustees, upon recommendation of the Interim CEO, hereby approves the Awarding of the Contract to Red Rabbit, LLC as the Food Services Management Company for the 2022-2023 school year. The contract will commence on July 1,2022 and end on June 20, 2023. With a total cost of the contract at \$425,725.00. The Local Education Agency shall pay Red Rabbit, LLC the below per meal prices:
 - Breakfast - \$2.03
 - Lunch - \$3.58
 - Snack - \$0.95
- b. To approve the contract with **Panorama Education** for full access to the Panorama platform, totaling \$4,000 as attached.
- c. To approve the contract with **Party Time Rentals** for inflatable bouncy houses, totaling \$1,325 as attached.
- d. ~~To approve the proposal with **The Cecilyn Miller Institute for Leadership and Diversity in America** for a proposal of Diversity, Equity, and Inclusion, totaling \$35,000 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					X	Dina Runcie		X			
Timothy J. Graham		X				Donald Taylor	2	X			
Alexis Gibson		X				Jeff White		X			

3. Buildings & Grounds

- a. To approve **Able Cleaning LLC** as the Lowest Qualified Bidder for Custodial Services at a nightly rate of \$504.00; \$21.00 per hour for daily porter service position.
- b. To approve the contract with **Mark Figueroa** for electrical work, \$5,800.
- c. To approve the contract with **J&J Handyman & Construction** for wall removal project, \$8,500.

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	2	X			
Timothy J. Graham		X				Donald Taylor		X			
Alexis Gibson		X				Jeff White		X			

4. Personnel

- a. To approve the job description of Behavioral Intervention Specialist/LCSW for the 2022-2023 school year.
- b. To approve the 10-month contract with Anna Schattauer Paille for the Elementary Teacher position effective August 18, 2022; salary \$65,000.
- c. To approve the contractual increase of Kristin Hyde for the Elementary Teacher position effective August 22, 2022; salary \$70,000.
- d. To approve the contractual increase of Melissa Inoa for the Teacher Associate position effective August 22, 2022; salary \$42,000.
- e. To approve the following resignation:
 - Saudi Walker, Long Term Substitute, effective May 20,2022.
- f. To approve the following Professional Development:
 - International Society for Technology in Education for *Jonathan Rothman*; June 26-29th, total cost \$275.
- g. To approve the Career Fair at NJSchoolJobs Virtual Job Fair- June 2022; June 1st, \$500.
- h. To approve Faith D’Ulisse’s contractual change to Special Education Teacher, effective August 18, 2022.
- i. To approve Leona Brown’s contractual change to Special Education Teacher, effective August 18, 2022.
- j. To approve the following stipends:

Employee Name	Amount	Payout Date
Leona Brown	\$1,000	June 15, 2022
Micaela Reininga	\$1,000	June 15, 2022
Tasha Horn	\$1,000	June 15, 2022
Tracy Slater	\$1,000	June 15, 2022
Irene Mone	\$2,500	June 15, 2022
Olga Aburto	\$2,500	June 15, 2022
Laura Kohler	\$10,000	June 15, 2022

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				Jeff White		X			

5. Curriculum/Special Education

6. Policy/Miscellaneous

- a. To accept the April HIB Report: 24 Incidents (HIB - 1, Code of Conduct -23) and approve the March HIB Report: 37 Incidents (HIB - 5, Code of Conduct - 32).

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		X			
Alexis Gibson	2	X				Jeff White		X			

XII. Public Comment - NONE

XIII. New Business

- 1. To appoint the following new Board of Trustees members to the Philip’s Academy Charter School of Paterson Board:
 - a. Isais Flowers
 - b. Michael Pages

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		X			
Alexis Gibson		X				Jeff White	2	X			

XIV. Important Dates - Next board meeting – Monday, June 20, 2022 at 6:00 PM at 190 Oliver Street

XV. Adjournment – 7:55 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	1	X			
Timothy J. Graham		X				Donald Taylor		X			
Alexis Gibson		X				Jeff White	2	X			