



# Minutes for Board of Trustees Meeting December 23, 2019 Formal Action Will or May be Taken

## I. Call to Order by Board President – 11:13 AM

## 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 and the meeting was advertised in the Courier News. Formal action will be taken.

## III. Salute to Flag

## IV. Roll Call

Board Member	Present	Absent	Board Member	Present	Absent
Craig Woolridge	X		Jerry Walker	X	
Roger Grutzmacher	X		Dr. Samuel Johnson		X
Kenyatta Stewart	LA – 11:15 PM				

Also Present	Present	Absent
Brian Falkowski Ed.D., SBA	X	
Kristina Haugen, School Business Office		X
Michael Piscal, CEO, College Achieve Public Schools	X	
David Corso, CFO, College Achieve Public Schools	X	
Gemar Mills, Executive Director, College Achieve Public Schools	X	
David Hespe, College Achieve Public Schools	X	

## V. Minutes

- To approve the minutes from the Board of Trustee meeting from October 3, 2019.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Craig Woolridge	1	X				Jerry Walker		X			
Roger Grutzmacher	2	X				Dr. Samuel Johnson					X
Kenyatta Stewart					X						

## VI. Public Comment - none

Members of the public wishing to address the Board of Trustees must state their name and are requested to limit their comments to three (3) minutes. Please be aware that all Charter School employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. Each member of the public will be given one opportunity to address the Board.

## VII. Board President's Report - none

## VIII. Executive Director's Report - Gemar Mills presented the E.D. Report. The report is part of the agenda packet.

## IX. College Achieve Public Schools Report - Mike Piscal updated the Board on school performance network wide.

## X. Board Comments

## XI. Motions for Approval

### 1. Finance

- Board Secretary's and Treasurer's Report:** To approve the Board Secretary's and Treasurer's Reports for September, October & November 2019, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the College Achieve Paterson Charter School 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, October and November 2019, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (b), and that sufficient funds are available to meet the school's financial obligations for the remainder of the fiscal year.

- b. Transfers: To approve transfers up to November 30, 2019.
- c. Bills List: To approve bills and check list for the period ending December 23, 2019.
- d. Payroll: To approve the following payrolls:

October 15, 2019	\$ 191,981.24
October 31, 2019	\$ 192,893.14
November 15, 2019	\$ 208,323.01
November 26, 2019	\$ 201,554.26
December 13, 2019	\$ 243,492.59
December 20, 2019	\$ 203,166.64

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Craig Woolridge		X				Jerry Walker		X			
Roger Grutzmacher	1	X				Dr. Samuel Johnson					X
Kenyatta Stewart	2	X									

- 2. **Travel - none**
- 3. **Buildings & Grounds - none**
- 4. **Personnel**

- a. To approve/ratify the following staff for the 2019-2020 school year:

Last Name	Position	Hire Date	Salary	Stipend	Signing Bonus	Total Comp
<b>10-Month Employees</b>						
William Harris	Middle School English Teacher 5-8	11/12/2019	\$62,500.00	N/A		\$62,500.00
Tiffany Robinson	Middle School Teacher ELA	10/23/2019	\$68,000.00	\$4,500.00	\$5,000.00	\$77,500.00
<b>12-Month Employees</b>						
Emery Tarpkin	Recruiting Manager	12/16/2019	\$90,826.00	\$975.00	N/A	\$91,801.00

- b. To approve the following resignation:

Last Name	Position	Effective date	FY19 Salary
Torres, Veronica	K-5 Elementary Teacher	11/21/2019	\$45,000.00
Hinton, Samantha	5 <sup>th</sup> Grade ELA Teacher	01/24/2020	\$60,000.00

- c. To acknowledge the maternity leave of Larissa Hernandez effective January 4, 2020 duration 6 weeks.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Craig Woolridge		X				Jerry Walker	2	X			
Roger Grutzmacher	1	X				Dr. Samuel Johnson					X
Kenyatta Stewart		X									

- 5. **Curriculum / Special Education - none**
- 6. **Contracts**

- a. To approve the updated Title I Saturday Program Proposal as attached:
  - i. Total Salary Costs \$61,800.00
  - ii. Supplemental Costs \$43,250.00
  - iii. Total Cost Proposal \$105,050.00
- b. To approve the revised Afterschool Tutorial as attached:
  - i. 15 Teachers-per session (daily) @ \$35.00 x 2 hours x 136 days = \$ 142,800.00
  - ii. 1 Administrator-per session(daily) @ \$55.00 x 2 hours x 136 days = \$ 14,960.00
  - iii. 2 Support Staff – per session (daily) @ \$30.00 x 2 hours x 136 day = \$ 16,320.00

- iv. Instructional Supplies, 230 scholars x \$40 per student = \$ 9,200.00
- v. Supplemental Programs (books/online) 230 scholars x \$50 per student = \$ 11,500.00
- vi. Total Cost Proposal \$ 194,780.00

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Craig Woolridge		X				Jerry Walker		X			
Roger Grutzmacher	1	X				Dr. Samuel Johnson					X
Kenyatta Stewart	2	X									

**7. Policy / Governance / Operations / Miscellaneous**

- a. To approve the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Craig Woolridge	2	X				Jerry Walker		X			
Roger Grutzmacher		X				Dr. Samuel Johnson					X
Kenyatta Stewart	1	X									

**XI. Executive Session - none**

**XII. Adjourn Executive Session - none**

**XIII. Old Business - none**

**XIV. New Business - none**

**XV. Reports / Look Ahead / Miscellaneous**

- 1. Next Board Meeting January 16, 2020 @ 6:00 PM

**XVI. Adjourn Public Session – 11:44 AM**

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Craig Woolridge		X				Jerry Walker		X			
Roger Grutzmacher	2	X				Dr. Samuel Johnson					X
Kenyatta Stewart	1	X									