



## Minutes for Board of Trustees Meeting February 13, 2020 Formal Action Will or May be Taken

- I. **Call to Order by Board President: 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 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		X			

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. **Motion to reinstate Craig Woolridge as the Board President**
  - a. Craig Woolridge addressed the board on reinstatement.

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	2	X			
Kenyatta Stewart					X						

- VI. **Minutes**

- 1. To approve the minutes from the Board of Trustee meeting from December 23, 2019.

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	2	X			
Kenyatta Stewart					X						

- VII. **Public Comment**

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.

- VIII. **Board President's Report – None**

- IX. Executive Director’s Report** – Dr. Gemar Mills presented the E.D. Report. The report is part of the agenda packet.
1. Craig Woolridge what is the administrative criteria to monitor the success of the Scholars?
    - Metrics are put in place to evaluate data to evaluate Scholars and teachers.

**X. College Achieve Public Schools Report** – Mike Piscal updated the board on new healthcare plan for next Fiscal Year. Provided update on Network.

**XI. Board Comments - None**

**XII. Motions for Approval**

**1. Finance**

- a. **Board Secretary’s and Treasurer’s Report:** To approve the Board Secretary’s and Treasurer’s Reports for December 2019 & January 2020, 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 December 2019 & January 2020, 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 January 31, 2020.
- c. **Bills List:** To approve bills and check list for the period ending February 13, 2020.
- d. **Payroll:** To approve the following payrolls:
 

January 15, 2020	\$220,104.13
January 31, 2020	\$223,589.20
- e. **SEMI Waiver:**

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a charter school may request a waiver of compliance with respect to the school’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2020-2021 school year; and

WHEREAS, the College Achieve Paterson Charter School Board of Trustees desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students in the 2020-2021 school year, and

NOW THEREFORE BE IT RESOLVED, that the College Achieve Paterson Charter School Board of Trustees hereby authorizes the School Leader to submit to the Executive County Superintendent of Schools in the County of Passaic an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2020-2021 school year.

- f. **Audit:** To accept the FY2019 Comprehensive Annual Financial Report and the Auditors Management Report with no findings.

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						

**2. Travel**

- a. To approve/ratify the following Student Educational Trips:

Trip Location	Type of Trip	Costs & Funding Source	No. of Scholars Attending	Date
The Yogi Berra Museum & Learning Center	Educational	Venue \$550 / Transportation \$400	50	02/27/2020
Liberty Science Center	Educational	Venue \$1,471 / Transportation \$1,350	93	03/11/2020
Liberty Science Center	Educational	Venue \$ 1,456.50 / Transportation \$1,350	92	03/12/2020

- b. To approve/ratify the following professional development/travel:

Staff	When	Description	Cost
Vanessa Rymer	March 4,2020	Differentiated Instruction Workshop at Camden County College	Registration Fee:\$149; Mileage: 73 miles x .35=51.10
Manny Martinez	March 4,2020	Differentiated Instruction Workshop at Camden County	Registration Fee:\$149; Mileage: 204 miles x.35=71.40
Kia Fortney	March 13, 2020	Primary Educators Conference at Camden County College	Registration Fee:\$149; Mileage: 204 miles x .35=71.40
Henry McNair	March 13, 2020	Primary Educators Conference at Camden County College	Registration Fee:\$149; Mileage: 173 miles x .35=60.55

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						

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
10-Month Employees						
Patricia Anthony	Middle School Teacher ELA	12/16/2019	\$63,000.00			\$63,000.00
Luis Colon	Apprentice Teacher PK-3	12/16/19	\$45,000.00			\$45,000.00
Leigh Flynn	Elementary Teacher PK-3	1/17/2020	\$48,000.00			\$48,000.00
Lucy Lora	Apprentice Teacher PK-3	1/6/2020	\$45,000.00			\$45,000.00
Regan Jones	Math Teacher 6 <sup>th</sup> Grade	02/18/2020	\$76,500.00			\$76,500.00

b. To approve the following resignation:

Last Name	Position	Effective date	FY20 Salary
Ferguson-Shand	Middle School Teacher	12/2/19	\$74,500.00

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						

5. **Curriculum / Special Education – None**

6. **Contracts**

a. To approve termination of IT contract with Veridis Networks Inc. effective May 5, 2020.

b. To approve the IT support contract with Prime Solutions **effective May 6, 2020** at a rate of \$2,500/month.

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

7. **Policy / Governance / Operations / Miscellaneous – None**

I. **Adjourn Public Session, Open Executive Session: 6:40 PM**

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Craig Woolridge	2	X				Jerry Walker					X

Roger Grutzmacher	1	X				Dr. Samuel Johnson		X			
Kenyatta Stewart					X						

Facilities Negotiation

**XIII. Adjourn Executive Session, Reconvene Public Session: 6:55 PM**

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	2	X			
Kenyatta Stewart					X						

**XIV. Old Business**

**XV. New Business**

1. To approve the contract with NuVeiw Communications as attached.
2. To approve the Strategic Communications Plan Outline as attached with NuView Communications.
3. To Approve New Medical Broker of record for Medical, Dental and RX Insurance
  - a. BE IT RESOLVED: that the College Achieve Paterson Charter School, upon the recommendation of the Executive Director, to contract with HudsonShore Group as the Medical Broker of record for Medical, Dental and RX Insurance Coverage effective February 1, 2020.

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	2	X			
Kenyatta Stewart					X						

**XVI. Reports/Look Ahead/Miscellaneous**

1. Next Board Meeting March 19, 2020 @6:00 PM
2. Board Governance update

**XVII. Adjourn Public Session: 7:05 PM**

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	2	X			
Kenyatta Stewart					X						