

PRINCIPLE ACADEMY CHARTER
AGENDA FOR BOARD OF TRUSTEES REGULAR MEETING
 Wednesday November 20, 2019, Public Session – 5:30 PM
 6718 Black Horse Pike, Egg Harbor Township, NJ 08234
 FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statement- 5:30 PM

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Principle Academy Charter Board of Trustees has caused notice of this meeting to be given by having the date; time and place advertised in The Press of Atlantic City and Daily Journal.

II. Salute to Flag

III. Roll Call

Board Member	Yes	No	Abstain	Absent	Board Member	Yes	No	Abstain	Absent
Dirk DaCosta	X				Gary Hill	X			
Jeanne Eisele	X				Dr. Albert Monillas	X			
Dr. Joseph Stevenson				X					

Others Present: Ed Blake, Mr. & Mrs. Richard Hale, Sara Caporilli, Peter Caporilli, Roderick Knox, Al Cores, Cydnee Phoenix, Michael Falkowski, Sarah Spuhler

IV. Board Business – NONE

V. Approve Agenda

Motion to approve the agenda for the **November 20, 2019** regular meeting of the Board of Trustees.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	2	X				Gary Hill	1	X			
Jeanne Eisele		X				Dr. Albert Monillas		X			
Dr. Joseph Stevenson					X						

VI. Acceptance of Meeting Minutes

Motion to approve the minutes from the **October 8, 2019** meeting of the Board of Trustees.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1	X				Gary Hill		X			
Jeanne Eisele	2	X				Dr. Albert Monillas		X			
Dr. Joseph Stevenson					X						

VII. Public Comment - NONE

This meeting will now be open to the public for comments on specific Agenda Items only. Please state your name and address. Comments must be limited to three minutes per person.

VIII. School Director's Report & Academic Update - SUBMITTED

IX. Management Company Report (Polymath) - SUBMITTED

X. Committee Reports - NONE

XI. Executive Session - NONE

XII. Regular Motions for Approval

1. Finance

- a. **Board Secretary’s Report and Bank Reconciliation Report:** To approve the preliminary Board Secretary’s Report and Bank Reconciliation Report for **September and October 2019**, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the Principle Academy Charter 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 **October 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 Approve Board Secretary Report ending **October 2019**.
- b. **Bills List:** To approve bills list from **October 9, 2019 – November 20, 2019**.
- c. **Payroll:** To approve the following payrolls:

October 15, 2019	\$195, 804.81
October 31, 2019	\$198,365.07
November 15, 2019	\$191,791.13

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	2	X				Gary Hill		X			
Jeanne Eisele		X				Dr. Albert Monillas	1	X			
Dr. Joseph Stevenson					X						

2. Contracts/Engagements/Conferences

- a. To approve the Principle Academy Charter Wellness Policy and Wellness Policy Assessment Tool
- b. To approve Hands-On Tech LLC to implement and assist the PowerSchool Unlimited Remote Support Package from November 2019 – August 2020; Contract NTE \$7,500
- c. To approve Hands-On Tech LLC to assist with PowerSchool Onsite Training (Administrator and teacher training plus all training materials) NTE \$1,950.00
- d. To approve Atlantic Coast Alarm for security alarm repairs and monitoring FY 20 NTE \$2,000
- e. To approve an annual subscription to Brain Pop NTE \$2,550 : BrainPop is an online educational service that offers over 1,000 short animated movies for students together with quizzes and related materials, covering the subjects of science, social studies, English, math, engineering and technology, health, and arts and music.
- f. To approve Unum as a supplemental long term, life, and disability insurance provider
- g. To approve Alvaro Cores for residency in the New Jersey School Administrator Residency Program FY20 at a rate of \$4250 (\$1750 residency cost, \$2500 mentoring cost)

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1	X				Gary Hill		X			
Jeanne Eisele	2	X				Dr. Albert Monillas		X			
Dr. Joseph Stevenson					X						

3. Building & Grounds - NONE

4. Policy & Compliance - NONE

5. Personnel

- a. To approve the following New Hires FY 20 :

Name	Position	Salary	10/12	Effective
Alexis Hayes	Substitute Teacher	\$150/day	10	TBD
Patricia Bailey	Substitute Teacher	\$150/day	10	TBD
Yolanda Jean	Substitute Teacher	\$150/day	10	TBD
Keisha Walker	Substitute Teacher	\$150/day	10	TBD
Maria Johnson-Edwards	Substitute Teacher	\$150/day	10	TBD

Turik Hamilton	Substitute Teacher	\$150/day	10	TBD
NahBirrah Ellerbee	Substitute Teacher	\$150/day	10	TBD
Danita D. Quareles	Substitute Teacher	\$150/day	10	TBD

b. To accept the following resignations:

Name	Effective
Keith Byrd	11/15/19

1. To approve the separation agreement with Keith Byrd: Paid in full until December 31, 2019 including all benefits.

c. To ratify/approve the following contractual changes for FY20:

Name	Current Salary	Salary	Effective
Benita Kluttz-Drye	\$85,000	\$95,000	11/18/2019

d. To approve Treasure Utuk as a per diem Guidance Counselor at \$170/ day, NTE \$25,000

e. To approve the following staff as morning bus monitors; 6am until start of school day ; as needed; for a daily stipend of \$40, NTE \$10,000:

Eli Gbayee
Sharnice Frazier
Elveda Marcelin
Frank Ferrara
Antwone Snead
Bryant DeShields
Hollie Simmons

f. To approve the following staff as afternoon bus monitors; End of the school day until 6pm; as needed; for a daily stipend of \$40, NTE \$10,000:

Eli Gbayee
Sharnice Frazier
Elveda Marcelin
Frank Ferrara
Antwone Snead
Bryant DeShields
Hollie Simmons

g. To approve the following staff as after school detention monitors ; end of the school day to 6pm ; as needed for daily stipend of \$40, NTE \$10,000:

Larissa Cronick
Carissa Clark
Antwone Snead
Frank Ferrara
Elveda Marcelin
Marlene Crump
Eli Gbayee
Sharnice Frazier
Bryant DeShields

- h. Crisis Prevention Institute (CPI) Training: To ratify/approve a one day, on-site, training course in crisis prevention ; October 19, 2019
 - 1. To approve the following staff a stipend for attending the CPI training; NTE \$175 maximum per participant, NTE \$1,400:

Antoine Snead
Eli Gbayee
Kathleen Dvorsky
Bryant DeShields
Sharnice Frazier
Keith Byrd
Rita Baccari
Erica Armour

- i. To approve the following stipends for the extracurricular / sports program, NTE \$12,064:

Staff	Stipend	Length	Program
Michael Bailey	\$116/Session NTE \$3016	26 sessions Oct - Dec	Drama
Patrice Leatherberry	\$58/session NTE \$1508	26 Sessions Oct-Dec	Drama
Larry Horne	\$116/Session NTE \$3016	26 Sessions Oct -Dec	Karate
George Brown	\$58/ Session NTE \$1508	26 Sessions Oct – Dec	Karate
James Dionne	\$58/ Session NTE \$1508	26 Sessions Oct-Dec	Karate
Shari Murray	\$58/Session NTE \$1508	26 Sessions Oct- Dec	Robotics

- j. To ratify/approve the following additional staff as Mentors in the Mentor/ Mentee Program FY 20;

Name	Position	Certification	Payment Schedule	Mentee
Hope Bernstein	Mentor			
Christian Rickards	Mentor	CEAS	\$550 over 15 payrolls	Christine Garbaravage
Christian Rickards	Mentor	CE	\$1,000 over 15 payrolls	Shawn Gerry
Amanda Doring	Mentor			
Barbara Spaulding	Mentor	CEAS	\$550 over 15 payrolls	Alexandrea McClure
Rita Baccari	Mentor	CEAS	\$550 over 15 payrolls	Rebecca Nadeau
Rita Baccari	Mentor	CEAS	\$550 over 15 payrolls	Amanda Lomagno

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1	X				Gary Hill		X			
Jeanne Eisele		X				Dr. Albert Monillas	2	X			
Dr. Joseph Stevenson					X						

6. Miscellaneous

- a. To accept (2) HIB items reported 10/24/2019 and investigated. Both items were unconfirmed cases.
- b. Expansion Resolution

WHEREAS, the Principle Academy Charter School received a charter renewal from the State of New Jersey from the 2019/2020 to the 2023/2024 school year to operate a charter school in grades Kindergarten through Grade 6; and

WHEREAS, the Principle Academy Charter School is currently in its 5th year of operation;

WHEREAS, the Principle Academy Charter Schools is proposing to expand to grades 7 and 8 beginning with the 2020-2021 school year. Numerous requests have been received from the parents encouraging Principle Academy Charter to expand beyond the current k to 6 grades offered. Their rationale for this request is that they do not want their children to attend their resident district middle schools. Expansion through grade 8 is both reasonable and educationally sound. This will

allow students to complete their elementary through middle school level grades in a safe and academically progressive environment, better preparing them to proceed and succeed into their high school grades. Research supports the efficacy of providing a K to 8 program rather than sending students to a new middle school. Parents and children want the support they are accustomed to receiving at PAC. The level of academic support, availability of club activities, parental involvement programs, and athletic program offerings far exceed those provided in neighboring districts. Parents are seeking to improve the educational experience for their children. Expansion of PAC to grades 7 and 8 will address their desire and the needs of the community.

WHEREAS, the New Jersey Department of Education requires the submission of an amendment request to expand enrollment; and

WHEREAS, the Charter School has a waiting list in excess of 50 students distributed through all grades; and

WHEREAS, in order to serve the educational needs and demand of the community, and improve budgetary efficiencies, the charter school will need to increase each grade level to 48 students with a classroom average of 25 students for a total student count increase from 698 students to 898 ;

NOW, THEREFORE, BE IT RESOLVED, that the Principle Academy Charter School Board of Trustees hereby approves and authorizes the application to amend its charter to permit the above described expansion of enrollment; and

BE IT FURTHER RESOLVED, that the Administration is authorized to transmit this Resolution and supporting records to the Commissioner of Education and the Pleasantville, Atlantic City, and Egg Harbor School Districts.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta		X				Gary Hill		X			
Jeanne Eisele	1	X				Dr. Albert Monillas	2	X			
Dr. Joseph Stevenson					X						

XIII. Old/New Business

1. Review of the fire/lockdown drills conducted:

Date	Time	Type	Duration	Egress	# Students	# Staff	Weather
9/18/2019	2:29 PM	Fire Drill	5:00	3:00	450	70	Sunny 80s
9/25/2019	3:26 PM	Lockdown	3:31		450	70	Sunny 80s
10/17/2019	7:48 AM	Bus Evacuation: Pleasantville 5,6,7,8	7:28	2:18, 1:52, 2:10, 2:21	450	70	Cloudy 50s
10/23/2019	7:52 AM	Bus Evacuation: Egg Harbor Twp		1:32,1:45	450	70	Sunny 60s
10/24/2019	8:03 AM	Bus Evacuation: Atlantic City		2:12,2:22,1:5 8	450	70	Sunny 60s
10/30/2019	9:23 AM	Fire Drill	6:21	2:39	450	70	Sunny 60s
10/31/2019	3:25 PM	Shelter in Place	5:43		450	70	Cloudy 50s

XIV. Adjournment – 5:59 PM

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	2	X				Gary Hill		X			
Jeanne Eisele		X				Dr. Albert Monillas	1	X			
Dr. Joseph Stevenson					X						

