

PRINCIPLE ACADEMY CHARTER
MINUTES FOR BOARD OF TRUSTEES REGULAR MEETING
 Tuesday October 8, 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- 5:32 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: Michael Falkowski, Board Secretary; Peter Caporilli, Polymath; Sarah Caporilli, Polymath Sarah Spuhler, School Business Office; Rick Hale, Polymath; Ed Blake, Polymath; Cydnee Phoenix, PAC ; Al Cores, PAC

IV. Board Business

1. Board Governance Training Update
2. Distribution of the Board Self Evaluation Tool

V. Motions

1. Resolution – Approval of Charter School Grade and Enrollment Expansion

WHEREAS, the New Jersey Department of Education requires the submission of an application to expand enrollment and grade levels; and

WHEREAS, in order to serve the educational needs of the student currently enrolled in sixth grade the charter school will need to expand grade levels to include grades 7, 8, 9, and 10 to establish maximum enrollments aligned from grade to grade in kindergarten to grade 10 in order to maximize learning and efficiency; and

NOW, THEREFORE, BE IT RESOLVED, that the Principle Academy Charter School Board of Trustees hereby approves the expansion of grade levels and expansion of enrollment as established in the Charter Renewal Application.

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

VI. Approve Agenda

Motion to approve the agenda for the **October 8, 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						

VII. Acceptance of Meeting Minutes

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

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

VIII. Public Comment

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.

Cydnee Phoenix – Commenting on public transportation– Atlantic City bus stops are not appropriately placed and dangerous for some students

Peter Caporilli – Commenting on new building - Peter discussed an additional building that will be brought to the attention to the board next meeting

IX. School Director’s Report & Academic Update - Submitted

X. Management Company Report (Polymath) - Submitted

XI. Committee Reports - NONE

XII. Public Meeting and Open Executive Session - NONE

XIII. Regular Motion 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 **August 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 **August 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 **August 2019**.
- b. **Bills List:** To approve bills list from **August 9, 2019 – October 8, 2019**.
- c. **Payroll:** To approve the following payrolls:

August 13, 2019	\$54,352.93
August 31, 2019	\$70,250.00
September 15, 2019	\$116,250.94
September 30, 2019	\$128,230.33

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						

2. Contracts/Engagements/Conferences

- a. To approve the PAC Sports Program including swimming, karate, wrestling, basketball and cheerleading; bus transportation Not To Exceed \$5,000, TBD Transportation Company
- b. To approve the following contracts for FY20:

Vendor	Contract	Cost, NTE
Sheppard Bus Service	Transportation of additional students from Mays Landing	\$ 37,800
Houghton Mifflin Harcourt	Purchase of Journeys 2017	\$12,929.88

c. To approve the following Field Trip:

Location	Date	Total Cost, NTE
Sahl's Farm	October 28, 2019; 11 am-2pm	\$ 1,500
Young's Skating Center	October 19,2019; 4:30-6:30 pm	No Cost

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

3. **Building & Grounds - NONE**

4. **Policy & Compliance – discussed Polymath and NJ School Boards Association collaboration with all manuals; all manuals are available online**

- **Board President, Dirk Dacosta made note of appreciation on all manuals**
 - a. To approve the Student Handbook for 2019-2020
 - b. To approve the Substitute Handbook for 2019-2020
 - c. To approve the Mentor Manual 2019-2020
 - d. To approve the State Memorandum of Agreement (MOA) between PAC and Law Enforcement Officials

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						

5. **Personnel**

a. To approve the following new hires:

Name	Position	Salary	10/12	Effective
Frankie Davis	Special Education Teacher	\$57,421	10	8/19
Jake Wollman	Special Education Teacher	\$51,190	10	8/19
Leigh Ann Mooney	Art Teacher	\$52,690	10	8/19
Tammy Mulino	ESL Teacher	\$62,289	10	8/19
Kelly Riley	Phys Ed Teacher	\$55,589	10	8/19
Shawn Gerry	Teacher	\$50,500	10	8/30
Antoine Braithwaite	Custodian	\$32,000	12	9/9
Amber Knox	Paraprofessional	\$33,000	10	9/16
Camika Holland	Special Education Teacher	\$58,922	10	9/17
Kathleen Fisher	Paraprofessional	\$36,000	10	9/18
Eli Gbayee	Paraprofessional	\$33,000	10	9/19
Bryant DeShields	Climate and Culture Officer	\$35,000	10	10/4
Antwone Snead	Paraprofessional	\$33,000	10	10/4
Moji Kuponiyi Dabney	School Nurse	\$60,000	10	10/8
Nicola Tasoff	LDT/C	\$79,000	10	11/12
Diadina Lugo	ESL Teacher	\$61,107	10	TBD
Janice Gallagher	DLM Coordinator	\$50/hr NTE 15hrs per mo		
Beatrice Meusberger	Per Diem School Nurse	\$250/Day		August 2019
Amy Bell	Substitute Teacher	\$150/Day		TBD
Jerry King, Jr	Substitute Teacher	\$150/Day		TBD
Latoya McGlone	Substitute Teacher	\$150/Day		TBD

Sakiyah Quick	Substitute Teacher	\$150/Day		TBD
Rebecca Spence	Substitute Teacher	\$150/Day		TBD
Qudsia Ambreen	Substitute Teacher	\$150/Day		TBD
Nefertiti Hathaway	Substitute Teacher	\$150/Day		TBD
Lonniyell Sykes	Substitute Teacher	\$150/day		TBD
Jamel Edwards	Substitute Teacher	\$150/Day		TBD
Camille Nurse	PT Administrative Assistant	\$17/Hour NTE 30 hrs / week	10	TBD

b. To approve the following resignations:

Name	Disposition/Action Taken	Effective
LaTajah Hopkins	Resigned	8/27/2019
Hunter Willie	Resigned	8/28/2019
Bridget Littleton	Resigned	9/5/2019
Jake Wollman	Resigned	9/13/2019

c. To approve overtime hours for the following employees for the FY20 School Year based on their hourly rate and paid at 1.5 times should their primary roles require more than 40 hours per week; Not to Exceed 50 hours.

Name	Hourly Rate
Hollie Simmons	\$19.04
Sharnice Frazier	\$19.04
Takenya Martin	\$20.19
Paula Espinosa	\$19.23
Rafael Arango	\$20.62
Tywan Harris	\$18.75

d. To approve the following as Mentors in the Mentor/ Mentee Program FY 20;

Name	Position	Certification	Payment Schedule
Christian Rickards (2)	Mentor		
Amanda Doring	Mentor		
Barbara Spaulding	Mentor		
Rita Baccari (2)	Mentor		

e. To approve the following for Residency in the New Jersey Leaders to Leaders program FY 20 at a rate of \$850 paid by the school.

Name	Position
Keith Byrd	Resident
Benita Kluttz-Drye	Resident

f. To approve the following Teachers for Home Based Instruction when needed / required:

Name	Rate
Dorothy Becker – Russo	\$35 / hour
Rita Baccari	\$35 / hour
Hope Bernstein	\$35 / hour
Larissa Cronick	\$35 / hour
Frankie Davis	\$35 / hour
Kathleen Dvorsky	\$35 / hour
Amanda Hagen	\$35 / hour
Tammy Mulino	\$35 / hour
Rebecca Nadeau	\$35 / hour
Kristy Rodriguez	\$35 / hour
Barbara Spaulding	\$35 / hour
Alyece Thompson	\$35 / hour
Frank Ferrara	\$35 / hour

g. To ratify/approve the following staff for Before & Aftercare; Before-care 7 a.m. to 8 a.m.; After-care 4 p.m. to 6 p.m.; a total of (4) staff members working per day – (1) Para, (2) Teachers, (1) Office/Security – Not to Exceed \$50,600 for FY20 [184 days x \$275 total per day payout]

- Before-care per diem for Teachers : \$22.50
- Before-care per diem for paraprofessionals : \$15
- Before-care per diem for office/security : \$15
- After-care per diem for teachers : \$60
- After-care per diem for paraprofessionals : \$40
- After-care per diem for office/security : \$40

Name	Assignment	NTE Rate
Rita Baccari	Before/After Teacher	\$82.50
Barbara Spaulding	Before/After Teacher	\$82.50
Jeanine Bethel	Before /After Teacher	\$82.50
Frankie Davis	Before/After Teacher	\$82.50
Kelly Riley	Before/After Teacher	\$82.50
Frank Ferrara	Before/After Teacher	\$82.50
Erica Armour	Before/After Para	\$55
Carissa Clark	Before/After Para	\$55
Paula Espinosa	Before/After Office & Security	\$55
Takenya Martin	Before/After Office & Security	\$55
Hollie Simmons	Before/After Office & Security	\$55

h. To approve the following Assignment:

Name	Assignment	Rate	Work Completed	Stipend Paid
Phoenix, Cydnee	Before & After-care Coordinator	\$1,000/Month NTE \$12,000	June 30, 2019	Monthly FY20

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

Last Name	First Name	Position	Salary	10/12	Effective
Trojan	Lauren	Teacher	\$52,795	10	9/1
Spaulding	Barbara	Instructional Coach	\$65,030	10	9/1
Oglesby	Emily	Teacher	\$54,095	10	9/1
Rodriguez	Kristy	Teacher	\$54,998	10	9/1
Snyder	Kelly	Cafeteria Manager	\$41,150	10	9/1
DiGiovanni	Lisa	Teacher	\$54,095	10	9/1
Rodriguez	Deborah	Special Education Teacher	\$57,200	10	9/1
Knox	Roderick	Assistant to the CSA for Business Affairs	\$74,000	12	9/1

j. To approve effective end of business October 8, 2019 Marty Smalls request to begin an unpaid leave of absence.

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

XIV. Old/New Business – HIB Report to be added next meeting

XV. Adjournment- 5:54 PM

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						