

PRINCIPLE ACADEMY CHARTER
MINUTES FOR BOARD OF TRUSTEES - REGULAR MEETING
 Tuesday March 24, 2020, Public Session
 6718 Black Horse Pike, Egg Harbor Township, NJ 08234
 FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statement - 5:33 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. Roll Call

Board Member	Present	Absent
Dirk DaCosta	X	
Jeanne Eisele	X, 5:46 pm	
Dr. Joseph Stevenson	X	
Gary Hill	X	
Dr. Albert Monillas		X

Others Present: Louis Niedelman, Board Attorney; Peter & Sara Caporilli, Polymath

III. Board Business – NONE

IV. Approve Agenda

Motion to approve the agenda for the **March 24, 2020** regular meeting of the Board of Trustees.

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

V. Acceptance of Meeting Minutes

Motion to approve the minutes from the **February 4, 2020** meeting of the Board of Trustees.

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

VI. 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.

VII. School Director's Report & Academic Update

VIII. Management Company Report

IX. Committee Reports

X. **Adjourn Public Session and Open Executive Session - NONE**

XI. **Adjourn Executive Session and Open Public Session**

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 **January & February 2020**, 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 **January & February 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. **Bills List:** To approve bills list from **February 4, 2020 through March 24, 2020**
- c. **Payroll:** To approve the following payrolls:

February 14, 2020	\$197,383.25
February 28, 2020	\$206,679.67
March 15, 2020	\$204,880.71

- d. To approve the FY21 Budget for submittal to the NJDOE.

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 Principle Academy 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 Principle Academy Charter School Board of Trustees hereby authorizes the SBA to submit to the Executive County Superintendent of Schools in the County of Atlantic an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2020-2021 school year.

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

2. **Contracts/Engagements/Conferences**

- a. To approve a subscription to Renaissance Star Early Literacy NTE \$545.
- b. To approve an educational service contract for Zoom video conferencing and remote learning NTE \$4,500.
- c. To retain the services of Lloyd D. Levenson of Cooper Levenson for litigation, NTE \$10,000.
- d. To approve the Atlantic City agreement related to food service during the COVID-19 closure.
- e. To ratify/amend the STEAMroll NJSLA program budget amount NTE \$13,000 from \$8,000.
- f. To approve the use of \$5,000 Title 1 School funds for the STEAMroll NJSLA program.

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

3. **Building & Grounds**

4. **Policy & Compliance**

5. **Personnel**

- a. To approve the following New Hires FY20:

Name	Position	Salary	10/12	Effective
Lisa Kopischke	Long Term Sub	\$1,000/week		2/27/20
Donna King	Paraprofessional	\$33,000	10	3/2/20
Richeda Jaffe	Administrative Support Professional	\$36,000	10	3/2/20

Shatira Williams	Attendance Officer	\$38,000	10	3/2/20
Todd Kaiser	Physical Education Teacher	\$50,200	10	3/9/20
Jade Middleton	Part Time Classroom Aide	\$18/Hour		TBD
Dominique Simmons	Part Time Custodian	\$17/ Hour		TBD
Tracy Anderson	Part Time LDTC	\$60/ Hour NTE 25 hrs per wk		3/6/20
Devon Morris	Substitute Teacher	\$150/Day		TBD
Anjail Shabazz	Substitute Teacher	\$150/Day		TBD
Andre Spray	Substitute Teacher	\$150/Day		TBD
Mercedes Parker	Substitute Teacher	\$150/Day		TBD

b. To accept the following resignations:

Name	Position	Effective	Salary
Nicola Tasoff	LDT/C	2/14/20	\$79,000
Lindsey Singer	PE/Health Teacher	2/17/20	\$53,000
Bryant DeShields	Client and Culture Officer	2/21/20	\$35,000
Kathleen Jackson	Paraprofessional	2/21/20	\$36,000
Amira Johnson	Teacher	3/4/20	\$53,000

c. To approve the separation agreement with Bryant DeShields.

d. To eliminate the position of Climate and Culture Officer.

e. To approve the following contractual changes:

- Carissa Clark \$100/Day acting Lead Teacher stipend starting 3/5/20; end date TBD
- Susan Loo \$100/Day acting Lead Teacher stipend starting 4/20/20; end date TBD

f. To approve the following staff as Bus Monitor (\$40 per shift, per diem)

- Ariana Drye

g. To approve the following staff for Home Based Instruction when needed/ required:

- Deb Rodriguez \$35/ hour
- Camika Holland \$35/ Hour

h. To approve the following staff for STEAMroll NJSLA; Cost \$43.75 per diem weekday rate, \$105 Saturday

- Barbara Spaulding

i. To approve the following staff for before/ after care (\$15 AM shift/ \$40 PM shift) NTE \$55:

- Ariana Drye

j. To ratify/amend STEAMroll NJSLA weekday rate from \$35 to \$43.75 per diem.

k. To approve the following stipends for the student activities and extracurricular programs:

Staff	Stipend	Length	Program
Antwone Snead	\$500/Week		Coordinator
Dembe Baako	\$58/Session NTE \$1,508	Oct-Dec	Karate
Dembe Baako	\$58/Session NTE \$1,508	Jan-June	Karate

l. To approve paid administrative leave for hourly central services staff during COVID-19 closure:

- Silka Gilliard 27.5 hours per week @ \$16.47/hour
- Veda Hare 10 hours per week @ \$13.84/hour
- Juana Victoria 20 hours per week @ \$13.15/hour
- Jade Middleton 20 hours per week @ \$15/hour

m. To approve the following FMLA and Maternity Leave Staff:

- Amanda Hagen-Doring; leave starting 4/10/2020
- Lauren Trojan; leave starting 3/10/2020

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

XIII. Old/New Business

a. Review of the Fire/Lockdown Drills Conducted

Date	Time	Type	Duration	Egress	# of Students	# Staff	Weather	Other
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02/24/2020	2:48 PM	Fire Drill	5:42	2:10	450	70	Partly Sunny 40's	
02/28/2020	3:00 PM	Table Top Exercise	30 min				Cloudy 40's	
03/16/2020	1:51 PM	Shelter In Place	7:57		369	70	Cloudy 50's	

b. HIB reporting: 1 HIN investigation in process discontinued due to COVID-19 shut down; finding TBD

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

Board discussion regarding how the school is handling the Coronavirus, virtual learning, and health of staff.

XIV. Adjournment – 6:02 pm

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