

PRINCIPLE ACADEMY CHARTER
MINUTES FOR BOARD OF TRUSTEES - REGULAR MEETING
 Thursday August 06, 2020, Public Session
 6718 Black Horse Pike, Egg Harbor Township, NJ 08234
 FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statement – 5:29 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	
Gary Hill	X	
Dr. Albert Monillas	X	
Dr. Joseph Stevenson		X

Others Present
Polymath - Dr. Peter Caporilli, Sarah Caporilli, Ed Blake, Rolanda Brewer, Dr. Tony Degatano
Staff: Al Cores, Cydnee Phoenix

III. Board Business – NONE

IV. Approve Agenda

Motion to approve the agenda for the **August 06, 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				Dr. Albert Monillas		x			
Jeanne Eisele		X				Dr. Joseph Stevenson		X			
Gary Hill	2 nd	X									

V. Acceptance of Meeting Minutes

Motion to approve the minutes from the **June 11, 2020** meeting of the Board of Trustees.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta		X				Dr. Albert Monillas	1 st	X			
Jeanne Eisele		X				Dr. Joseph Stevenson		X			
Gary Hill	2 nd	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. Reports – MOVED TO END OF MEETING

1. School Director’s Report & Academic Update
2. Management Company Report
3. Committee Reports

VIII. Adjourn Public Session and Open Executive Session

IX. Adjourn Executive Session and Open Public Session

X. 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 **June 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 **June 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 through **August 06, 2020**.
- c. **Payroll:** To approve the following payrolls:

June 15, 2020	\$186,381.56
June 25, 2020	\$196,773.12
July 15, 2020	\$82,830.42
July 30, 2020	\$86,184.49

- d. To approve **FY21 IDEA** Application:
 - Basic - \$105,862
 - Preschool - \$1,396
- e. To approve **FY21 ESEA** Application:
 - Title I - \$250,417; Title I Reallocated - \$9,038
 - Title II - \$28,672
 - Title IV - \$16,120
- f. To approve the **CARES Emergency Relief Grant** Application in the amount of \$175,504.
- g. **Appoint Independent Audit Firm:** To approve the appointment of **Bowman & Company LLP** to prepare the school’s Comprehensive Annual Financial Report & Auditors Management Report for the fiscal year ending June 30, 2020, at a cost not to exceed \$25,000.

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

2. Contracts/Engagements/Conferences

- a. To approve Hands On Tech LLC to provide the PowerSchool Unlimited Remote Support Package for 2020/21; NTE \$7,500.
- b. To approve the Staples purchase of Chromebooks and Laptops using the funds from the CARES grant; cost NTE \$114,721.25.
- c. To approve PD provided by Wilson Language Training Corp., NTE \$8,000.
- d. To approve the purchase of ‘Go Math, Journeys, Science Dimensions & Into Social Studies – Grade K-6’ with Houghton Mifflin Harcourt, NTE \$7,800.
- e. To approve the purchase of ‘Fundations Classroom Set & Teacher’s Kit’s Level K-3’ with the Wilson Language Training Corp., NTE \$15,600.
- f. To approve Houghton Mifflin Harcourt Dimensions curriculum materials, NTE \$9,000.

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

3. Building & Grounds

- a. To approve the Brandon Restoration contract for building upgrades and maintenance; NTE \$13,500.

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

4. Policy & Compliance

- a. To approve the Workman’s Compensation Insurance policy coverage change from Employers Insurance to NJM Insurance.
- b. To approve Utica Insurance for School Liability and General Umbrella Insurance.
- c. To approve Philadelphia Insurance for Student Accident Insurance.
- d. To approve the updated 2019/2020 school calendar to reflect changes due to COVID-related guidance.
- e. To approve the 2020/2021 School Calendar.
- f. To approve the Reopening Plan for FY 2020/2021.
- g. To approve the Annual Report for 2019/2020.
- h. To approve the District Mentoring Program for 2020/2021.
- i. To approve the Employee Vacation Time “Sell Back” benefit in July and January for any accumulated vacation time in excess of 15 days. Days that are “sold back” will be purchased at the employees’ current rate of pay and on the subsequent payroll.
- j. To approve a \$2,500 healthcare opt out stipend to be paid out of 20 pays starting September 15, 2020.
- k. To approve the following evaluation methods for 2020/2021:
 - Danielson Framework for Teaching to evaluate teaching staff
 - New Leaders Principal Evaluation Rubric in order to evaluate school administrators

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

5. School Instruction

- a. To approve the Before and Aftercare Program for the 2020/2021 School Year; with before care starting at 7:00 a.m. and aftercare running until 6:00 p.m.

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

6. Personnel

- a. To approve the following employees for the “Teacher of the Year” award of \$1,500:
 - Teacher of the Year 2018/2019 – Debra Scott
 - Teacher of the Year 2019/2020 – Aleyce Thompson
- b. To approve the following employees for the Teacher Longevity award of \$3,000 annually to each staff member who attains five years of service at PAC as a teacher:
 - Amanda Hagen-Doring – August 17, 2015
 - Barbara Spaulding – August 17, 2015
- c. To approve Kathryn Kanoff as Psychologist NTE \$70 per meeting / \$270 per psychological evaluation.
- d. To approve the following for Summer work when needed/required:

Name	Position	Hourly Amount	Effective
Diadino Lugo	ESL testing & data input; CST participation	\$35/hour	7/1/20
Debra Scott	CST meeting participation	\$35/hour	7/1/20
Mojisola Dabney	Nurse	\$35/hour	7/1/20
Hollie Simmons	Security	\$25/hour	7/1/20
Eli Gbayee	Home/School Liaison	\$25/hour	7/1/20
Shatira Williams	Attendance Officer; Home/School Liaison	\$25/hour	7/1/20
Donna King	Summer Office Work	\$25/hour	7/1/20

- e. To approve the following stipends:

Name	Stipend	Stipend Paid	Assignment
Cydnee Phoenix	\$1,000/Month NTE \$12k	Per pay 9/1-6/30	Before & Aftercare Coordinator
Rita Baccari	\$50 / NTE \$200	Per Pay 8/3-9/3	Reopening Committee
Larissa Cronick	\$50 / NTE \$200	Per Pay 8/3-9/3	Reopening Committee
Frankie Davis	\$50 / NTE \$200	Per Pay 8/3-9/3	Reopening Committee
Aleyce Thompson	\$50 / NTE \$200	Per Pay 8/3-9/3	Reopening Committee
Antwone Snead	\$500/Week	Per pay 9/1-6/30	Student Activities Coordinator

- f. To accept the following resignations / terminations:

Name	Position	Disposition/Action Taken	Effective
Benita Kluttz-Drye	Dean of Special Education	Resignation	6/15/20
Lauren Trojan	Teacher	Resignation	6/30/20
Lisa DiGiovanni	Teacher	Resignation	7/31/20
Rebecca Nadeau	Teacher	Termination	
Takenya Martin	Office Manager	Resignation	8/14/20

- g. To approve the separation agreement with Benita Kluttz-Drye.
 h. To eliminate the position of Dean of Special Education.
 i. To approve a Summer Savings Program for all 10-month staff through ABCO Credit Union, contract to begin September 1, 2020.
 j. To approve Staff Professional Development from August 19th to September 2nd; Daily Teacher stipend of \$100 and a daily Paraprofessional/Staff stipend of \$50.
 k. To approve the following contractual changes for the 2020/2021 School Year:

Last Name	First Name	Position	Salary	10 / 12	Effective
Hagen-Doring	Amanda	Teacher	\$54,075	10	8/19/2020
Spaulding	Barbara	Instructional Coach	\$65,951	10	8/19/2020
Armour	Erica	Paraprofessional	\$34,000	10	8/19/2020
Baccari	Rita	Math Specialist	\$65,405	10	8/19/2020
Becker-Russo	Dorothy	Special Education Teacher	\$57,485	10	8/19/2020
Bernstein	Hope	Reading Specialist	\$56,981	10	8/19/2020
Bethel	Jeanine	Special Education Teacher	\$75,705	10	8/19/2020
Cronick	Larissa	Teacher	\$56,157	10	8/19/2020
Crump	Marlene	Paraprofessional	\$34,000	10	8/19/2020
Dabney	Moji	School Nurse	\$61,800	10	8/19/2020
Davis	Frankie	Special Education Teacher	\$58,114	10	8/19/2020
Drye	Ariana	Paraprofessional	\$34,000	10	8/19/2020
Frazier	Sharnice	Paraprofessional	\$34,000	10	8/19/2020
Garbaravage	Christine	Teacher	\$52,170	10	8/19/2020
Gardner	Cherese	Teacher	\$56,414	10	8/19/2020
Gbayee	Eli	Discipline Paraprofessional	\$34,000	10	8/19/2020
Gerry	Shawn	Teacher	\$52,170	10	8/19/2020
Holland	Camika	Special Education Teacher	\$60,690	10	8/19/2020
Jaffe	Richeda	Administrative Support	\$37,080	10	8/19/2020
Jones	Sonia	Teacher	\$52,170	10	8/19/2020
Kaiser	Todd	Physical Education Teacher	\$51,912	10	8/19/2020
King	Donna	Paraprofessional	\$34,000	10	8/19/2020
King	Kristin	Teacher	\$53,241	10	8/19/2020
Kopischke	Lisa	Teacher	\$50,400	10	8/19/2020
Lee	Joon	Teacher	\$51,912	10	8/19/2020
Lomagno	Amanda	Teacher	\$56,157	10	8/19/2020
Loo	Susan	Paraprofessional	\$34,000	10	8/19/2020
Lugo	Diadina	ESL Teacher	\$64,120	10	8/19/2020
Marcelin	Elveda	Paraprofessional	\$34,000	10	8/19/2020
Merae Clark	Carissa	Teacher	\$51,912	10	8/19/2020
Mooney	Leigh Ann	Art Teacher	\$53,869	10	8/19/2020
Morrison	David	Music Teacher	\$56,981	10	8/19/2020
Mulino	Tammy	ESL Teacher	\$63,128	10	8/19/2020
Oglesby	Emily	Teacher	\$55,598	10	8/19/2020
Oliver	Hayley	Teacher	\$51,912	10	8/19/2020
Rickards	Christian	Teacher	\$60,770	10	8/19/2020
Riley	Kelly	Physical Education Teacher	\$57,046	10	8/19/2020
Rodriguez	Deborah	Special Education Teacher	\$60,770	10	8/19/2020
Scott	Debra	Computer/STEM Teacher	\$57,680	10	8/19/2020
Silverman	Morgan	Paraprofessional	\$34,000	10	8/19/2020
Simmons	Hollie	School Security Guard	\$34,000	10	8/19/2020
Snead	Antwone	Discipline Paraprofessional	\$34,000	10	8/19/2020
Snyder	Kelly	Dining Hall Manager	\$42,230	10	8/19/2020
Thompson	Aleyce	Teacher	\$60,112	10	8/19/2020

Thornton	Meagan	Teacher	\$53,241	10	8/19/2020
Utuk	Treasure	Guidance Counselor	\$50,000	10	9/3/2020
Vasquez	Cesar	Bilingual Paraprofessional	\$34,000	10	8/19/2020
Williams	Shatira	Attendance Officer	\$39,140	10	8/19/2020
Arango	Rafael	Communications Officer	\$46,900	12	7/1/2020
Cores	Alvaro	Chief School Administrator	\$135,500	12	7/1/2020
Dionne	James	Technology Team Leader	\$85,000	12	7/1/2020
Espinosa	Paula	School Ambassador	\$44,000	12	7/1/2020
Harris	Tywan	Maintenance Supervisor	\$45,000	12	7/1/2020
Knox	Roderick	Assistant to the CSA for Business Affairs	\$77,000	12	7/1/2020
Martin	Takeya	Business Manager	\$45,000	12	7/1/2020
Meister	Georgette	Associate School Director	\$115,000	12	7/1/2020
Nurse	Camille	Registration & Community Coordinator	\$40,000	12	8/1/2020
Phoenix	Cyndee	Dean of Community Engagement/Registrar	\$105,000	12	7/1/2020

I. To approve the following New Hires for 2020/2021 school year:

Last Name	First Name	Position	Salary	10 or 12	Effective
Antonelli	Courtney	Teacher	\$50,200	10	8/19/2020
Lee	Ryan	Teacher	\$50,200	10	8/19/2020
Pearson	Serena	Teacher	\$50,200	10	8/19/2020
Reed	Shannon	Teacher	\$50,650	10	8/19/2020
Ryan	Ashley	Teacher	\$50,200	10	8/19/2020

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

XI. Old/New Business

1. HIB Reporting: 0 Investigations, 0 HIBs
2. Review of Fire/Lockdown drills conducted:

Date	Time	Type	Duration	Egress	# of Students	# Staff	Weather
July 21st	11:21am	Fire	5 mins	63 seconds	0	20	Sunny, 80's
July 21st	2:00pm	Shelter in Place	2 mins	N/A	0	6	Sunny, 80's
July 30th	1:50pm	Lockdown	3 mins	N/A	0	10	Sunny, 90's

XII. Reports – MOVED TO END OF MEETING

1. School Director's Report & Academic Update
2. Management Company Report
3. Committee Reports

XIII. Adjournment - 6:08 pm

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