

PRINCIPLE ACADEMY CHARTER
REGULAR MEETING
 Thursday October 8, 2020, Public Session
 6718 Black Horse Pike, Egg Harbor Township, NJ 08234
 FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statement – 5:35 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	6:11 ED
Gary Hill	X	
Dr. Albert Monillas	X	
Dr. Joseph Stevenson		X

Others Present
Polymath – Dr. Peter Caporilli, Sara Caporilli, Rolanda Brewer
Michael Falkowski – School Business Administrator
Alvaro Cores - PAC
Tina Smith - HighMark
Suzanne Metzgar -

III. Board Business

- Board Governance Training Update
- Distribution of the Board Self Evaluation Tool
- To approve Appendix B Board Self Evaluation Tool for FY21.

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

IV. Approve Agenda

- Motion to approve the agenda for the **October 08, 2020** regular 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		X			
Jeanne Eisele	2	X				Dr. Joseph Stevenson					X
Gary Hill	1	X									

V. Acceptance of Meeting Minutes

- Motion to approve the minutes from the **August 06, 2020** meeting of the Board of Trustees.

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

VI. Public Comment – Tina Smith from HighMark introduced herself.

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. Adjourn Public Session and Open Executive Session – 5:45 PM

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

VIII. Legal matters discussed

IX. Adjourn Executive Session and Open Public Session – 6:04 PM

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

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 **July, August, and September 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 **July, August, and September 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 **October 08, 2020**.
- c. **Payroll:** To approve the following payrolls:

August 15, 2020	\$70,591.72
August 30, 2020	\$91,426.74
September 15, 2020	\$192,119.14
September 30, 2020	\$194,606.26

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

2. Contracts/Engagements/Conferences

- a. To approve the following contracts for FY21:
 - iReady From Curriculum Associates NTE \$23,100; Digital access to the ELA and Math personalized instruction/assessments and tools for the 2020-21 School Year.
 - Renaissance Accelerated Reader, Renaissance myON Reader, Renaissance Star Early Literacy, Renaissance Star Math and Renaissance Star Reading NTE \$9,396 for the 2020-21 School Year.
 - Learning Services Muzzy Club for schools online Spanish language classroom subscription containing activities, videos, games, lesson plans, and cultural lessons NTE \$1,545.

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

3. Building & Grounds - None

4. **Policy & Compliance**

- a. To approve the addition of a voluntary 403B option for staff, details TBD.
- b. To approve the HIB Self-Assessment for 2020-2021.
- c. To approve the Student Handbook for 2020-2021.
- d. To approve the State Memorandum of Agreement between PAC and Law Enforcement Officials for 2020-2021.

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

5. **School Instruction - None**

6. **Personnel**

- a. To accept the following resignations / terminations:

Name	Position	Disposition/Action Taken	Effective
Takenya Martin	Office Manager	Resignation	8/14/2020
Ariana Drye	Paraprofessional	Resignation	8/14/2020
Mojisola Dabney	Nurse	Resignation	8/18/2020
Tammy Mulino	ESL Teacher	Resignation	8/21/2020
Tywan Harris	Maintenance Supervisor	Resignation	8/27/2020
Alyece Thompson	Teacher	Resignation	8/31/2020
Roderick Knox	Assistant to the CSA for Business Affairs	Resignation	9/2/2020
Shatira Williams	Attendance Officer	Resignation	10/23/20

- b. To eliminate the position of Office Manager.
- c. To eliminate the position of Assistant to the CSA for Business Affairs.
- d. To approve Disability Leave for Camika Holland until 10/15/2020.
- e. To approve the tuition reimbursement of \$2,703.27 to Lulia Avila for ESL endorsement coursework-qualifying her for an emergency cert in ESL.
- f. To approve the following contractual changes for the 2020/2021 School Year:

Last Name	First Name	Position	Salary	10 / 12	Effective
Kerr	Susan	Child Study Team	\$26/ Hr	12	7/1/2020
Nurse	Camille	Registration and Community Coordinator	\$44,000	12	8/1/2020
Espinosa	Paula	School Ambassador	\$45,000	12	8/1/2020
Arango	Rafael	Communications Officer	\$60,000	12	8/1/2020
Bernstein	Hope	Reading Specialist	\$60,988	10	9/1/2020
Davis	Frankie	Special Education Teacher	\$60,988	10	9/1/2020
Simmons	Hollie	Security Officer	\$40,000	10	9/1/2020
Hagen-Doring	Amanda	Teacher	\$58,598	10	9/1/2020
Lugo	Diadina	ESL Department Chairperson	\$72,000	10	9/1/2020
Clark	Carissa	Paraprofessional	\$34,000	10	9/1/2020
Williams	Shatira	Attendance Officer	\$25/Hr	10	9/8/2020
Mooney	Leigh Ann	Art Teacher	\$35/Hr	10	10/1/2020
Middleton	Jade	Paraprofessional	\$34,000	10	8/24/2020
King	Donna	Human Resources Generalist	\$51,000	12	9/16/2020
Frazier	Sharnice	Attendance Officer	\$40,000	10	11/1/2020
Gilliard	Silka	Part Time Cafeteria Foreperson	\$17.47 /Hr	10	9/1/2020

Hare	Veda	Part Time Cafeteria Staff	\$14.84/Hr	10	9/1/2020
Victoria	Juana	Part Time Cafeteria Staff	\$14.15/Hr	10	9/1/2020

g. To approve the following New Hires for 2020/2021 School Year:

Last Name	First Name	Position	Salary	10 or 12	Effective
Braithwaite	Antoine	Custodian	\$36,500	12	9/1/2020
Mendoza	Sayuris	Custodian	\$36,000	12	8/28/2020
Avila	Iulia	ESL Teacher	\$50,200	10	8/24/2020
Haraksin	Alay'ziah	Teacher	\$50,200	10	8/24/2020
Bara-Protesto	Despina	ESL Teacher	\$56,157	10	8/31/2020
Accardi	Christopher	Teacher	\$55,951	10	8/31/2020
Leatherberry	Patrice	Paraprofessional	\$34,000	10	10/5/2020
Bennett	Karli	Paraprofessional	\$34,000	10	10/12/2020
Kabusk	Jennifer	Teacher	\$50,200	10	TBD

h. To approve the following employees for the Attendance Bonuses for Regularly Scheduled Staff:

Staff	Bonus	Effective
Hope Bernstein	\$350	10/15/20
Alvaro Cores	\$350	10/15/20
James Dionne	\$350	10/15/20
Sonia Jones	\$350	10/15/20
Amanda Lomagno	\$350	10/15/20
Susan Loo	\$350	10/15/20
Barbara Spaulding	\$350	10/15/20
Antwone Snead	\$350	10/15/20
Kelly Snyder	\$350	10/15/20

i. To approve the following Stipends:

Staff	Stipend	Term / Effective	Role/Program
Carissa Clark	\$100 Per Diem	9/1-9/30	Acting Lead
James Fraser	\$175 Per Diem	9/17/2020	Clerk of Works
Eli Gbayee	\$50 Per Diem	9/9/2020	Home /School Liaison
Michael Bailey	\$200 Per Diem	9/9/2020	Elocution Coaching/Instruction
Nathaniel Brown	\$58/Session NTE \$1508	26 Sessions Oct-Dec	Basketball
Althea Saunders	\$58/Session NTE \$1508	26 Sessions Oct-Dec	Boxing
Sharrise Hoskins	\$58/Session NTE \$1508	26 Sessions Oct-Dec	Yoga
James Dionne	\$58/Session NTE \$1508	26 Sessions Oct-Dec	Karate
Shannon Reed	\$58/Session NTE \$1508	26 Sessions Oct-Dec	Drama

j. To ratify/approve the following additional staff as Mentors in the Mentor/ Mentee program FY21:

Staff	Position	Certification	Payment Schedule	Mentee
Hope Bernstein	Mentor	CEAS	\$550 over 19 payrolls	Ashley Ryan
Hope Bernstein	Mentor	CEAS	\$550 over 19 payrolls	Christopher Accardi
Frankie Davis	Mentor	CEAS	\$550 over 19 payrolls	Lisa Kopischke
Amanda Doring	Mentor	CEAS	\$550 over 19 payrolls	Ala'Ziah Haraksin
Kelly Riley	Mentor	CEAS	\$293 over 19 payrolls	Todd Kaiser
Emily Oglesby	Mentor	CEAS	\$550 over 19 payrolls	Courtney Antonelli
Rita Baccari	Mentor	CEAS	\$220 over 19 payrolls	Joon Lee
Rita Baccari	Mentor	CEAS	\$550 over 19 payrolls	Ryan Lee
Barbara Spaulding	Mentor	CEAS	\$220 over 19 payrolls	Hayley Oliver
Barbara Spaulding	Mentor	CEAS	\$550 over 19 payrolls	Serena Pearson

Diadina Lugo	Mentor	CEAS	\$550 over 19 payrolls	Iulia Avila
Diadina Lugo	Mentor	CEAS	\$550 over 19 payrolls	Despina Bara-Protosto

- k. To approve the following employee for the Teacher Longevity award of \$3,000 annually to each staff member who attains five years of service at PAC as a teacher:
 - Emily Oglesby 11/14/15
- l. To approve the following employees for the Staff Longevity award of \$1,800 annually to each non-teaching staff member who attains five years of service at PAC:
 - Paula Espinosa 4/21/15
 - Kelly Snyder 8/17/15
 - Elveda Marcelin 11/04/15
- m. To approve the following employees for the Hourly Staff Longevity award of \$500 for each hourly staff member who attains five years of service at PAC:
 - Silka Gilliard 8/17/15
 - Veda Hare 8/17/15
- n. To approve overtime hours for the following employees for the FY21 School Year based on their hourly rate and paid at 1.5 times should their primary roles require more than 40 hours per week; NTE 50 hours:

Staff	Hourly Rate
Antione Braithwaite	\$17.54
Paula Espinosa	\$21.63
Sharnice Frazier	\$23.08
Sayuris Mendoza	\$17.31
Camille Nurse	\$21.15
Hollie Simmons	\$23.08

- o. To approve Cydnee Phoenix as Asbestos Management/PEOSA Officer, Safety and Health Coordinator, Indoor Air Quality, Integrated Pest Management, Right to Know and Chemical Hygiene Coordinator & Wellness Policy Coordinator for the 2020/2021 School Year.
- p. To appoint Donna King as Affirmative Action Officer, Title IX Compliance Officer and Substance Awareness Coordinator for the 2020/2021 School Year.

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

XI. Old/New Business

1. Expansion Resolution:

WHEREAS, the Principle Academy Charter School received a charter renewal from the State of New Jersey 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 6th year of operation;

WHEREAS, the Principle Academy Charter Schools is proposing to expand to grades 7 & 8 beginning with the 2021-2022 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. 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 & 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				Dr. Albert Monillas	2	X			
Jeanne Eisele					X	Dr. Joseph Stevenson					X
Gary Hill	1	X									

XII. Additional 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
9/16/20	3:17 pm	Fire Drill	4:00	1:00	0	15	Sunny 70's
9/22/20	2:23	Lockdown	4:30		0	30	Sunny 70's

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

XIII. Reports – Introduce Ms. Smith – HighMark

XIV. Adjournment – 6:18 PM

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