

**PRINCIPLE ACADEMY CHARTER
REGULAR MEETING MINUTES**

Thursday, December 10, 2020, Public Session
6718 Black Horse Pike, Egg Harbor Township, NJ 08234
FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statements – 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	
Gary Hill	X	
Dr. Albert Monillas	X	
Dr. Joseph Stevenson		X

Others Present

III. Approve Agenda

- Motion to approve the agenda for the **December 10, 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	2 nd	X				Dr. Joseph Stevenson					X
Gary Hill		X									

IV. Acceptance of Meeting Minutes

- Motion to approve the minutes from the **October 08, 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		X			
Jeanne Eisele	2 nd	X				Dr. Joseph Stevenson					X
Gary Hill	1 st	X									

V. 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.

VI. Reports

VII. Adjourn Public Session and Open Executive Session

VIII. Adjourn Executive Session and Open Public Session

IX. Regular Motions for Approval

1. Finance

- Board Secretary's Report and Bank Reconciliation Report:** To approve the preliminary Board Secretary's Report and Bank Reconciliation Report for **October and November 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 **October and November 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 **December 10, 2020.**
- c. **Payroll:** To approve the following payrolls:

October 13, 2020	\$197,382.06
October 30, 2020	\$192,152.67
November 13, 2020	\$190,013.87
November 23, 2020	\$184,223.16

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									

2. Contracts/Engagements/Conferences

- a. To approve Delta- T Group Social Work, Education, and Behavioral Staffing Contract for 2020-2021.
- b. To approve Atlantic County Special Services Itinerant Contract for 2020-2021.
- c. To approve Bayada Home Health Care School Nurse Contract for 2020-2021.
- d. To approve School Safety and Security Consultants to review and update the PAC School Crisis Manual; NTE \$1,000.
- e. To approve subscription to GoGuardian Classroom management, filtering and monitoring software for 2020-2021; NTE \$6,600.
- f. To approve the subscription to the Kami app for PDF and document annotation and collaboration for 2020-2021; NTE \$2,000.
- g. To approve the subscription to BrainPop online education services for 2020-2021; NTE \$3,500.
- h. To approve the Star Renaissance updated purchase Renaissance Star Math and Renaissance Star Reading NTE \$9,396 for the 2020 – 21 school year; NTE \$2,000.

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		X				Dr. Joseph Stevenson					X
Gary Hill	2 nd	X									

3. Building & Grounds

4. Policy & Compliance

- a. To approve Crisis Plan updates FY 2020/2021
- b. To approve Reopening Plan updates FY 2020/2021

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

5. School Instruction

6. Personnel

- a. To accept the following resignations/terminations FY 21:

Name	Position	Disposition/Action Taken	Effective
Kelly Riley	Phys Ed Teacher	Resignation	11/9/20
Hollie Simmons	Security Officer	Resignation	11/15/20
Treasure Utuk	Guidance Counselor	Resignation	11/24/20
Carissa Clark	Paraprofessional	Resignation	12/7/20
Hayley Oliver	Teacher	Resignation	12/22/20

- b. To eliminate the position of Guidance Counselor.
- c. To approve Disability Leave for Camika Holland until 1/3/2021.

- d. To approve reimbursement of LTI Language Testing International testing fees totaling \$384 to Lulia Avila.
- e. To approve reimbursement of ISTE Technology Conference fees totaling \$195 to James Dionne.
- f. To approve John Keenan as the NJSARP/NJASA mentor to Alvaro Cores.
- g. To approve the tuition reimbursement of \$2,703.27 to Lulia Avila for ESL endorsement coursework-qualifying her for a Temporary Certificate of Eligibility in ESL.
- h. To approve the following contractual changes for the 2020-2021 school year:

Last Name	First Name	Position	Salary	10 / 12	Effective
Snead	Antwone	Lead Security Officer	\$43,000	10	11/18/20
Gbayee	Eli	Climate and Culture Specialist	\$40,000	10	12/1/20
Jean	Yolanda	Paraprofessional	\$34,000	10	12/1/20

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

Last Name	First Name	Position	Salary	10 / 12	Effective
Igboanugo	Promise	Security Officer	\$40,000	10	11/30/20
Carlson	Jessica	School Nurse	\$70,000	10 mo, 10 day	12/15/20
Kazmi	Sarah	Social Worker	\$57,000	10 mo, 10 day	12/14/20
Lovett	Shahid	Paraprofessional	\$34,000	10	12/09/20
Anderson	Nadirah	Paraprofessional	\$34,000	10	12/14/20

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

Staff	Position	Certification	Payment schedule	Mentee
Barbara Spaulding	Mentor	CEAS	\$550 over 17 Payrolls	Jennifer Kabusk
Amanda Doring	Mentor	CEAS	\$246.74 over 14 Payrolls	Todd Kaiser

- k. To approve the following overtime hours for the following employees for the FY 21 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
Antwone Snead	\$29.21
Promise Igboanugo	\$27.17
Eli Gbayee	\$27.17

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	2 nd	X				Dr. Joseph Stevenson					X
Gary Hill		X									

X. Old/New Business

HIB Reporting: 0 Investigations 0 HIBS.

- 1. Review of Fire/Lockdown drills conducted:

Date	Time	Type	Duration	Egress	# of Students	# Staff	Weather
10/15/20	2:45 PM	Active Shooter	4:48		0	15	Sunny 60's
10/29/20	3:45 PM	Fire Drill	2:56	1:25	0	15	Sunny 60's
11/30/20	3:35 PM	Fire Drill	3:00	1:10	0	12	Cloudy 50's
11/30/20	3:40 PM	Shelter In Place	3:42		0	12	Cloudy 50's

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. Adjournment – 5:45 pm

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