

**PRINCIPLE ACADEMY CHARTER
REGULAR MEETING MINUTES**
Thursday, February 11, 2021, 5:30 PM
6718 Black Horse Pike, Egg Harbor Township, NJ 08234
FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statements – 5:31 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
Peter Caporilli
Sarah Caporilli

III. Approve Agenda

1. Motion to approve the agenda for the **February 11, 2021** 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

1. Motion to approve the minutes from the **December 10, 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				Dr. Albert Monillas		X			
Jeanne Eisele		X				Dr. Joseph Stevenson	2 nd	X			
Gary Hill					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 – NONE

VIII. Adjourn Executive Session and Open Public Session – NONE

IX. 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 **December 2020 and January 2021**, 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 **December 2020 and January 2021** 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 **February 11, 2021.**
- c. **Payroll:** To approve the following payrolls:

December 15, 2020	\$186,785.12
December 23, 2020	\$195,542.08
January 15, 2021	\$193,798.81
January 29, 2021	\$195,554.86

- d. To accept the 2019-2020 CAFR (Comprehensive Annual Financial Report) & AMR (Auditor's Management Report).
- e. To approve the CAP (Corrective Action Plan) pertaining to the 2019-2020 CAFR.

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

2. Contracts/Engagements/Conferences

3. Building & Grounds

4. Policy & Compliance

- a. To approve the Title I Parent Involvement Policy.
- b. To approve the Title I School- Parent Compact.

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						

5. School Instruction

6. Personnel

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

Name	Position	Disposition/Action Taken	Effective
Ashley Ryan	Teacher	Resignation	12/31/20
Shannon Reed	Teacher	Resignation	12/31/20
Promise Igboanugo	Security Officer	Resignation	1/22/21

- b. To approve the separation agreement with Promise Igboanugo.
- c. To approve disability leave for Camika Holland until 02/15/2021.
- d. To approve Vincent J. Palmieri, JR. as the NJSARP/NJASA mentor to Alvaro Cores.
- e. To approve tuition reimbursement of \$1500 to Lulia Avila for ESL endorsement coursework-qualifying her for a Temporary Certificate of Eligibility in ESL.
- f. To approve the following contractual changes for the 2020-2021 school year:

Last Name	First Name	Position	Salary	10 / 12	Effective
Lovett	Shahid	Security Officer	\$40,000	10	02/05/21
Griffiths	Ashley	Teacher	\$51,706	10	01/29/21
Schmittenger	James	Phys Ed Teacher	\$51,706	10	TBD

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

Last Name	First Name	Position	Salary	10 / 12	Effective
Klingener	Catherine	Teacher	\$54,064	10	01/04/21
Vannella	Julianne	Teacher	\$51,706	10	01/04/21
Griffiths	Ashley	Substitute Teacher	\$150/Day	Per Diem	01/04/21
Schmittenger	James	Substitute Teacher	\$150/Day	Per Diem	01/11/21

Roth	Jessica	Special Education Teacher	\$53,915	10	02/16/21
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h. To approve the following stipends:

Staff	Stipend	Term/Effective	Role/Program
Althea Saunders	\$58/Session NTE \$1508	26 Sessions Jan-Mar	Boxing
Sharrise Hoskins	\$58/Session NTE \$1508	26 Sessions Jan-Mar	Yoga
James Dionne	\$58/Session NTE \$1508	26 Sessions Jan-Mar	Karate

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

Staff	Position	Certification	Payment schedule	Mentee
Christian Rickards	Mentor	CEAS	\$347.35 over 11 payrolss	Christopher Accardi
Christian Rickards	Mentor	CEAS	\$366.85 over 11 payrolls	Julianne Vannella
Rita Baccari	Mentor	CEAS	\$366.85 over 11 payrolls	Catherine Klingener

j. 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:

- Susan Loo - 02/22/16

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	2 nd	X			
Gary Hill					X						

X. Old/New Business

- HIB Reporting: 0 Investigations 0 HIBS.
- Review of Fire/Lockdown drills conducted:

Date	Time	Type	Duration	Egress	# of Students	# Staff	Weather
12/21/2020	2:02 PM	Fire Drill	4:02	1:54	0	14	Cloudy 40s
12/23/2020	2:49 PM	Bomb EVAC	3:56	n/a	0	6	Sunny 40s
01/29/2021	2:15 pm	Fire Drill	2:23	:59	0	19	Sunny 30's
01/29/2021	2:29	Shelter in Place	1:32	n/a	0	19	Sunny 30's

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

Board had a general discussion about the expansion application, facilities and students returning to the building.

XI. 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	2 nd	X			
Jeanne Eisele		X				Dr. Joseph Stevenson		X			
Gary Hill					X						