

**PRINCIPLE ACADEMY CHARTER
REGULAR MEETING MINUTES**
Thursday July 08, 2021 4:30 PM
6718 Black Horse Pike, Egg Harbor Township, NJ 08234
FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statements – 4:33 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
Louis Niedelman, Board Attorney
Sara Caporilli, Polymath
Cydnee Phoenix
Donna King
Peter Caporilli, Polymath
Rolanda Brewer, Polymath

III. Board Business

1. To approve the following board members for a 3-year term renewal on the Principle Academy Charter School Board of Trustees Starting July 1, 2021 and ending June 30, 2024:

- Jeanne Eisele
- Gary Hill
- Dr. Albert Monillas

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, see Abstain		X, just himself							

IV. Approve Agenda

1. Motion to approve the agenda for the **July 8, 2021** regular meeting of the Board of Trustees.

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					X	Dr. Joseph Stevenson		X			
Gary Hill	1 st	X									

V. Acceptance of Meeting Minutes

1. Motion to approve the minutes from the **June 10, 2021** 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	2 nd	X			
Gary Hill		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 – All Submitted
- VIII. Adjourn Public Session and Open Executive Session – Moved to the end
- 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 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 **June 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 **July 08, 2021**.
- c. **Payroll:** To approve the following payrolls:

June 15, 2021	\$203,493.35
June 25, 2021	\$211,229.64

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									

2. Contracts/Engagements/Conferences

- a. To approve **White Harris** to provide Yealink T54W phones and Elevate Pro Cloud PBX service with unlimited local and long distance calling and connection NTE \$2,500/ month.
- b. To approve **3R Premium Commercial Cleaning Services** for deep cleaning and fogging treatments NTE \$1,600/month.

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 the following evaluation methods for FY 2021/2022:
 - Danielson Framework for Teaching to evaluate teaching staff
 - New Leaders Principal Evaluation Rubric in order to evaluate school administrators
- b. To approve the FY 2021 – 2022 School Calendar.

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									

5. School Instruction

- a. To approve the Family Support Specialists (FSS) Team of 12 staff members at \$125/week from 9/1/21-6/30/22 to assist in facilitating the home and school connection. FSS team members will communicate with teachers and parents on a daily basis to ensure that family and students needs are being met.

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					X	Dr. Joseph Stevenson		X			
Gary Hill	1 st	X									

6. Personnel

a. To approve the following PAC Summer Camp/ ESY Program Staff:

Name	Position	Rate
Patrice Leatherberry	Paraprofessional	\$28/hr NTE 80 hrs
Erica Armour	Paraprofessional	\$28/hr NTE 80 hrs
Cesar Vasquez	Paraprofessional	\$28/hr NTE 80 hrs
Cherese Gardner	Teacher	\$40/hr NTE 80 hrs
Kelly Snyder	Summer Inventory/Distribution	\$28/hr NTE 80 hrs
TBD	WIDA Screening/Testing	\$40/hr NTE 50 hrs

- b. To approve Cydnee Phoenix \$1,000/Month Before and After Care Stipend; Starting 7/1-6/30/22.
 c. To approve Antwone Snead \$500/Week Student Activities Coordinator Stipend; Starting 7/1-6/30/22.
 d. To approve the following resignations/non-renewals FY 22:

Name	Position	Type	Effective
Christopher Accardi	Teacher	Resignation	6/30/21
Meagan Thornton	Teacher	Resignation	6/30/21
Courtney Antonelli	Teacher	Resignation	6/30/21
Brian Spells	Paraprofessional	Termination	6/30/21

- e. To eliminate the following positions:
- ESL Department Chairperson
 - Math Specialist
 - Reading Specialist
- f. To approve the South Regional Institute (SRI) and Educational Technology Training Center (ETTC) to provide professional development hours to satisfy the New Jersey Department of Education Professional Development “100 hours” requirement.

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									

X. 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	Other
6/7/21	1:23 PM	Fire Drill A Cohort	3:34	1:22	143	55	Sunny 90's	A Cohort
6/8/21	3:14 PM	Active Shooter A Cohort	4:00		152	55	Sunny 80's	A Cohort
6/10/21	2:54 PM	Active Shooter B Cohort	3:18		165	55	Sunny 80's	B Cohort
6/11/21	1:26 PM	Fire Drill B Cohort	3:14	1:23	147	55	Cloudy 60's	B Cohort

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									

XI. Adjourn Public Session and Open Executive Session – 4:42 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				X		Dr. Joseph Stevenson		X			
Gary Hill	2 nd	X									

Board adjourns to closed session to discuss a legal matter in regards to an ex-employee lawsuit.

XII. Adjourn Executive Session and Open Public Session – 5:02 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				X		Dr. Joseph Stevenson		X			
Gary Hill	2 nd	X									

XIII. Adjournment – 5:03 PM

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	2 nd	X			
Gary Hill		X									