

**PRINCIPLE ACADEMY CHARTER  
REGULAR MEETING MINUTES**  
Wednesday August 11, 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 - 4:34 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, Polymath
Sara Caporilli, Polymath
Ed Blake, Polymath
Rolanda Brewer, Polymath

**III. Board Business**

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

**IV. Approve Agenda**

- Motion to approve the agenda for the **August 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	2 <sup>nd</sup>					Dr. Albert Monillas		X			
Jeanne Eisele						Dr. Joseph Stevenson					X
Gary Hill	1 <sup>st</sup>										

**V. Acceptance of Meeting Minutes**

- Motion to approve the minutes from the **July 08, 2021** meeting of the Board of Trustees.

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

**VI. 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.

**VII. Reports – All Submitted**

**VIII. Adjourn Public Session and Open Executive Session - NONE**

**IX. Adjourn Executive Session and Open Public Session - NONE**

**X. Amendment to Reorganization Motions**

- Appoint Asbestos Management/PEOSA Officer, Safety & Health Coordinator, Indoor Air Quality, Integrated Pest Management, Right to Know and Chemical Hygiene Coordinator

BE IT RESOLVED: that the Principle Academy Charter School, Board of Trustees approves the Resolution to appoint **Alvaro Cores** as Asbestos Management/PEOSA Officer, Safety & Health Coordinator, Indoor Air Quality, Integrated Pest Management, Right to Know and Chemical Hygiene Coordinator for the 2021/2022 school year.

2. Appoint Bilingual Advisory Committee Coordinator and Title 3 Coordinator

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, Hereby appoints **Alvaro Cores** to be the Bilingual Advisory Committee Coordinator and Title 3 Coordinator.

3. Appoint School Improvement Panel (ScIP) Coordinator

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, Hereby appoints **Georgette Meister** as the School Improvement Panel (ScIP) Coordinator.

4. Appoint an Affirmative Action Officer, Title IX Compliance Officer and Substance Awareness Coordinator

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, hereby appoints **Alvaro Cores** as the Affirmative Action Officer, pursuant to N.J.A.C 6:4-1.4 and Title IX Officer and Substance Awareness Coordinator for the 2021/2022 school year.

5. ESEA Title I & II Coordinator

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, hereby retroactively appoints **Georgette Meister** as the ESEA Title I & II Coordinator for the 2021/2022 school year.

6. Appoint Homeless Liaison

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, hereby appoints **Cydnee Phoenix** as the Homeless Liaison for the 2021/2022 school year.

7. Appoint Section 504 Administrator & SEMI Coordinator

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, hereby appoints **Stephanie Wroniuk** as the Section 504 Administrator, pursuant to N.J.A.C 6:4-1.4 , SEMI Coordinator and I&RS Coordinator for the 2021/2022 school year.

8. Appoint a Section 504 Compliance Officer

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, hereby appoints **Stephanie Wroniuk** as the 504 Compliance Officer, pursuant to Section 504-1973 Rehabilitation Act, for the 2021/2022 school year.

9. Appoint a HIB/Anti-Bully Coordinator

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, hereby appoints **Stephanie Wroniuk** as the HIB/Anti-Bully Coordinator for the 2021/2022 school year.

10. Appoint Independent Audit Firm

BE IT RESOLVED: that the Principle Academy Charter School, upon the recommendation of the School Director, hereby appoints **Galleros Robinson CPAs, LLP** to prepare the school's Comprehensive Annual Financial Report & Auditors Management Report for the Fiscal Year ending June 30, 2021, at a cost Not To Exceed **\$30,000**

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

**XI. Regular Motions for Approval**

**1. Finance**

- a. **Bills List:** To approve bills list through **August 11, 2021.**
- b. **Payroll:** To approve the following payrolls:

July 15, 2021	\$73,613.60
July 30, 2021	\$78,460.81

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

**2. Contracts/Engagements/Conferences**

- a. To approve Atlantic County Special Services Itinerant Contract for 2021-2022 SY.
- b. To approve Delta T Group Social Work, Education, and Behavioral Staff Contract for 2021-2022 SY.
- c. To approve the ieComfort purchase of portable HEPA air purifiers using the funds from the ESSER II grant; NTE \$37,000.
- d. To approve the Burges Trenton Awning purchase of front/side/rear entry door awnings; NTE \$14,000.
- e. To approve /ratify the following Field Trips/ Activities:

Cape May Zoo	8am -12pm	July 17, 2021	NTE \$1100
PAC Field Day	8am – 12pm	July 29, 2021	NTE \$600

- f. To approve school wide access to Nearpod for FY 22; NTE \$5,000.
- g. To approve Renaissance myOn Reader, Renaissance Star Early Literacy, Renaissance Star Math and Renaissance Star Reading; NTE \$12,500 for the 2021-2022 school year.
- h. To approve the purchase of Houghton Mifflin Harcourt Science Dimensions curriculum materials, NTE \$7,900.
- i. To approve the purchase of Wilson Language Training Corp Foundations Classroom Sets & Teacher’s Kits Level k-3; NTE \$15,600.
- j. To approve iReady from Curriculum Associates Digital access to the ELA and Math personalized instruction / assessments and tools for the 2021-2022 School Year ; NTE \$24,000.
- k. To approve the contract with **Galleros Robinson CPAs, LLP** to perform the audit of the 2020-2021 SY.

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

**3. Building & Grounds**

**4. Policy & Compliance**

- a. To approve the Annual Report for 2020/2021.
- b. To approve the 2021-22 Employee Handbook.

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

**5. School Instruction**

**6. Personnel**

- a. To approve a \$2,500 healthcare opt-out stipend to be paid out of 20 pays starting September 15, 2021.
- 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:
  - Rita Baccari
  - Debra Scott
- c. To approve a Summer Savings Program for all 10-month staff through ABCO Credit Union, contract to begin September 01, 2021.
- d. To approve Staff Professional Development from August 23<sup>rd</sup> to September 1, 2021; Daily Teacher stipend of \$100 and a daily Paraprofessional/Staff stipend of \$50.
- e. To approve a Peer – to – Peer Professional Development Program and (9) teachers TBD as Peer – To – Peer Professional Development presenters. Compensation will be \$370 per PD session (3 hours at \$40 per hour prep plus \$250).
- f. To have the Board approve the use of the PAC facility for Parent/Teacher Connection meetings for FY 2021/2022.
- g. To accept the following resignations:

Name	Position	Effective
James Schmittinger	Phys Ed Teacher	06/30/2021

h. To approve the following contractual changes for the 10-month Staff 2021/2022 School Year:

Name	Position	FY 22 Salary	Effective Date
Sharnice Frazier	Attendance Officer	\$41,000	9/1/2021
Cesar Vasquez	Bilingual Paraprofessional	\$34,850	9/1/2021
Eli Gbayee	Climate & Culture Specialist	\$41,000	9/1/2021
Kelly Snyder	Dining Hall Manager	\$45,131	9/1/2021
Despina Bara-Protesto	ESL Teacher	\$61,640	9/1/2021
Diadina Lugo	ESL Teacher	\$72,720	9/1/2021
Iulia Avila	ESL Teacher	\$57,342	9/1/2021
Barbara Spaulding	Instructional Coach	\$73,180	9/1/2021
Courtney Braxton	Paraprofessional	\$34,850	9/1/2021
Elveda Marcelin	Paraprofessional	\$36,695	9/1/2021
Erica Armour	Paraprofessional	\$34,850	9/1/2021
Karli Bennett	Paraprofessional	\$34,850	9/1/2021
Marlene Crump	Paraprofessional	\$34,850	9/1/2021
Morgan Silverman	Paraprofessional	\$34,850	9/1/2021
Patrice Leatherberry	Paraprofessional	\$34,850	9/1/2021
Susan Loo	Paraprofessional	\$36,695	9/1/2021
Todd Kaiser	Physical Education Teacher	\$59,181	9/1/2021
Jessica Carlson	School Nurse (10 mo/ 10 day)	\$71,750	9/1/2021
Sarah Kazmi	Social Worker (10 mo / 10 day)	\$58,425	9/1/2021
Deborah Rodriguez	Special Education Teacher	\$70,180	9/1/2021
Dorothy Becker-Russo	Special Education Teacher	\$65,581	9/1/2021
Frankie Davis	Special Education Teacher	\$66,531	9/1/2021
Jeanine Bethel	Special Education Teacher	\$76,462	9/1/2021
Jessica Roth	Special Education Teacher	\$62,767	9/1/2021
Katherine Friedman	Special Education Teacher	\$64,521	9/1/2021
Lisa Kopischke	Special Education Teacher	\$57,342	9/1/2021
Alay'ziah Haraksin	Teacher	\$57,342	9/1/2021
Amanda Doring	Teacher	\$67,604	9/1/2021
Amanda Auletta	Teacher	\$61,640	9/1/2021
Ashley Griffiths	Teacher	\$57,342	9/1/2021
Catherine Klingener	Teacher	\$58,823	9/1/2021
Cherese Gardner	Teacher	\$62,562	9/1/2021
Emily Oglesby	Teacher	\$67,604	9/1/2021
Jennifer Kabusk	Teacher	\$57,342	9/1/2021
Joon Lee	Teacher	\$59,181	9/1/2021
Julianne Vannella	Teacher	\$57,342	9/1/2021
Kristin King	Teacher	\$63,018	9/1/2021
Larissa Cronick	Teacher	\$61,640	9/1/2021
Rita Baccari	Teacher	\$71,026	9/1/2021
Ryan Lee	Teacher	\$57,342	9/1/2021
Serena Pearson	Teacher	\$57,342	9/1/2021
Shawn Gerry	Teacher	\$59,181	9/1/2021
Sonia Jones	Teacher	\$60,078	9/1/2021
Christian Rickards	Teacher	\$70,180	9/1/2021
Christine Garbaravage	Teacher	\$59,181	9/1/2021
Debra Scott	Teacher	\$61,985	9/1/2021

i. To approve the following salary rate changes for hourly staff FY 2021-2022:

Name	Position	FY 22 Rate	Notes
Silka Gilliard	Part Time Cafeteria Foreperson	\$17.91	Based on 33 hrs/week, 10 months
Juana Victoria	Part Time Cafeteria Staff	\$14.50	Based on 25 hrs/ week, 10 months
Veda Hare	Part Time Cafeteria Staff	\$15.21	Based on 14 hrs/ week, 10 months

j. To approve the following New Hires for the FY 2021-2022 (10 month staff):

Name	Position	FY 22 Salary	Effective Date
Rebecca Palamara	Music Teacher	\$57,342	09/01/2021

Dylan Perry	Teacher	\$55,584	09/01/2021
Alaire Kupseta	Teacher	\$57,342	09/01/2021

k. To accept the following contractual changes for FY 22 : From hourly to 10 month employee:

Name	Position	FY 22 Salary	Effective Date
Jennifer Manno	Social Worker/Building substitute	\$50,000	09/01/2021
Emily Rowe	Teacher	\$55,584	09/01/2021

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

- Emily Rowe , Teacher , \$40/hr NTE 80 hrs

m. To approve the Before & Aftercare program for the 2021-2022 school year ; Before Care 7 am – 8 am, After Care 4 pm – 6 pm; a total of (4) staff members working per day – (1) Para, (2) Teachers, (1) Office / Security:

- Rates for Before Care Program Per Diem:
  - Teachers - \$22.50
  - Paraprofessionals - \$15
  - Office/Security - \$15
- Rates for After Care Program Per Diem:
  - Teachers - \$60
  - Paraprofessionals - \$40
  - Office/Security - \$40

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

#### XI. Old/New Business

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

Date	Time	Type	Duration	Egress	# of Students	# Staff	Weather	Other
7/22/21	9:13 am	Fire Drill	3:22	1:20	64	25	Sunny 80's	
7/26/21	9:16 am	Lockdown	4:42	n/a	59	25	Sunny 80's	

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

#### XII. Adjourn Public Session and Open Executive Session - NONE

#### XIII. Adjourn Executive Session and Open Public Session - NONE

#### XIV. Adjournment -4:57 pm

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