

**PRINCIPLE ACADEMY CHARTER
REGULAR MEETING AGENDA**
Thursday, December 9, 2021 – 3:00 PM
6718 Black Horse Pike, Egg Harbor Township, NJ 08234
FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statements – 3:04 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	

Others Present
Peter Caporilli
Sara Caporilli
Cydnee Phoenix
Michael Falkowski
Al Corez
Rolanda Brewer

III. Approve Agenda

- Motion to approve the agenda for the **December 9, 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				Gary Hill	1 st	X			
Jeanne Eisele					X	Dr. Albert Monillas		X			

IV. Acceptance of Meeting Minutes

- Motion to approve the minutes from the **October 7, 2021** 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				Gary Hill		X			
Jeanne Eisele					X	Dr. Albert Monillas		X			

V. 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.

VI. Reports

- Board Self Evaluation Tool: <https://forms.gle/eYNCd9MqJFVZi1jJ6>

VII. Adjourn Public Session and Open Executive Session - NONE

VIII. Adjourn Executive Session and Open Public Session

XI. Regular Motions for Approval

1. Finance

- a. **Board Secretary’s Report and Bank Reconciliation Report:** To approve the Board Secretary’s Report and Bank Reconciliation Report for **October & November 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 **October & November 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 **December 9, 2021**.
- c. **Payroll:** To approve the following payrolls:

October 15, 2021	\$230,988.86
October 31, 2021	\$214,383.77
November 15, 2021	\$212,370.80
November 30, 2021	\$219,628.23

- d. To approve acceptance of **ECF** funding totaling \$25,200.
- e. To approve acceptance of **E-Rate** funding totaling \$74,957.11
- f. To approve the submittal of the **ARP (American Rescue Plan Grant):**
 - ESSER III - \$1,776,837
 - Accelerated Learning Coaching and Educator Support Grant - \$69,940
 - Evidence-Based Summer Learning and Enrichment Activities Grant - \$40,000
 - Evidence-Based Comprehensive Beyond the School Day Activities Grant - \$40,000
 - MTTs Mental Health Support Staffing Grant - \$45,000

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

2. Contracts/Engagements/Conferences

- a. To approve **3R Premium Commercial Cleaning Services** for weekly deep cleaning and fogging treatments at a cost NTE \$3,472/month. (note: this contract for weekly cleaning replaces the prior contract for services 2x per month)
- b. To approve **Brandon Restoration** to provide nightly floor cleaning/polishing at a cost NTE \$215/night.
- c. To approve the **CDW-G** purchase of 3 classroom projectors at a cost NTE \$3,600.
- d. To approve the **Interactive Kids Educational Services, LLC** contract for behaviorist consultation and ABA therapist services for the 2021-2022 school year.
- e. To approve **South Jersey Glass & Door** for materials and labor to remove double doors in multi-purpose room and install double metal doors with door closer, steel mullion, interior security indicator, keyed to existing master key system at a cost NTE \$10,515 (The work that had previously been Board-approved on 10/7/21 for Huber Locksmith to complete).
- f. To approve the agreement with **Safety Bus Service** to provide return transportation for PAC bus aides at a rate of \$33 per aide per day for the 2021-2022 school year.
- g. To approve **leComfort** to provide 10 additional air filtration units for offices, meeting rooms and smaller classrooms at a cost NTE \$27,500 (using grant money).
- h. To approve **South Jersey Electric Vehicles** to provide a vehicle to assist in transporting materials and staff at arrival and dismissal at a cost NTE \$3,000.

- i. To approve **Brandon Restoration** to strip and refinish back offices and Kindergarten, 1st grade and 2nd grade classrooms at a cost NTE \$5,200.
- j. To approve **Brandon Restoration** to strip and refinish classrooms 3rd, 4th and 5th grade classrooms (110-122) at a cost NTE \$5,200.
- k. To approve **Brandon Restoration** to strip and refinish the front offices and 6th grade classroom floors at a cost NTE \$3,200.
- l. To approve **PowerSchool Enrollment Express** and eCollect digital solutions for student enrollment and form submission at a cost NTE \$12,500.
- m. To approve **Kahoot! EDU** digital licenses at a cost NTE \$720.
- n. To approve renewal of **Kami** digital solution at a cost NTE \$2,190.
- o. To approve renewal of **GoGuardian** licenses at a cost NTE \$6,435.
- p. To approve **TouchMath123** curriculum materials at a cost NTE \$900.
- q. To approve **Vista/Santillana** curriculum materials at a cost NTE \$500.
- r. To approve **Atlantic Coast Alarm** to provide (4) PTZ security cameras at a cost NTE \$8,100.

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

3. Building & Grounds

- a. To approve the use of PAC's outside facility on 12/3/21 from 6:30-9pm for chapter members of a community-based civic organization and their families to hold a movie night for members to raise money for college scholarships.

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

4. Policy & Compliance

- a. To approve the Covid-19 vaccination/testing policy as per executive orders 251 and 253.

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

5. School Instruction

- a. To approve/ratify the following field trips:
 - 10/15/21 Movie night to celebrate Hispanic Heritage month 7:00pm-9:30pm
- Sierra-Juarez churros NTE \$450
 - 12/10/21 Field trip to Stockton University for 30 students to attend Atlantic City Ballet's performance of The Nutcracker at no cost 10:00am-1:00pm.
- James Transportation bus transportation NTE \$460

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

6. Personnel

- a. To approve/ratify the following New Hires FY22:

Staff Member	Position	Salary	Start Date	10/12
Tasha Broxton	Substitute Teacher	\$150/day	TBD	
Sandra Hopkins	Substitute Teacher	\$150/day	TBD	
Deborah Krzywicki	Contact Tracing/Clerical Support	\$19/hr up to 25hrs week	10/25/21	

Jeremy Bello	Substitute Security Officer	\$150/day	11/01/21	
Nakia Weekes	Substitute Teacher	\$150/day	11/15/21	
Madalyn Steiner	Substitute Teacher	\$150/day	12/06/21	

b. To approve the following contractual changes FY22:

Staff Member	Position	Salary	Effective
Morgan Silverman	10-month Teacher	\$55,584	1/3/22
Jeremy Bello	10-month 1:1 Aide/Security Officer	\$27,000	12/13/21

c. To approve the following resignations FY22:

Staff Member	Position	Effective
Chastity Evans	Custodian	10/6/21

d. ESEA Title I & II Coordinator

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

e. To approve the following **Recruitment Staff** for 13-weeks at a rate of \$20/hour NTE 10 hours per week:

- Erica Armour
- Antoine Braithwaite
- Whitney Brown
- Marlene Crump
- Shatara Holloway
- Donna King
- Patrice Leatherberry
- Camille Nurse
- Paula Espinosa
- Rafael Arango
- Sharnice Frazier
- Emily Rowe
- Elveda Marcelin
- Shahid Lovett

f. To approve the following overtime rate for the following employees for the FY22 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:

- Paula Espinosa - \$23.67
- Morgan Silverman - \$23.67
- Nicole Mejia - \$34.62

g. To approve the following activities/program/stipends:

- Rebecca Palamara - Holiday Program Coordinator - \$58/Session NTE \$348 - 6 Sessions Nov-Dec
- Rita Baccari - NCLB Title I & II coordinator - \$3,500/school year for the 2020/21 school year
- Antione Braithwaite - Interim Facilities Inspection Stipend - \$100/week, effective 10/11/21
- Patrice Leatherberry - Holiday Program Instructor - \$58/Session NTE \$348 - 6 Sessions Nov-Dec

h. To approve disability leave for Jeanine Bethel beginning 10/7/21 with an end date TBD.

i. To approve military leave for Nicole Mejia 10/26/21, 11/1/21-11/24/21.

j. To approve the use of intermittent FMLA leave for Sayuris Mendoza beginning 11/19/21.

k. To approve teacher participation in Intervention & Referral Services (I&RS) meetings outside of the contracted school day at a rate of \$45 per hour NTE 2 hours per week, 5 teachers per week (teachers TBD).

l. To approve the School Nurse after-school activity stipend of \$60/day.

m. To approve the following as Before and After Care Staff:

- Dylan Perry
- n. To approve the following staff as after school detention monitors at a rate of \$40/day:
 - Patrice Leatherberry
- o. To approve the following staff as AM/PM Bus Monitors as needed at \$25/ Shift Staff Rate:
 - Shatara Holloway
- p. To approve the following teachers for home instruction at a rate of \$40/hour:
 - Lisa Kopischke
 - Frankie Davis
 - Larissa Cronick
- q. To approve the following staff as Saturday detention monitors at a rate of \$200/day:
 - Eli Gbayee

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

IX. Old/New Business

1. HIB Reporting: 3 Investigations 1 HIBS
2. Review of Fire/Lockdown drills conducted:

Date	Time	Type	Duration	Egress	# of students	# Staff	Weather	Other
10/19/21	1:45 PM	Shelter in Place Medical			443	69	Sunny 70s	
10/26/21	1:31 PM	Fire Drill	7:38	2:51	435	63	Cloudy 60s	
10/28/21	2:55 PM	Active Shooter	7:12		453	64	Sunny 60s	
11/9/21	2:55 PM	Fire Drill		2:44	450	67	Sunny 50s	
11/22/21	2:57 PM	Shelter in Place	3:00		437	62	Cloudy 50s	

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

X. Adjourn Public Session and Open Executive Session - NONE

XI. Adjourn Executive Session and Open Public Session

XII. Adjournment – 3:24 pm

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