

**PRINCIPLE ACADEMY CHARTER
REGULAR MEETING MINUTES**

Thursday, February 10, 2022 – 4:00 PM
6718 Black Horse Pike, Egg Harbor Township, NJ 08234
FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statements – 4: 000 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, Polymath; Rolanda Brewer, Polymath
Sara Caporilli, Polymath
Cydnee Phoenix, Principle Academy
Alvaro Cores, Principle Academy

III. Approve Agenda

1. Motion to approve the agenda for the **February 10, 2022** 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				Gary Hill					X
Jeanne Eisele	2 nd	X				Dr. Albert Monillas		X			

IV. Acceptance of Meeting Minutes

1. Motion to approve the minutes from the **December 9, 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	2 nd	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

1. PAC Start Strong Board Presentation – Dr. Caporilli discussed the PAC Start Strong Results

VII. Adjourn Public Session and Open Executive Session - NONE

VIII. Adjourn Executive Session and Open Public Session

IX. 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 **December 2021 & January 2022**, 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 2021 & January 2022** 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 10, 2022**.
- c. **Payroll:** To approve the following payrolls:

December 15, 2021	\$213,675.22
December 31, 2021	\$224,658.16
January 15, 2022	\$217,585.41
January 30, 2022	\$215,369.56

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

2. Contracts/Engagements/Conferences

- a. To approve Rover Labs on-site saliva-based PCR Covid-19 testing through the program with the New Jersey Department of Health (NJDOH).
- b. To approve NJ SchoolJobs subscription for FY22, NTE \$1,000.
- c. To approve Argyle Interactive to provide website maintenance, NTE \$750/month.

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

3. Building & Grounds

- a. To approve the purchase of ACTIVpanels and stands from CDW, NTE \$166,008.98 using ESSER/ARP funds.
- b. To approve the purchase of additional air purifiers from ieComfort, NTE \$15,151.00 using ESSER/ARP funds.
- c. To approve the installation of additional lights and receptacles with vendor Mister Sparky, NTE \$6,666.
- d. To approve Alexander Fine Design for drywall repairs, painting and hanging of security display and white boards, NTE \$1,100.
- e. To approve White-Harris for paging system repairs and upgrades, NTE \$4,900.
- f. To approve the purchase of Chairslippers.com floor protectors, NTE \$675.
- g. To approve Jovin One to provide pricing estimate for the planned expansion, NTE \$3,700.

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

4. Policy & Compliance

- a. To approve Hands-On-Tech data management for state reporting compliance services, NTE \$13,500.

- b. To approve the updated 2021-2022 School Calendar.
- c. To approve the HIB Self-Assessment for 2020-2021.
- d. To approve the ELL Three-Year Program Plan.

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

5. School Instruction

- a. To approve/ratify Brigantine Aquatics Session 2 Swim Lessons for 1st and 6th Grade; NTE \$2,500 for FY22.
- b. To approve/ratify Blake’s Gymnastics Session 2 & Session 3; NTE \$2,600 for FY22.
- c. To approve the purchase of a STEM cart from Hand2Mind, NTE \$3,700 using ESSER/ARP funds.
- d. To approve the purchase of Gumdrop durable student headphones from CDW, NTE \$7,000.
- e. To approve LuckyDog for outerwear uniform items, NTE \$8,500.
- f. To approve TPT Teacher Synergy as an additional resource for teachers, NTE \$2,400.
- g. To approve Gimkit cloud-based quiz learning game for students and teachers, NTE \$1,000.
- h. To approve BrainPop, an online educational services subscription for FY22, NTE \$3,250.
- i. To approve Kelso’s Choice Cerebellum Digital subscription and additional instructional supplies, NTE \$750.
- j. To approve Zoom for FY22, NTE \$12,720.
- k. To approve School Messenger communication software, NTE \$1,250.
- l. To approve WebIDCard Inc. Swipe K12 School Solutions software/plugin, NTE \$3,100.
- m. To approve Learning Services Muzzy Club online Spanish language subscription, NTE \$1,500.
- n. To approve IXL Math, NTE \$10,195.

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

6. Personnel

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

Staff Member	Position	Salary	Start Date	10/12
Amira Walker	Custodial/Security	\$19/hr	2/1/2022	
Nazirah Baskerville	Special Ed Aide	\$15/hr	12/17/2021	
Yvonne Flynn	Social Worker	\$61,640	TBD	10
Victoria Druding	School Nurse	\$71,750	TBD	10
Nairobi Hathaway	Substitute	\$150/day	TBD	

- b. To approve the following contractual changes FY22:

Staff Member	Position	Salary	Effective
Wanda Allen	10-month Paraprofessional	\$34,850	1/3/2022

- c. To approve the following resignations FY22:

Staff Member	Position	Effective
Nicole Mejia	Security Officer	12/22/21
Sayuris Mendoza	Custodian	1/21/22

- d. To approve the separation agreement with Nicole Mejia.
- e. To approve the Retirement of Jeanine Bethel, effective 12/1/2021.

- f. To approve/ratify the paid administrative leave for hourly central services staff during remote learning:
- Silka Gilliard, 5.5 hours per day, \$17.91/hour, Total \$985.05
 - Veda Hare, 2 hours per day, \$15.21/hour, Total \$302.20
 - Juana Victoria, 4 hours per day, \$13.15/hour, Total \$526.00
- g. To approve the following Teacher to provide Homebound Instruction at a rate of \$40 per hour, NTE \$12,800 for FY22:
- Ashley Griffiths
 - Sonia Jones
 - Larrissa Cronick
 - Frankie Davis
 - Alay'ziah Haraksin
- h. To approve the following **Accelerated Learning Tutorial Program** to run from February to June NTE \$50,000. Tutorial classes held from Monday-Thursday 4:15 pm until 5:45 pm & Saturday 9 am to 12 pm. Teachers \$45/hour, Paraprofessionals \$28/hour
- i. To approve the following as **Accelerated Learning Tutorial Program Staff**:
- | | |
|-------------------------|-----------------------|
| • Rita Baccari | • Alay'ziah Haraksin |
| • Larissa Cronick | • Jennifer Kabusk |
| • Marlene Crump | • Catherine Klingener |
| • Frankie Davis | • Ryan Lee |
| • Sharnice Frazier | • Deborah Rodriguez |
| • Katherine Friedman | • Debra Scott |
| • Christine Garbaravage | • Barbara Spaulding |
| • Julianne Vannella | • Ashley Griffiths |
- j. To approve the following staff as Before and After Care Staff:
- Wanda Allen
- k. To approve the following staff as Saturday Detention Monitors at a rate of \$200/day:
- Patrice Leatherberry
- l. To approve/ratify the following staff to receive stipends for Day Acting Lead Teacher, \$100/day, NTE \$1,600:
- Morgan Silverman
 - Courtney Braxton
- m. To approve the following Recruitment Staff for 13-weeks at a rate of \$20/hour, NTE 10 hours per week:
- Isaaha Keyes
- n. To approve/ratify the following additional staff as Mentor in the Mentor/Mentee program FY22:
- Emily Oglesby, Mentor; Morgan Silverman, Mentee; \$700 payment over 11 payrolls
- o. To approve/ratify Rita Baccari's participation in the Crisis Prevention Institute (CPI) 'Train the Trainer' program, 2/3/22, NTE \$1,400.
- p. To approve the following to provide Psychiatric Evaluations for the Child Study Team

- Dr. Thomas O'Reilly
- Dr. Inua Momodu

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

X. Old/New Business

1. To approve a signup bonus for both current Employees that refer qualified Substitute Teachers and the newly hired Substitute. The bonus will be contingent on the individual clearing all qualifications for a Substitute Teacher as well as requiring a minimum of 5 days worked. Referral Bonus of \$250 each per employee and per referral, NTE 10 referrals total for FY22, \$5,000.
2. HIB Reporting: 1 Investigation 1 HIB.
3. Review of Fire/Lockdown drills conducted:

Date	Time	Type	Duration	Egress	# of students	# Staff	Weather	Other
12/14/21	1:55 PM	Fire Drill	5:00	1:50	423	67	Sunny 50s	
12/20/21	12:47 PM	Lockdown	3:00		422	66	Sunny 30s	
1/19/22	1:58 PM	Fire Drill	5:43	2:10	412	65	Sunny 40s	
1/31/22	2:30 PM	Table Top Drill	25:00	n/a	424	65	Sunny 20s	

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

XI. Adjourn Public Session and Open Executive Session - NONE

XII. Adjourn Executive Session and Open Public Session

XIII. Adjournment – 4:18 pm

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