



**Minutes for Board of Trustees
Meeting November 15, 2017
Formal Action Will or May be Taken**

- I. Call to Order by Board President – 5:32 PM**
- II. Public Notice of Meeting/NJ Sunshine Law**

This meeting is being held in compliance with the Open Public Meetings Act and is open to the public. Notices were duly posted and the meeting was advertised in the Courier News. Formal action will be taken.

- III. Salute to Flag**
- IV. Roll Call**

Board Member	Present	Absent	Board Member	Present	Absent
Roger F. Grutzmacher	X		Frank Fischer	X	
Akua Hill	X		Andrew Fesen	X	
Jamie Rojas	X				

Also Present: Brian Falkowski, School Business Office
 Kristina Haugen, School Business Office
 Michael Piscal, CEO, College Achieve Public Schools
 Thomas McMahon, CFO, College Achieve Public Schools
 Rachelle Nelson, Principal, College Achieve Public Schools

- V. Minutes**

- 1. To approve the minutes from the Board of Trustee meeting from September 20, 2017.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Roger F. Grutzmacher	2	X				Frank Fischer	1	X			
Akua Hill		X				Andrew Fesen		X			
Jamie Rojas		X									

- VI. Board President’s Report – Roger F. Grutzmacher discussed his report. Specifically, Board Training was mentioned, changes due to State elections, and State construction funds.**

- VII. Executive Director’s Report – Focused on preparing for the High School.**

- VIII. College Achieve Public Schools Report**

- IX. Board Comments**

- X. Motions for Approval**

- 1. **Finance**
 - a. Board Secretary’s and Treasurer’s Report: To approve the Board Secretary’s and Treasurer’s Reports for September and October 2017, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the College Achieve Central Charter School 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 September and October 2017, 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. Transfers: To approve transfers up to October 30, 2017.
- c. Bills List: To approve bills and check list for the period ending November 15, 2017.
- d. Payroll: To approve the following payrolls:

September 29, 2017 \$ 250,351.90
 October 13, 2017 \$ 242,690.07
 October 31, 2017 \$ 250,204.64

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Roger F. Grutzmacher	2	X				Frank Fischer	1	X			
Akua Hill		X				Andrew Fesen		X			
Jamie Rojas				X							

2. Travel

- a. To approve the following travel recommendations:

Trip Location	Type of trip	Costs & Funding Source	Number of Students Attending	Date
Medieval Times	Merit	Approx. for bus / Venue \$5,410	Approx. 150	02/13/2017

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Roger F. Grutzmacher	2	X				Frank Fischer		X			
Akua Hill		X				Andrew Fesen	1	X			
Jamie Rojas		X									

- 3. **Buildings & Grounds**
- 4. **Contracts**
- 5. **Personnel**

- a. To acknowledge the following resignations/terminations:

Name	Position	Effective Date	10/12 Month
Jessica Sepulvida	Social Worker	11/10/2017	10
Shannon Wilhite	Assistant Nurse	11/10/2017	10
Michael English	6 th Grade – History	11/21/2017	10
Jessica Carey	1 st Grade - Science	TBD	10
Lauren Timpanaro	3 rd Grade Teacher	12/6/2017	10

- b. To approve/ratify the following personnel and their new contracts/associated raises for the 2017-2018 school year:

Name	Position	10/12 Month	Signing Bonus	Base Salary	Additional Leadership Stipend	Total Salary	Start Date
Melody Peaker	Office Support Staff	10		35,000		35,000	10/2/2017
Bianca Davis	First Grade Co-Teacher	10		38,000		38,000	10/30/2017
Alyssa Pierce	Middle School ELA	10		45,000		45,000	11/1/2017
LeTisha Little	School Counselor	10	1,000	54,500	3,500	59,000	11/6/2017
Danielle Mann	First Grade Science	10		45,000		45,000	11/6/2017
Jamie Norton	School Social Worker	10		53,000		53,000	11/16/2017
Jack Smaich	M.S. History Teacher	10		51,000		51,000	11/28/2017

- c. To approve the salary correction for Kheri Freeman from 50,000 to 53,000 retroactive 8/21/2017

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Roger F. Grutzmacher		X				Frank Fischer	1	X			
Akua Hill		X				Andrew Fesen	2	X			
Jamie Rojas		X – a.		b. and c.							

6. Curriculum / Special Education

7. Policy / Governance / Operations / Miscellaneous

- a. To approve the amended and final CMO Agreement between College Achieve Public Schools Inc. and College Achieve Central Charter School, retroactive to July 1, 2017.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Roger F. Grutzmacher	2	X				Frank Fischer	1	X			
Akua Hill		X				Andrew Fesen		X			
Jamie Rojas		X									

XI. Public Comment

Members of the public wishing to address the Board of Trustees must state their name and are requested to limit their comments to three minutes. Please be aware that all Charter School employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. Each member of the public will be given one opportunity to address the Board.

XII. Executive Session - None

XIII. Adjourn Executive Session - None

XIV. Old Business - None

XV. New Business - None

XVI. Reports / Look Ahead / Miscellaneous

1. Upcoming Board Meeting Dates:
a. January 17, 2018 @ 5:30 PM @ Westervelt Campus

XI. Adjourn Public Session – 6:30 PM

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Roger F. Grutzmacher	1	X				Frank Fischer					X
Akua Hill		X				Andrew Fesen	2	X			
Jamie Rojas		X									