

**College Achieve
Paterson
Charter School**

**Agenda for Board of Trustees Meeting
January 18, 2018
Formal Action Will or May be Taken**

- I. Call to Order by Board President – 5:54 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
Andrew Fesen	X-Phone		Jerry Walker		X
Roger Grutzmacher	X-Phone		Craig Woolridge		x
Kenyatta Stewart	X-Phone 5:53 PM				

Also Present	Present	Absent
Brian Falkowski Ed.D., SBA	X	
Kristina Haugen, School Business Office	X	
Michael Piscal, CEO, College Achieve Public Schools	X	
Gemar Mills, Executive Director, College Achieve Public Schools	X	
Thomas C. McMahon, Ed.D., CFO, College Achieve Public Schools		x

V. Minutes

- 1. To approve the minutes from the Board of Trustee meeting from November 16, 2017.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen	1	X				Jerry Walker					X
Roger Grutzmacher	2	X				Craig Woolridge					x
Kenyatta Stewart		X									

VI. 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 (3) 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.

- VII. Board President’s Report –** Mr. Fesen requested an enrollment update from the executive director.
- VIII. Executive Director’s Report –** Dr. Mills Reported on student attendance percentages and provided and enrollment update.
- IX. College Achieve Public Schools Report –** Mike Piscal requested a Mid-Year Financial Review from the School Business Administrator Brian Falkowski.
- X. Board Comments -** None

XI. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Board Secretary’s and Treasurer’s Reports for November and December 2017, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the College Achieve Paterson 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 November and December 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 December 31, 2017.
- c. Bills List: To approve bills and check list for the period ending January 18, 2018.
- d. Payroll: To approve the following payrolls:

November 30, 2017	\$86,239.67
December 15, 2017	\$78,816.73
December 19, 2017	\$75,006.00
January 12, 2018	\$78,532.77

- e. Whereas, the State of New Jersey Department of Labor and Workforce Development Division of Employer Accounts policy requires approval from the Board of Trustees of College Achieve Paterson Charter School to finance NJ State Unemployment Insurance by the Contributory Method. Therefore, the Board of Trustees ratifies that, as of inception of College Achieve Paterson Charter School on July 2017, all CAPCS employees shall be contributing to the NJ State Unemployment Insurance.

f. SEMI Waiver:

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a charter school may request a waiver of compliance with respect to the school’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 school year; and

WHEREAS, the College Achieve Paterson Charter School Board of Trustees desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students in the 2018-2019 school year, and

NOW THEREFORE BE IT RESOLVED, that the College Achieve Paterson Charter School Board of Trustees hereby authorizes the School Leader to submit to the Executive County Superintendent of Schools in the County of Passaic an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2018-2019 school year.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen	1	X				Jerry Walker					X
Roger Grutzmacher	2	X				Craig Woolridge					X
Kenyatta Stewart		X									

- 2. **Travel** – None
- 3. **Buildings & Grounds** - None
- 4. **Personnel** - None
- 5. **Curriculum / Special Education** - None

6. Policy / Governance / Operations / Miscellaneous

- a. To ratify the approval of the NJ Charter Agreement and its submission to the State of NJ.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen	2	X				Jerry Walker					X
Roger Grutzmacher	1	X				Craig Woolridge					X
Kenyatta Stewart		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 – 6:36 PM

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen	1	X				Jerry Walker					x
Roger Grutzmacher	2	x				Craig Woolridge					x
Kenyatta Stewart		x									

XIII. Adjourn Executive and Reopen Session – 6:53 PM

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen	1	X				Jerry Walker					X
Roger Grutzmacher	2	X				Craig Woolridge					X
Kenyatta Stewart		X									

XIV. Old Business - None

XV. New Business

1. To approve the termination of Simone Bennet, 1st Grade Science Teacher, February 28, 2018.
2. To approve the termination of Marla Wesley, 1st Grade Generalist, February 15, 2018.
3. To approve the termination of Venessa Ventura, ESL Teacher, February 28, 2018.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen	1	X				Jerry Walker					X
Roger Grutzmacher	2	X				Craig Woolridge					x
Kenyatta Stewart		X									

XVI. Reports / Look Ahead / Miscellaneous

1. Upcoming Board Meeting Dates at 5:30 PM at 21 Market Street:
 - a. March 15, 2018
 - b. May 3, 2018

XVII. Adjourn Public Session – 7:05 PM

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen	1	X				Jerry Walker					X
Roger Grutzmacher	2	X				Craig Woolridge					x
Kenyatta Stewart		x									

