

**College Achieve
Paterson
Charter School**

**Minutes for Board of Trustees Meeting
March 15, 2018
Formal Action Will or May be Taken**

- I. Call to Order by Board President – 5:48 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		Jerry Walker		X
Roger Grutzmacher	X - phone		Craig Woolridge	X	
Kenyatta Stewart		X			

Also Present	Present	Absent
Brian Falkowski Ed.D., SBA	X	
Kristina Haugen, School Business Office	X	
Michael Piscal, CEO, College Achieve Public Schools	X	
Rachelle Nelson, CAO, College	X	
Gemar Mills, Executive Director, College Achieve Public Schools	X	

V. Minutes

- 1. To approve the minutes from the Board of Trustee meeting from January 18, 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						

VI. Public Comment - None

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 –** Deferred to Gemar Mills.
- VIII. Executive Director’s Report –** Gemar Mills updated the Board on student attendance, staff attendance, enrollment, snow days, and teacher effectiveness.
- IX. College Achieve Public Schools Report**
- 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 January and February 2018, 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 January and February 2018, 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 February, 2018.
- c. Bills List: To approve bills and check list for the period ending March 15, 2018.
- d. Payroll: To approve the following payrolls:

January 31, 2018	\$78,794.01
February 15, 2018	\$78,895.70
February 28, 2018	\$75,649.98

- e. Disability: 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 a public school to participate in NJ State Short Term Disability. Therefore, the Board of Trustees ratifies that, as of the inception of College Achieve Paterson Charter School, on or July 2017, all College Achieve employees shall participate in NJ Short Term Disability.
- 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 Union an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2018-2019 school year.

- g. Grants: To accept the following grant awards for the 2017-2018 school year:
 - i. ESEA Title I: \$ 178,521
 - ii. ESEA Title IIA: \$ 20,301
 - iii. IDEA Basic: \$ 46,745

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

5. Curriculum / Special Education

6. Policy / Governance / Operations / Miscellaneous

- a. To Approve the Required Special Education Policies and Procedures attached.
- b. To approve the first reading of the Grievance Policy as attached.

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									

XI. Public Comment - None

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 – 6:19 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									

The Board discussed facilities negotiations.

XIII. Adjourn Executive Session – 6:41 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

XV. New Business

XVI. Reports / Look Ahead / Miscellaneous

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

XVII. Adjourn Public Session – 6:42 PM

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