

BOARD OF TRUSTEES
REGULAR MEETING

Date : March 20, 2019/7:30 pm
Place : 196 W. Railway Ave., Paterson, NJ 07503/Library-Media Center

MINUTES

- I. The Regular Meeting of the Paterson Charter School for Science and Technology is called to order at 7:54 pm when the quorum of the board was reached. Mr. Koroglu read the open public meeting act statement and thereafter led the flag salute.

Open Public Meeting Act Statement

This meeting has been publicized in accordance with the requirements of the New Jersey Open Public Meetings Act, Chapter 231, P.L. 1975 and notification given to all appropriate parties. The notice of this meeting was posted in The Record, The Herald News, and the school website.

Flag Salute

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Roll Call by Board Secretary, Mr. Matt A. Anar:

Trustee	Attendance	Trustee	Attendance
Mr. Koroglu	Present	Mrs. Brown	Present
Mr. Yildiz	Absent	Mrs. Garcia Rodriguez	Present

Also Present:

Member	Position	Attendance
Mr. Riza	Lead Person	Present
Mr. Anar	SBA/Board Secretary	Present

II. **Acceptance of Minutes**

Motion by Mr. Koroglu seconded by Mrs. Garcia Rodriguez to accept the following minutes of the Board of Trustees Meeting (Minutes forwarded to Trustees via e-mail.):

- ❖ Regular Meeting of February 13, 2019
- ❖ Executive Session of February 13, 2019

Roll call: All in favor. The motion **PASSED** unanimously.

- II. **MOTION** by Mr. Koroglu, seconded by Mrs. Garcia Rodriguez to adopt the agenda as presented. **Roll call:** All in favor. The motion **PASSED** unanimously.

III. Public Comment Session

No Public Input was made.

IV. HIB Report

Motion to **affirm** following HIB report as presented to Board on February 13, 2019:

<u>Incident #</u>	<u>Finding</u>	<u>Incident #</u>	<u>Finding</u>
13	Yes	14	Under Investigation

Mrs. Garcia Rodriguez moved, seconded by Mr. Koroglu
Roll call: All in favor. The motion **PASSED** unanimously

V. Lead Person's Monthly Report - Mr. Riza

Mr. Riza presented his regular monthly report to the Trustees and highlighted the Annual Lottery Event that took place on March 14, 2019. He indicated that PCSST received 1,993 applications for 19-20 school year enrollment.

VI. Education

Motion by Mrs. Garcia Rodriguez, seconded by Mrs. Brown, to approve the agenda items # E19-38 through # E19-40:

E19-38: To approve the recommendation of the Lead Person to approve the following **club activities, events and schedules** for the 2018-19 school year.

Student/Parent Program	Date	Grades	Estimated Cost
Parent Workshop – Special Education Department*	3/26/19	K-6	\$120
Parent Workshop – Financial Education*	3/21/19	7-12	\$175
Parent Information Session – Report Card Night*	4/10/19	7-12	\$450
G.O.A.L.s Teen Summit	3/18/19	7-12	\$400

* *The amount is funded by FY2019 ESEA Title IA – Parent Reserve Fund.*

E19-39: To approve the recommendation of the Lead Person to approve the following transportation costs for **Athletics**, those are provided under **Transportation Services Agreement** with **Northern Region Educational Services Commission**.

Team/Description	Date	Location	Estimated Cost
Baseball	3/21/19	11th Avenue Field, Paterson	\$72.00
Baseball	3/22/19	11th Avenue Field, Paterson	\$72.00
Baseball	3/25/19	Elmwood Park	\$243.62
Baseball	3/27/19	Manchester Regional	\$243.62
Baseball	3/29/19	Hawthorne Christian	\$243.62
Softball	3/20/19	Dwight Englewood	\$243.62
Softball	3/26/19	Paterson Eastside	\$243.62

Softball	3/28/19	Manchester Regional	\$243.62
Softball	4/1/19	Eastside HS, Paterson	243.62
Baseball/Softball	4/3/19	Becton/School 25	\$243.62
Baseball	4/5/19	11th Avenue Field, Paterson	\$243.62
Softball	4/5/19	N. Arlington HS	\$74.95
Baseball/Softball	4/8/19	Hasbrouck Heights/school 25	\$74.95
Baseball	4/10/19	11th Avenue Field, Paterson	\$243.62
Softball	4/10/19	Wood ridge	\$74.95
Baseball/Softball	4/12/19	Wallington/School 25	\$243.62
Baseball	4/15/19	11th Avenue Field, Paterson	\$243.62
Softball	4/15/19	Weehawken HS	\$74.95
Baseball	4/18/19	11th Avenue Field, Paterson	\$243.62
Baseball	4/22/19	11th Avenue Field, Paterson	\$74.95
Softball	4/22/19	St. Mary's HS	\$74.95
Baseball/Softball	4/24/19	Saddle Brook/school 25	\$243.62
Baseball	4/26/19	11th Avenue Field, Paterson	\$243.62
Softball	4/26/19	Becton Regional HS	\$74.95
Baseball/Softball	4/29/19	N. Arlington/school 25	\$243.62

E19-40: To approve the recommendation of the Lead Person to approve the field trips and transportation costs, those are provided under **Transportation Services** Agreement with **Northern Region Educational Services Commission**.

Field Trip	Date	# of Stud.	Gr.	Location	Estimated Cost
Pep Rally Event	4/1/19	96	6	Paterson	\$600
Biz Town	4/29/19	96	5	Edison	\$1,100
Biz Town	4/30/19	96	6	Edison	\$1,100
Bronx Zoo	5/7/19	144	2	Bronx, NY	\$1,500
Canada Trip	5/23 - 26/19	50	6	Toronto, Canada	\$0.00
Washington DC Trip	6/1/19	50	4	Washington DC	\$0.00
Boston Trip	6/1/19	50	5	Boston, MA	\$0.00
CCP Dave & Busters	3/23/19	25	7-12	Wayne	\$800.00
World Trade Center	5/10/19	90	8	New York City	\$0.00
New Jersey State House	4/8/19	40	7	Trenton	\$0.00
Embrace Relief Club	4/18 - 22/19	8	9-12	Newark	\$400.00
College Fair	4/3/2019	76	10-11	Secaucus	\$2,400.00
CCP NYU	4/3/19	50	9-12	New York City	\$600.00
Spanish Field Trip	4/18/19	60	10-12	Elizabeth	1800

Roll Call: The motion **PASSED**.

<u>Trustee</u>	<u>Vote</u>	<u>Trustee</u>	<u>Vote</u>
Mr. Koroglu	Yes	Mrs. Brown	Yes
Mr. Yildiz	Absent	Mrs. Garcia Rodriguez	Yes

VII. Human Resource

Motion by Mrs. Garcia Rodriguez, seconded by Mrs. Brown to approve the agenda items # HR19-59 through # HR19-65:

HR19-59: To approve the recommendation of the Lead Person to hire the following **New Staff** for the **2018-2019 School Year** on an emergent basis for a period not to exceed three months, pending completion of criminal history records check, with benefits:

Last Name	First Name	Title	Salary	Salary Scale	10/12 Mnth	Start Date
Santiago	Crystal	Science Teacher	\$52,050	BA/3	10	03/18/19
Zayed	Alaa	TITLE I Instructional Aide	\$23,760	2	10	03/18/19

HR19-60: To approve the recommendation of the Lead Person to accept the following **revised FMLA/NJFLA Leave** for the 2018-2019 school year.

Last Name	First Name	Leave	Dates	Paid/Unpaid
*Fragoso	Danielle	FMLA	03/18/19 – 03/28/19 03/29/19 - 05/27/19	Paid Sick Days – 8.5 Unpaid

**NJFLA will resume 05/28/19 as per Resolution#HR19-49*

HR19-61: To approve the recommendation of the Lead Person to **Revise the Title and/or Salary** of the following staff for the **2018-2019** school year effective 03/21/18.

Last Name	First Name	Current Title	New Title/Salary
Weaver	Kortara	TITLE I Instructional Aide	Step 5 \$25,260
Smith	Kend'zhia	TITLE I Instructional Aide	Step 1 \$23,260
Johnson*	Shontell	Guidance Counselor	MA/1 \$54,050

**Pending of receipt of certificate*

HR19-62: To approve the recommendation of the Lead Person to appoint the following staff for the **2018-2019 school year** with a stipend of \$33.00 per period.

Last Name	First Name	Position	Reason
Peguero	Yahaira	Teacher	Additional Coverage
Navarrete	Shirley	Teacher	Additional Coverage
Igohe	James	Teacher	Additional Coverage
Lucas	Robert	Teacher	Additional Coverage
Reynolds	Dana	Teacher	Additional Coverage

HR19-63: To approve the recommendation of the Lead Person to accept the **Resignation** of the following staff for the **2018-2019 School Year**:

Last Name	First Name	Title	Effective
Belvin	Gabriela	Teacher	04/18/19
Majumder	Nivedita	Teacher	05/15/19

HR19-64: To approve the recommendation of the Lead Person to **revise** the following staff member percentage for the **FY19 ESEA Title IA** grant program for 2018-2019 school year.

Name	Title	Annual Salary	Percentage	Program Portion
Akkus, Goktug	BSI Math	\$61,200	%69	\$42,228

HR19-65: To approve the recommendation of the Lead Person to approve the attendance to and costs of the following Workshops/Conferences as requested by the following faculty members:

WHEREAS, the Faculty listed below will be attending workshops; and

WHEREAS, the attendance at stated functions are approved as work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, the attendance at the functions are approved as promoting delivery of instruction, furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at these functions are expected to exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

RESOLVED, that the board finds the cost of attendance, including all registration fees, and statutorily authorized in-state travel and related expense and the excess expenses particular to attendance at these functions as unavoidable, be it

RESOLVED, that the excess is justified and therefore reimbursable

Employee	Date	Program Name	Location	Cost
Courtney McManus	04/30/19	MakerBot Certification	Brooklyn	\$199
Edward Willoughby	04/30/19	MakerBot Certification	Brooklyn	\$199
Antony Ghaly	04/30/19	MakerBot Certification	Brooklyn	\$99
Semra Necimoglu	03/26/19	IXL Live	Bethlehem, PA	\$75
Robert Lucas	03/26/19	IXL Live	Bethlehem, PA	\$75
David Perez	3/18/19	Beyond Gender Identity & Sexual Orientation	New Providence	\$150
Nicolette Corrado	4/4/19 & 4/5/19	2019 PMEA/NAFME Eastern Division Conference	Pittsburgh, PA	\$195

Christina Sammarone	3/21/19	Traumatic Stress & Mind-Body Practices (Health & Wellness)	Paramus	\$40
Mildred Saint-Hilaire	3/28/19	The Latino Family Literacy Project	Webinar	\$200
Hurisa Guvercin	3/28/19	The Latino Family Literacy Project	Webinar	\$200
Kelly Anderson	04/12/19-04/15/19	Student Mental Health Issues Certificate Program	Monroe Township	\$300
Shontell Johnson	03/18/19	Beyond Gender Identity and Sexual Orientation	New Providence	\$150
Candice Morris	03/22/19	NJCFC Spring 2019 Conference	Mahwah	\$125
Patricia Stephenson	6/23/19-6/25/19	Post-Secondary Success: In Schools, Communities, and Families	Boston, MA	\$2,250
Matt A. Anar	3/21/19	NJASBO Purchasing Workshop	Rockaway	\$99
Matt A. Anar	4/11/19	NJASBO Audit Workshop	Rockaway	\$99

Roll Call: The motion **PASSED**.

<u>Trustee</u>	<u>Vote</u>	<u>Trustee</u>	<u>Vote</u>
Mr. Koroglu	Yes	Mrs. Brown	Yes
Mr. Yildiz	Absent	Mrs. Garcia Rodriguez	Yes

VIII. School Resources

Motion by Mrs. Garcia Rodriguez, seconded by Mr. Koroglu, to approve the agenda items # SR19-47 through # SR19-54:

SR19-47: To approve the recommendation of the Lead Person to approve following resolution:

WHEREAS, both the A148 Report of the Secretary and the A149 Report of the Treasurer of School Moneys are in agreement with the cash balance in the Governmental Funds of \$3,237,107.94 as of **February 28, 2019**;

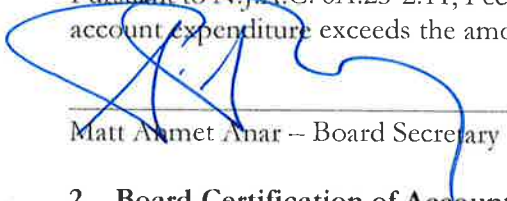
BE IT RESOLVED, that the Reports of the Secretary and the Reports of the Treasurer of School Moneys be accepted. (Reports forwarded to Trustees via e-mail)

SR19-48: To approve the recommendation of the Lead Person to approve the **List of Bills** for the period between February 12, 2019 and March 08, 2019 in the amount of \$1,470,088.61. This includes the payroll of February 14, 2019 in the amount of \$534,306.50 and the payroll of February 28, 2019 in the amount of \$518,957.29 (Bill List forwarded to Trustees via e-mail)

SR19-49: Certification of Accounts

1. Board Secretary's Certification of Accounts

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **February 2019**, no major budgetary line item account expenditure exceeds the amount appropriated by the charter Board of Trustees.


Matt Ahmet Anar -- Board Secretary

March 20, 2019

Date

2. Board Certification of Accounts

RESOLVED, that after review of the Secretary's and Treasurer's reports for **February 2019** and based upon consultation with and representations of the appropriate officials (Secretary, Treasurer, Business Administrator and Lead Person), the Board of Trustees of Paterson Charter School for Science and Technology has ascertained, to the best of our knowledge and ability, with the information provided, that no major account (Current Expense, Capital Outlay, Debt Service) has been over-expended and that sufficient funds are available to meet the charter's financial obligations for the remainder of the fiscal year, and hereby certifies the charter's financial plan (the budget) as approved is being followed as revealed in the financial

SR19-50: To approve the recommendation of the Lead Person and the finance committee to approve the **2019-2020 School Year Budget** (Budget summary, narrative and cash flow forwarded to Trustees via e-mail)

SR19-51: To approve the recommendation of the Lead Person and the finance committee to exercise the purchase option pursuant to Exhibit D of the lease agreement dated June 14th, 2017 for the building commonly known as 53-59 Main Street Paterson NJ.

SR19-52: To approve the recommendation of the Lead Person to approve the following donations.

BE IT RESOLVED, that the Board of Trustees, upon the recommendation of the Lead Person, accepts funding from the following donors:

Donor	Amount/Item	Recipient	Planned Use for Funds
Box of Cotton LLC	\$1,875	Farah Rahman	Senior Activities
DonorsChoice.org	Reading Materials	Candice Morris	Special Education

SR19-53: To approve the recommendation of the Lead Person to approve **Emergency and Crisis Situations Training** provided by LPM Strategies, LLC for a fee of \$500.00. The amount is funded by **FY19 ESEA Title IV A**.

SR18-54: To approve the recommendation of the Lead Person to approve the following **Transfer of Fund** resolution for the period dated **February 28, 2019**:

BE IT RESOLVED, by the Board of Trustees of Paterson Charter School for Science and Technology that the following inter-appropriation transfer made on the financial records of the Board affecting 2018-2019 budget be affirmed and approved.

Total transfers are in the amount of \$141,000.

Account Code	Account Name	Transfer From	Transfer To
11-140-100-101	9-12 Salaries – Teacher	\$20,000	
11-000-291-270	Health Benefits	\$121,000	
11-190-100-800	Misc. Expenses – Instructional		\$3,000
11-401-100-800	Misc. Expenses – Co-Curricular		\$2,000
11-000-213-300	Purchased Services – Health		\$15,000
11-000-219-320	Purchased Services – Special Ed		\$10,000
11-000-223-320	Inst. Staff Training		\$5,000
11-000-230-334	Architectural/Engineering Services		\$50,000
11-000-230-890	Misc. Expenses – General Admin		\$5,000
11-000-230-895	BOE Memberships/Dues		\$6,000
11-000-262-400	Purchased Property Services		\$10,000
12-000-262-732	Custodial Svcs. Equipment		\$35,000
	Total	\$141,000	\$141,000

Roll Call: The motion **PASSED**.

<u>Trustee</u>	<u>Vote</u>	<u>Trustee</u>	<u>Vote</u>
Mr. Koroglu	Yes	Mrs. Brown	Yes
Mr. Yildiz	Absent	Mrs. Garcia Rodriguez	Yes

IX. New Business

- a. The trustees were informed regarding NJCSA Charter School Board Institute to be held on April 6, 2019
- b. Board member training by NJSBA was reminded.

X. Adjournment

Motion by Mrs. Brown, seconded by Mr. Koroglu to adjourn the meeting at 9:08 p.m.

Roll call: All in favor. The motion **PASSED** unanimously.

Respectfully submitted,

Matt A. Anar
Board Secretary