



**Minutes for Board of Trustees Meeting
September 20, 2017
Formal Action Will or May be Taken**

- I. Call to Order by Board President - 5:34 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--Phone		Frank Fischer	x-Phone	
Akua Hill		x	Andrew Fesen	x-Phone	
Jamie Rojas	x-Phone				

Also Present: Kristina Haugen, School Business Office
 Michael Piscal, CEO, College Achieve Public Schools - Phone
 Thomas McMahon, CFO, College Achieve Public Schools - Phone
 Rachelle Nelson, Executive Director, College Achieve Public Schools - Phone

V. Minutes

- 1. To approve the minutes from the Board of Trustee meeting from August 10, 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** – Discussed training, Kristina from SBO will send instructions to all the board members.
- VII. Executive Director’s Report** – Rachelle Nelson gave an update on facility, staffing, and enrollment.
- VIII. College Achieve Public Schools Report** – Mike Piscal gave an update to the Board about the facilities (107 Westervelt, 700 Grand and 508 3rd Ave.)

- 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 July and August 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 July and August 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 August 30, 2017.
- c. Bills List: To approve bills and check list for the period ending September 20, 2017.
- d. Payroll: To approve the following payrolls:
 - August 15, 2017 \$ 66,009.04
 - August 31, 2017 \$ 88,766.86
 - September 15, 2017 \$ 239,636.34

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 -NONE**

3. **Buildings & Grounds - None**

4. **Contracts**

- a. To approve a contract with Equity Schools to provide consulting services for a Professional Internship Program and the College Trust at a monthly rate of \$7,500 for 10 months (September 2017 to July 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											

5. **Personnel**

- a. To acknowledge the following resignations/terminations:

Name	Position	Effective Date	10/12 Month
Angela Crisafulli	7 th Grade English	September 29, 2017	10
David Jerome Cook	Cafeteria Manager	September 5, 2017	10
Daisy Illescas	ESL Support	October 20, 2017	10
Benjamin Hughes	8 th Grade Science	September 19, 2017	10
Paula Brown	1 st Grade	September 20, 2017	10
Kelly Donnley	1 st Grade	October 27, 2017	10

- b. To rescind the offer of employment to:
 - i. Jasmine Bethea, approved on August 10, 2017
- c. To approve 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
Marvelis Perreira	Vice Principal	10		82,500		82,500	8/21/2017
Rasheda Phinn	1st Grade Co-Teacher	10		67,000		67,000	8/21/2017
David Jerome Cook	Cafeteria Manager	10		24,000		24,000	8/21/2017
Rhonda Franklin	3rd Grade Co-Teacher	10		40,000		40,000	8/21/2017
Raven Damon	Cafeteria Manager	10		26,000		26,000	8/21/2017
Liz Machado	Office Manager	12		45,000		45,000	8/22/2017
Danielle Lubin-Mirzwa	Elementary Art Teacher	10		47,000		47,000	8/28/2017
Denise Scott	School Nurse	10		50,000	1,500	51,500	9/1/2017
Joseph Padlo	Facilities Manager	10		55,000		55,000	9/5/2017
Nii Adjoga-Otu	6th Grade Co-ELA	10		55,000		55,000	9/11/2017
Allison Schaechter	7th Grade ELA Teacher	10		45,000		45,000	9/12/2017

Shelby Woodward	5th Grade Creative Writing Teacher	10		38,000		38,000	9/18/2017
Monique Phua	2nd Grade Co-Teacher	10		45,000		45,000	9/19/2017
Michelle Ward	Cafeteria Manager	10		24,000		24,000	9/25/2017
Ana Vargas	Food Server	10		10/hr			9/12/2017

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									

6. Curriculum / Special Education -NONE

7. Policy / Governance / Operations / Miscellaneous

- a. To ratify the CMO agreement as attached, pending attorney review.

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

XIII. Adjourn Executive Session

XIV. Old Business

XV. New Business

XVI. Reports / Look Ahead / Miscellaneous

1. Upcoming Board Meeting Dates:
a. November 15, 2017 @ 5:30 PM @ Emerson campus

XI. Adjourn Public Session - 5:57 PM

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		x			
Jamie Rojas	2	x									