



## Regular Monthly Meeting Minutes

Friday, August 17, 2018 – 1:00 PM

### I. CALL TO ORDER – Open Public Meetings Act – 1:00 PM

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 Trentonian and The Times of Trenton. Formal action will be taken.

### II. ROLL CALL

Board Member	Present	Absent	Board Member	Present	Absent
Vijay Aggarwal	X		Kenneth Somberg	X	
Thomas Rebar		X	Rich Wells	X	
Latifah Austin-Bentley		X	Chuck Freyer	X	
<b>Also Present:</b>				<b>Present</b>	<b>Absent</b>
Brian Falkowski, SBA				X	
John Amenda, Philly Scholars				X	
Philip Scott, KSK Architects Planners Historians, Inc.				X	
Regina Bell, PRCS				X	

### III. DISCUSSION

1. Executive Director update
  - a. Feasibility study
    - i. Presented by Philip Scott, KSK Architects Planners Historians, Inc.
  - b. HIB Annual Report
    - i. Presented by Regina Bell
  - c. Evergreen goals discussion
    - i. Presented by John Amenda

### IV. UPDATES

1. Enrollment

Grade	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Applications for 19-20 School Year
4	76											
5	76											
6	76											
7	76											
8	76											
<b>Total</b>	<b>380</b>											

Waitlist													
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2. Emergency Drill Log – N/A
3. Talent and Certification
4. Special Education Files Audit Update - NONE
5. Board Self-Evaluation

**V. APPROVAL OF MINUTES**

Resolved that the Board approve the Regular session minutes from the June 19, 2018 meeting.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal	2	X				Kenneth Somberg	1	X			
Thomas Rebar					X	Rich Wells		X			
Latifah Austin-Bentley					X	Chuck Freyer		X			

**VI. MOTIONS FOR APPROVAL**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Board Secretary’s and Treasurer’s Reports for June & July 2018, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the Paul Robeson 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 June & July 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 to August 16, 2018
- c. Bills List: To approve bills and check list for the period ending August 17, 2018
- d. Bid: Be It Resolved that the Paul Robeson Charter School, upon the recommendation of the School Director, hereby approves the contract with Karson Food Service as the Food Services Vended Meals provider for the 2018-2019 school year. The per meal prices are as follows:
  - i. Breakfast: \$1.35
  - ii. Lunch: \$2.49
  - iii. Snack: \$0.63
- e. Payroll: To approve the following payrolls:
  - i. June 30, 2018 \$ 160,595.20
  - ii. July 15, 2018 \$ 59,937.50
  - iii. July 30, 2018 \$ 49,748.45
  - iv. August 15, 2018 \$ 140,649.42

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	1	X			
Thomas Rebar					X	Rich Wells		X			
Latifah Austin-Bentley					X	Chuck Freyer	2	X			

**2. Student Trips**

Trip Location	Type of Trip	Costs & Funding Source	Number of Students Attending	Date	Educational Purpose
Rolling Thunder Skating Center	Elementary PATH reward trip	\$10 per student	Estimate 130	10/5/2018	Behavior reward

7017 Roosevelt Blvd. Philadelphia, PA 19149					
		Waiting on bus quote			
I Play America 110 Schank Road Freehold, NJ 07728	Middle School PATH reward trip	\$3,798	Estimate 200	10/5/2018	Behavior reward
		Waiting on bus quote			

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	1	X			
Thomas Rebar					X	Rich Wells	2	X			
Latifah Austin-Bentley					X	Chuck Freyer		X			

### 3. Buildings & Grounds

Company	Amount and Reason
JDM Electric	\$10,050 cost to upgrade for Chromebooks
Visions	\$2,855 – fix kitchen floor that was caving in
Visions	\$1,300 – fix broken tiles in 5 classrooms
Visions	\$5,490 – fix library floor
Visions	\$1,250 – moving class and library furniture

### 4. Personnel

a. To approve/ratify updated new hires:

Employee	Position	Pay Rate	Position Duration (10/12)
Juan Puppo	Spanish	\$50,000	10
Jenna McKinney	Phys Ed	\$57,500	10

b. To approve/ratify the resignation of the following staff members:

Employee	Position	Resignation Date
Kyle Kaminkas	Phys Ed	6/13/18
Allison Trapp	Manager of Student Life	7/20/18
Dan Finn	Assistant Principal	8/14/18

c. To approve/ratify following changes in salary:

Name	MOY Salary (Board Approved)	EOY Salary (Adjusted & Final)	% Increase Detail
Taylor Block	\$48,000	\$48,960	2%
Melissa Carberry	\$50,500	\$51,000	1%
Kimetria Dormevil	\$80,871	\$81,664	1%
Marie Helms	\$56,560	\$57,120	1%
Melissa Kapish	\$68,175	\$68,850	1%
Salvatore LaBruno	\$67,993	\$68,668	1%
Olivia LeVach	\$50,000	\$50,490	1%
Sandra Mehmedagic	\$60,000	\$61,200	2%
Nicole Ryan	\$48,000	\$48,480	1%
Dana Skillman	\$53,025	\$53,550	1%

Sherry Toner	\$80,070	\$80,855	1%
Shatiika Waldron	\$77,273	\$78,803	2%
Jessica Brandenburg (Fazzie)	\$81,151	\$82,000	1%
Mary Mooney	\$66,750	\$67,500	1%
Freya Lund	\$115,000	\$115,566	1%

d. To approve/ratify the following staff changes in position:

Name	New Title	Former Salary	New Salary
Cynthia Spotwood	Director of Operations	\$61,200	\$70,000
Michelle Mendez	Operations Coordinator	\$25,000	\$30,000

e. To approve/ratify the following Staff Travel and Reimbursement:

Employee	Cost	Description	Date
Mary Mooney	\$150	Observing in NGSS Classroom	7/31/18
All	\$1,500	Jason Epting providing whole staff Equity PD	8/13/18

f. To approve/ratify the following staff stipends:

Employee	Position	Stipend Reason	Stipend Amount
Shatiika Waldron	4 <sup>th</sup> RELA	4 <sup>th</sup> Team Lead	\$1,000
Kimetria Dormevil	5 <sup>th</sup> RELA	5 <sup>th</sup> Team Lead	\$1,000
Cynthia Taylor	6 <sup>th</sup> RELA	6 <sup>th</sup> Team Lead	\$1,000
Corey Michener	7 <sup>th</sup> RELA	7 <sup>th</sup> Team Lead	\$1,000
Gail Somers	8 <sup>th</sup> Science	8 <sup>th</sup> Team Lead	\$1,000
Gail Somers	8 <sup>th</sup> Science	Science Content Lead	\$1,000
Amber Stewart	PE/Gym	Athletic Coordinator (check with Becca)	\$5,000
V. Perez	6 <sup>th</sup> Math	PAC Lead	\$1,000
Muldoon	8 <sup>th</sup> RELA	HS Placement	\$1,000
Stiles	8 <sup>th</sup> Math	HS Placement	\$1,000

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg		X			
Thomas Rebar					X	Rich Wells	1	X			
Latifah Austin-Bentley					X	Chuck Freyer	2	X			

## 5. Curriculum/Special Education

a. To approve/ratify curriculum purchases:

Department	Vendor	Amount
Math	Carnegie	\$10,820
Math	Great Minds (Eureka)	\$380
Math	iReady	\$5,163
Math	Didact- manipulatives	\$715
Science	Supplies	\$141.21
Reading	B&N- Updated Texts	\$2,600

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	1	X			

Thomas Rebar					X	Rich Wells	2	X			
Latifah Austin-Bentley					X	Chuck Freyer		X			

**6. Policy / Governance / Operations / Miscellaneous**

- a. To ratify/approve 2018-19 Student & Family Handbook
- b. To ratify/approve HIB School Self-Assessment
- c. To ratify/approve Business Lease Agreement

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal	2	X				Kenneth Somberg		X			
Thomas Rebar					X	Rich Wells	1	X			
Latifah Austin-Bentley					X	Chuck Freyer		X			

**VII. NEW BUSINESS**

**VIII. OLD BUSINESS**

1. Bonus for October 15th, separate check, 2%.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal	1	X				Kenneth Somberg	2	X			
Thomas Rebar					X	Rich Wells		X			
Latifah Austin-Bentley					X	Chuck Freyer		X			

**IX. 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.

**X. IMPORTANT DATES**

1. Next board meeting Tuesday, September 18, 2018

**XI. MOTION TO ADJOURN – 3:12 pm**

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	1	X			
Thomas Rebar					X	Rich Wells	2	X			
Latifah Austin-Bentley					X	Chuck Freyer		X			