

Princeton Charter School

Board of Trustees

Meeting of the Board of Trustees, September 14, 2016

Board Members Present: Paul Josephson, Amanda Rose, Brandice Canes-Wrone, Dipty Jain, Maryellen McQuade, Lily Zou, Harlan Tenenbaum. Khalid Anwar called in.

Board Members excused: Randy Hubert,

Others present: Lawrence D. Patton, PCS's Head of School, Lisa Eckstrom and Gail Wilbur, PCS Assistant Heads of School, Robert Long, Interim SBA and Board Secretary, Maria Maldacena, President, Friends of PCS, Parker Block

I. Opening of Meeting

Paul Josephson announced that this meeting was being held in accordance with the Open Public Meetings Act and that forty-eight hours advance notice of the date, time and location, had been provided to the Princeton Public Library; The Trenton Times; The Town Topics; Princeton; Mercer County Clerk; Princeton Public Schools' Business Office; the Mercer County Superintendent of Education; and Peapack-Gladstone Bank in the public notice on July 15, 2015

II. Approval of Prior Minutes

The minutes from the August 24, 2016 (**Board Document 08-24-16-01**) were presented for approval. It was determined that the minutes presented were incomplete. Amanda Roset moved to table the review of the August 24, 2016 minutes until the October 19, 2016; Brandice Canes-Wrone seconded; and all present voted in favor.

III. Closed Session (To review HIB, personnel and student matters)

NONE

IV. Public Comment

Mr. Parker Block asked Staff and Board to comment on recent PARCC test scores earned by PCS students and to identify markers in the test results that provide insight into the academic progress taking place at PCS. Lawrence Patton, PCS Head of School subsequently responded to Mr. Block's question, after which Mr. Block had no further questions.

V. Head of School Report/Recommendations

A general update report on PCS activities (**Board Document 09-14-16-02**) was reviewed by Head of School Lawrence Patton and included in the Board packet.

1. HIB Self-Assessment Report: The Board considered Head of School's report on the PCS HIB Self-Assessment report. Amanda Rose moved that the HIB Self-Assessment Report be accepted; Brandice Canes-Wrone seconded; and all present voted in favor.

RESOLUTION

The PCS Board of Trustees hereby accepts the HIB Self-Assessment Report as presented by Head of School Lawrence Patton. (**Board Document 09-14-16-03**). **Board Resolution [09-14-16-01]**

2. 2016-2017 FACULTY/STAFF TRAVEL

Faculty/Staff travel was presented for Board approval (**Board Document 09-14-16-04**). After discussion Amanda Rose moved that the Faculty/Staff travel be approved; Brandice Canes-Wrone seconded; and the Board unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby approves the Faculty/Staff travel set forth as above (**Board Document 09-14-16-04**). **Board Resolution [09-14-16-02]**

3. 2016-2017 FIELD TRIPS

Lawrence D. Patton presented Field Trip requests (**Board Document 09-14-16-05**), after discussion Amanda Rose moved to approve the Field Trip requests; Brandice Canes-Wrone seconded; and the Board unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby approves the Field Trips set forth as above (**Board Document 09-14-16-05**) **Board Resolution [09-14-16-03]**

VI. Board Committee and Other Reports

1. Maria Maldacena, President, Friends of PCS provided a verbal report on the activities of PCS's Friends PTO.
2. Communications Committee: Amanda Rose provided an update on a letter from the PCS Board of Trustees to the greater PCS community.

VII. Policies and Plans

NONE

VIII. Faculty/Staff Appointments

1. Substitute Teacher
 - a. Joanna Franc Chrambanis

After discussion, Amanda Rose moved to hire Joanna Franc Chrambanis as a Substitute Teacher for the 2016-2017 school year; Brandice Canes-Wrone seconded and a roll call vote was taken; the vote is as follows:

Khalid Anwar- yes	Paul Josephson- yes	Harlan Tenenbaum- yes
Randy Hubert- absent	Maryellen McQuade-yes	Brandice Canes-Wrone- yes
Dipty Jain - yes	Amanda Rose- yes	Lily Zou - yes

RESOLUTION

The PCS Board of Trustees hereby hires Joanna Franc Chrambanis as a Substitute Teacher for the 2016-2017 school year. **Board Resolution [09-14-16-04]**

IX. School Business Reports

1. CHECK REGISTER

The Check Register for the time period of August 01, 2016 – September 9, 2016 (**Board Document 09-14-16-06**) in the amount of \$304,835.51 for general expenses was presented.

2. BANK RECONCILIATION REPORT

The Bank Reconciliation Report for the month of July 2016 (**Board Document 09-14-16-07**) was presented for approval.

3. CERTIFICATION OF PAYROLL

- a. August 15, 2016 - \$48,042.59
- b. August 30, 2016- \$38181.76

4. LINE 108 AND BOARD SECRETARY REPORTS

The August 2016 Line 108 Report and Board Secretary Report were presented for approval (**Board Document 09-14-16-08**).

Amanda Rose moved to accept and approve items IX: 1-4; Brandice Cane-Wrone seconded; and the Board unanimously voted to accept and approve the following:

RESOLUTION

RESOLVED, that the PCS Board of Trustees hereby accepts and approves the School Business Reports, items IX: 1-4 as detailed above.

RESOLVED, that the PCS Board of Trustees accepts and approves the School Business Reports as set forth above; and that pursuant to N.J.A.C. 6:20-2.13(3), the Board of Trustees certify that as of August 31, 2016, after review of the monthly financial reports (Line 108 and Board Secretary reports (**Board Document 09-14-16-09**), that to the best of their knowledge no major account or funds has been over expended in violation of N.J.A.C. 6A: 12-21.11(b) and that there are sufficient funds available to meet the charter's financial obligations for the remainder of the fiscal year. **Board Resolution [09-14-16-05]**

X. Harassment, Intimidation & Bullying

NONE

XI. Approval of Engagements/Contracts

RESOLVED, that the Board of Trustees waive the requirements to maximize SEMI for the 2016-17 school year due to the fact that PCS has fewer than 40 Special Education Medicaid eligible students.

Amanda Rose moved to approve the SEMI waiver; Maryellen McQuade seconded; and the Board unanimously voted to accept and approve the following:

RESOLUTION

RESOLVED, the Board of Trustees approves the SEMI waiver.
Board Resolution [09-14-16-06]

XII. Adjournment

Amanda Rose moved to adjourn the meeting; Maryellen McQuade seconded; and the Board approved adjournment of the meeting at 8:07 pm.

Respectfully submitted,

Robert Long
Interim Board Secretary