

**Regular Monthly Meeting Minutes
Wednesday, December 11, 2019 – 7:00 pm
Marsee Center Building**

- A. Call to Order by Board President – 7:17 pm**
B. Public Notice of Meeting/NJ Sunshine Law

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Princeton Charter School Board of Trustees has caused notice of this meeting to be given by having the date; time and place mailed to the Clerk of the Municipality; advertised in Town Topics, Trenton Times & Reporte Hispano; mailed to the County Superintendent of Schools; posted in the faculty lounge and on the school's website.

- C. Roll Call**

Voting Members	Role	Present	Absent
Brandice Canes-Wrone	Trustee, Vice President	X, arrived 8:45 pm	
Roxanna Choe	Trustee, Secretary	X	
Stefanos Damianakis	Trustee, Treasurer	X	
Rebecca Feder	Trustee	X	Left 9:04pm
Minzhi Liu	Trustee	X	
Maryellen McQuade	Trustee, President	X	
Lorie Roth	Trustee	X	
Harlan Tenenbaum	Trustee	X	
Olga Troyanskaya	Trustee	X	

- D. Adjourn Public Session and Open Closed Session – 7:17 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone					X	Maryellen McQuade		X			
Roxanna Choe		X				Lorie Roth		X			
Stefanos Damianakis	1 st	X				Harlan Tenenbaum		X			
Rebecca Feder		X				Olga Troyanskaya	2 nd	X			
Minzhi Liu		X									

The Board adjourns to closed session to discuss HIB cases and contract negotiations with the bank lending money for the building expansion and the contractor for the expansion project.

- E. Adjourn Closed Session and Open Public Session – 7:54 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone					X	Maryellen McQuade	1 st	X			
Roxanna Choe		X				Lorie Roth		X			
Stefanos Damianakis		X				Harlan Tenenbaum		X			
Rebecca Feder	2 nd	X				Olga Troyanskaya		X			
Minzhi Liu		X									

F. Adoption of the Minutes

- RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on November 13, 2019.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade	1 st	X			
Roxanna Choe		X				Lorie Roth		X			
Stefanos Damianakis	2 nd	X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya	1 st	X			
Minzhi Liu		X									

G. Public Comment

H. Head of School Report/Recommendations

- RESOLVED**, that the Board of Trustees accepts the Head of School Report and approves the Head of School Recommendations.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade		X			
Roxanna Choe	2 nd	X				Lorie Roth		X			
Stefanos Damianakis	1 st	X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya		X			
Minzhi Liu		X									

I. Board Committee and Other Reports

Open house (admissions) update on by Ms. Choe. Personnel update by Ms. McQuade.

J. Curriculum

- RESOLVED**, that the Board of Trustees approves the following class trips:

Trip Location	Type of trip	Costs & funding source	Number of Students Attending	Date	Educational purpose
Philadelphia Zoo	1 st Grade	Cost to students: \$20 per student, not to exceed \$840.00 Bus Expense not to exceed: \$595.00 Venue and ticket cost: \$689.00	42 with 12 adults	5/12/2020	TBD
Pennsbury Manor	4 th Grade	Cost to student: \$12.00, not to exceed \$600.00 Bus Expenses: Not to exceed \$595.00 Venue and Ticket Cost: \$450.00	50 Students with 3 adults and 1 nurse	5/28/2020	Interactive Exploration of Colonial Period in America
The Penn Museum of Archaeology and Anthropology	5 th Grade	Cost to school: \$210.00 (estimated) Bus: \$560.00 (estimated) Tickets for Workshop: \$650.00 (estimated) Students responsible: \$20.00	50 Students with 5 adults	1/24/2020 (will have a snow date in case of inclement weather)	The experience of examining ancient Egyptian Artifacts firsthand.

		per student, at a total of \$1,000.00			
--	--	---------------------------------------	--	--	--

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade	1 st	X			
Roxanna Choe	2 nd	X				Lorie Roth		X			
Stefanos Damianakis		X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya		X			
Minzhi Liu		X									

K. Policies and Plans

- RESOLVED**, that the Board of Trustees approve the first reading of the following policy:
 - 4144 - Streamline Tenure Acquisition and Dismissal for Princeton Charter School Employees

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade	2 nd	X			
Roxanna Choe		X				Lorie Roth		X			
Stefanos Damianakis		X				Harlan Tenenbaum	1 st	X			
Rebecca Feder					X	Olga Troyanskaya		X			
Minzhi Liu		X									

L. Faculty/Staff Appointments - NONE

M. School Business Reports

- RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for month ending **November 2019** as per the attached. Pursuant to N.J.A.C. 6A:23-16.10 et seq., the Princeton 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 month ending **November 2019**, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-16.10 et seq., and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- RESOLVED**, that the Board of Trustees approve the check register for the time period November 14, 2019 to December 11, 2019.
- RESOLVED**, that the Board of Trustees Certify the payrolls for the following dates:
 - November 15, 2019 - \$244,137.22
 - November 26, 2019 - \$216,757.08

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade		X			
Roxanna Choe	2 nd	X				Lorie Roth		X			
Stefanos Damianakis	1 st	X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya		X			
Minzhi Liu		X									

N. Harassment, Intimidation & Bullying

- RESOLVED**, that the Board of Trustees accepts the December HIB Report.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade		X			
Roxanna Choe		X				Lorie Roth		X			
Stefanos Damianakis	1 st	X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya	2 nd	X			
Minzhi Liu		X									

O. Approval of Engagements/Contracts

- RESOLVED**, that the Board of Trustees move to approve the following Staff Professional Development:

Employee	Cost	Description	Date
Susan Kushner	Attendance: \$0.00 Travel Reimbursement: Not to exceed \$4.10 (11.6 miles)	Explanation and more detail about sexual orientation and gender identity. How they truly differ	12/17
Lisa Eckstrom	Attendance: \$0.00 Travel Reimbursement: TBD	Explanation and more detail about sexual orientation and gender identity. How they truly differ	12/17
Margaret Gies	Attendance: \$279.00 Travel Reimbursement: TBD	Promoting Academic Success for young children (Preschool + Kindergarten)	1/29/2020
Lisa Eckstrom	Attendance: \$35.00 Reimbursement: \$35.00 (Payment was only accepted via Paypal)	Help form connections to other nonprofits to help benefit PCS's program	1/27/2020
Stephanie LaMont	Attendance: \$279.00 Travel Reimbursement: TBD	Promoting Academic Success for young children (Preschool + Kindergarten)	1/27/2020
Susan Kushner	Attendance: \$0.00	The impact of gender on experiences + trauma. Also, how to do positive responses to trauma related behaviors	12/6
Erin Auletta	Attendance: \$175.00	Help Ms. Auletta become an effective teacher especially for kids who have ADHD	1/23/20

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone	2 nd	X				Maryellen McQuade		X			
Roxanna Choe	1 st	X				Lorie Roth		X			
Stefanos Damianakis		X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya		X			
Minzhi Liu		X									

P. Public Comment – NONE

Q. New Business

- RESOLVED**, that the Board of Trustees appoints Ms. Lisa Eckstrom as the Affirmative Action Officer, pursuant to N.J.A.C 6:4-1.4 for the 2019/2020 school year.
- RESOLVED**, that the Board of Trustees authorizes the Affirmative Action Team to conduct a Needs Assessment and develop the Comprehensive Equity Plan (CEP), with the following members:
 - Lisa Eckstrom, Affirmative Action Officer and Assistant Head of School (5-8)
 - Larry Patton, Head of School

- Gail Wilbur, Assistant Head of School (K-4)
- Susan Kushner (School Guidance Counselor)
- Kevin Allen (Math teacher)
- Erinn Auletta (English teacher)
- Alma Deinstadt (Spanish and History teacher)
- Carol Martin (Community leader and parent of two PCS alumni)
- Roxy Choe (Board of Trustees member and parent of current and former students).

3. **RESOLVED**, that the Board of Trustees authorizes the submission of the Comprehensive Equity Plan for School Years 2019-20 through 2021-22 to the Mercer County Office of Education.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade	1 st	X			
Roxanna Choe		X				Lorie Roth		X			
Stefanos Damianakis	2 nd	X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya		X			
Minzhi Liu		X									

R. Adjournment – 9:21 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Brandice Canes-Wrone		X				Maryellen McQuade	2 nd	X			
Roxanna Choe		X				Lorie Roth		X			
Stefanos Damianakis	1 st	X				Harlan Tenenbaum		X			
Rebecca Feder					X	Olga Troyanskaya		X			
Minzhi Liu		X									