

# Princeton Charter School

## *Board of Trustees*

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Meeting of the Board of Trustees  
May 13, 2015

Board Members Present: Khalid Anwar, Brandice Canes-Wrone, Randy Hubert, Paul Josephson, Kinga Kaminska, Amanda Rose, Trusha Shah and Alan Zetterberg.

Board Members excused: Shannon Daley-Harris

Others present: Lawrence D. Patton, PCS's Head of School; Gail Wilbur and Lisa Eckstrom, PCS's Assistant Heads of School; Rob Long, Business Office (called in.); Roxy Choe, President of Friends of PCS; Lindsey Donaldson, Recorder.

Others excused: Diane Potorski, PCS's School Business Administrator/Board Secretary.

### **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 Clerks; Princeton Public Schools Business Office; the Mercer County Superintendent of Education; Capital One, N.A. in the public notice on June 2, 2014.

### **II. Approval of Prior Minutes**

The minutes from the April 8, 2015 meeting (**Board Document 04-08-15-01**) were presented for approval. Randy Hubert moved that the minutes be adopted, Alan Zetterberg seconded, and all present voted in favor.

### **III. Public Comment**

Roxy Choe raised the issue of the need for an increased security presence at the school in the light of recent events at Riverside Elementary and John Witherspoon Middle School. After discussion it was decided to gauge the level of concern being experienced by parents and students in the end-of-year survey.

### **IV. Organization Of The Board**

#### **1. CERTIFICATION OF ELECTION**

PCS's 2015 Board of Trustees Election was held from April 30 through May 4, 2015, through a Survey Monkey ballot process. Four candidates ran for three spots on PC Board of Trustees; the candidates are as follows: Khalid Anwar, Randy Hubert, Maryellen McQuade and Oscar Torres-Reyna.

The Nominating Committee met and processed the results of the election. Paul Josephson, the chair of PCS's Nominating Committee, reported that after 201 voters had cast their votes, the candidates with the highest votes were for the following candidates: Khalid Anwar, Randy Hubert and Maryellen McQuade. Each candidate's term will begin on July 1, 2015 to June 30, 2018.

Randy Hubert moved to accept the above election results, Alan Zetterberg seconded and the PCS Board of Trustees unanimously approved the following:

#### **RESOLUTION**

The PCS Board of Trustees hereby certifies the 2014 Board of Trustee election results and recognizes the following three candidates as those with the highest votes and who will be in office from July 1, 2015 to June 30, 2018 as Khalid Anwar, Randy Hubert and Maryellen McQuade.

**Board Resolution [05-13-15-01]**

The PCS Board of Trustees congratulated and welcomed Maryellen McQuade to the Board.

## 2. ELECTION OF OFFICERS FOR THE 2015-2016 SCHOOL YEAR

This item will be held over until the June 10<sup>th</sup>, 2015 meeting.

## 3. ADOPTION OF THE 2015-2016 BOARD OF TRUSTEE MEETING CALENDAR

The calendar of Board meetings was proposed for the 2015-2016 school year (**Board Document 05-13-15-02**). After discussion the Board proposed the following:

- (a) Meetings will be held on the second Wednesday of the month, when possible or no other conflicts arise.
- (b) Meetings to be held at 7:00 PM, except as otherwise noted.
- (c) Meetings will be held at the Marsee Center at 100Bunn Drive, Princeton, NJ.
- (d) The first regularly scheduled Board meeting of the 2015-2016 school year will be on July 22, 2015 at the Marsee Center.

**Board Calendar 2015-2016**

July 22, 2015, Wednesday (9 am)  
 August 19, 2015, Wednesday (9 am)  
 September 9, 2015, Wednesday (7 pm)  
 October 14, 2015, Wednesday (7 pm)  
 November 11, 2015, Wednesday (7 pm)  
 December 9, 2015 Wednesday (7 pm)  
 January 13, 2016, Wednesday (7 pm)  
 February 10, 2016, Wednesday (7 pm)  
 February 20, 2016, Saturday (Board Retreat) (8am – 4pm)  
 March 9, 2016, Wednesday (7 pm)  
 April 13, 2016, Wednesday (7 pm)  
 May 11, 2016, Wednesday (Annual meeting) (7 pm)  
 June 8, 2016, Wednesday (7 pm)

Brandice Canes-Wrone moved to adopt the meeting schedule for PCS Board of Trustees, Khalid Anwar seconded and the PCS Board of Trustees unanimously approved the following:

**RESOLUTION**

The PCS Board of Trustees hereby adopts the Board of Trustees regular meeting schedule, set forth as above, for the 2015-2016 school year.

**Board Resolution [05-13-15-02]**

## 4. CURRENT BOARD OF TRUSTEES POLICIES AND BYLAWS

Randy Hubert moved to readopt the PCS Board Policy Manual and Bylaws of the Board, Khalid Anwar seconded and the PCS Board of Trustees unanimously approved the following:

**RESOLUTION**

The PCS Board of Trustees hereby adopts the Board of Trustees regular meeting schedule, set forth as above, for the 2015-2016 school year.

**Board Resolution [05-13-15-03]**

## 5. ADOPT SCHOOL CURRICULUM, including textbooks, workbooks and other instructional materials

for all subject areas for the 2015-2016 school year. (This includes the new typing program, Keyboarding Without Tears.)

Amanda Rose moved to adopt the PCS’s current K-8 curriculum, textbooks, workbooks and other instructional materials for all subject areas for the 2015-2016 school year. Khalid Anwar seconded and the PCS Board of Trustees unanimously approved the following:

**RESOLUTION**

The PCS Board of Trustees hereby adopts PCS’s current K-8 curriculum, textbooks, workbooks and other instructional materials for all subject areas for the 2015-2016 school year.

**Board Resolution [05-13-15-04]**

**6. APPOINTMENT OF HEAD OF SCHOOL / CHARTER SCHOOL LEAD PERSON**

Amanda Rose moved the appointment of Lawrence D. Patton as PCS’s Head of School/Lead Person for the 2015-2016 school year. Alan Zetterberg seconded and a roll call vote was taken. The vote is as follows:

Paul Josephson	- yes	Amanda Rose	- yes	Shannon Daley Harris	- yes
Khalid Anwar	- yes	Brandice Canes- Wrone	- yes	Randy Hubert	- yes
Kinga Kaminska	- yes	Trusha Shah	- yes	Alan Zetterberg	- yes

**RESOLUTION**

The PCS Board of Trustees hereby appoints Lawrence D. Patton as PCS’s Head of School/Lead Person for the 2015-2016 school year.

**Board Resolution [05-13-15-05]**

**7. APPOINTMENTS OF OTHER INTERNAL OFFICERS / COORDINATORS FOR 2015-2016**

Amanda Rose moved the appointment of the following individuals for the 2015-2016 school year.

- (a) Qualified Purchasing Agent - Diane Potorski  
Allowing bid threshold to be \$36,000; quote threshold - \$5,400
- (b) Public Agency Compliance Officer (PACO) - Diane Potorski
- (c) Custodian of Public Records - Diane Potorski
- (d) Board Secretary - Diane Potorski
- (e) Emergency Management Coordinator - Lawrence D. Patton
- (f) Section 504 Officer - Gail Wilbur
- (g) Affirmative Action Officer - Lisa Eckstrom
- (h) Title IX Officer - Gail Wilbur
- (i) Homeless Liaison - Lisa Eckstrom
- (j) Integrated Pest Management Coordinator - Chris Tocco
- (k) Right to Know Custodians - Paula Davis  
- Kathy MacKenzie
- (l) Indoor Air Quality Coordinator - Chris Tocco
- (m) Chemical Hygiene Coordinator - Chris Tocco
- (n) Asbestos Management Coordinator - Chris Tocco

Alan Zetterberg seconded and the PCS Board of Trustees unanimously approved the following:

**RESOLUTION**

The PCS Board of Trustees hereby approves the 2015-2016 school year appointments as outlined above.

**Board Resolution [05-13-15-06]**

## 8. DESIGNATION OF THE FOLLOWING PROFESSIONAL SERVICES FOR 2015-2016

## (a) Official newspapers:

- Town Topics
- Trenton Times

Alan Zetterberg moved that the Town Topics and the Trenton Times shall be designated the official newspapers of the PCS Board for the 2015-2016 school year. Randy Hubert seconded and the PCS Board of Trustees unanimously approved the following:

## RESOLUTION

The PCS Board of Trustees hereby designates the Town Topics and the Trenton Times as the official the official newspapers of the PCS Board for the 2015-2016 school year.

**Board Resolution [05-13-15-07]**

## (b) Official Depositories

Alan Zetterberg moved that Peapack Gladstone shall be the official bank and designated depositories of PCS funds. Randy Hubert seconded and the PCS Board of Trustees unanimously approved the following:

## RESOLUTION

The PCS Board of Trustees hereby designates Capital One Bank the official bank and designated depositories of PCS funds.

**Board Resolution [05-13-15-08]**

Alan Zetterberg moved the appointment of the following professional service providers for the 2015-2016 school year:

## (c) Legal Counsel

- Apruzzese, McDermott, Mastro & Murphy
- Adams, Gutierrez & Lattiboudere, LLC

## (d) Pest Management Company

- Western Pest Services

## (e) Insurance Broker of Record (General Liability Insurance)

- GR Murray, ERIC North insurance pool

## (f) Insurance Broker of Record (Health Insurance)

- Brown and Brown

## (g) Special Education service provider

- Middlesex Educational Services Commission

## (h) Auditors

- Withum, Smith & Brown

## (i) Nursing Services

- Princeton Healthcare Systems

## (j) School Physician

- Dr. Robert Helmich

## (k) ERISA 403(b) Supplemental Plan

- TIAA-CREF

Randy Hubert seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby approves the 2015-2016 professional service providers as outlined above.  
**Board Resolution [05-13-15-09]**

9. MEMBERSHIP RENEWALS

Alan Zetterberg moved the following memberships for the 2015-2016 school year:

- (a) New Jersey Charter Public School Association
- (b) New Jersey School Boards Association
- (c) New Jersey Association of School Business Officials
- (d) New Jersey Association of Principals and Supervisors (NJPSA)

Randy Hubert seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby approves the membership renewals as outlined above.  
**Board Resolution [05-13-15-10]**

10. AUTHORITY TO PROCURE GOODS AND SERVICES THROUGH STATE CONTRACTS

Amanda Rose moved to authorize the School Business Administrator/ Board Secretary/Qualified Purchasing Agent:

- (a) To procure goods and services through state agencies (state contracts)
- (b) To purchase goods up to \$36,000 (bid threshold) and set the quote threshold at \$5,400

Alan Zetterberg seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby authorizes the School Business Administrator/ Board Secretary/ Qualified Purchasing Agent to procure goods and services through state contracts, purchase goods up to \$36,000 and set the quote threshold at \$5,400.  
**Board Resolution [05-13-15-11]**

11. BUSINESS ADMINISTRATOR AUTHORITY TO SOLICIT BIDS FOR BUDGETED ITEMS

Amanda Rose moved to authorize the School Business Administrator/ Board Secretary/Qualified Purchasing Agent to solicit bids for budgeted items in excess of \$36,000, set the quote threshold at 5,400 and solicit bids for budgeted items in excess of \$36,000. Alan Zetterberg seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby authorizes the School Business Administrator/ Board Secretary/ Qualified Purchasing Agent to solicit bids for budgeted items in excess of \$36,000.  
**Board Resolution [05-13-15-12]**

12. 2015-2016 PROFESSIONAL DEVELOPMENT / TRAVEL BUDGET

Alan Zetterberg moved to allow the maximum travel allowance for the 2015-2016 school year be established at \$30, 000. Randy Hubert seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby establishes the maximum travel allowance for the 2015-2016 school year to be \$30, 000.

**Board Resolution [05-13-15-13]**

**13. REGULAR SCHOOL DISTRICT TRAVEL**

Alan Zetterberg moved to authorize a \$400 travel reimbursement allowance for regular/general school district travel (state meetings, trips to the bank etc.) for each of PCS’s Administrative Staff consisting of the Head of School, Assistant Heads of School and the School Business Administrator/Board Secretary for the 2015-2016 school year. Randy Hubert seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby authorizes a \$400 travel reimbursement allowance for regular/general school district travel for each of PCS’s Administrative Staff consisting of the Head of School, Assistant Heads of School and the School Business Administrator/Board Secretary for the 2015-2016 school year.

**Board Resolution [05-13-15-14]**

**14. AUTHORITY TO SIGN CHECKS.**

Alan Zetterberg moved to allow any 2 of the following to sign checks:

- (a) Head of School
- (b) President of Board
- (c) Vice-President of Board
- (d) School Business Administrator/Board Secretary

Khalid Anwar seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby any 2 of the following to sign checks: Head of School, President of Board, Vice-President of Board and the School Business Administrator/Board Secretary as long as they are 2 different individuals.

**Board Resolution [05-13-15-15]**

**15. AUTHORITY TO PAY BILLS, AS NECESSARY, BETWEEN BOARD MEETINGS**

Alan Zetterberg moved to authorize the School Business Administrator/ Board Secretary to make payment of bills, as necessary, between Board meetings in the amount not to exceed \$2,000. Khalid Anwar seconded and the PCS Board of Trustees unanimously approved the following:

RESOLUTION

The PCS Board of Trustees hereby authorizes the School Business Administrator/ Board Secretary to make payment of bills, as necessary, between Board meetings in the amount not to exceed \$2,000.

**Board Resolution [05-13-15-16]**

**16. RATE OF PAY FOR SUBSTITUTE TEACHERS**

Randy Hubert moved that the rate of pay for PCS substitute teachers be the following:

- (a) \$85 per day - Sub certified
- (b) \$95 per day - 4-year degree, with sub cert
- (c) \$100 per day - Certified teacher
- (d) \$150 per day - Registered nurse

Brandice Canes-Wrone seconded and the PCS Board of Trustees unanimously approved the following:

## RESOLUTION

The PCS Board of Trustees hereby approves the 2015-2016 Substitute Teacher rate of pay to be the following:

- (a) \$85 per day - Sub certified
- (b) \$95 per day - 4-year degree, with sub cert
- (c) \$100 per day - Certified teacher
- (d) \$150 per day - Registered nurse

**Board Resolution [05-13-15-17]**

**V. Head of School Report- Recommendations**

**1. 2015-2016 FACULTY/STAFF TRAVEL**

Faculty/Staff travel was presented for Board approval (**Board Document 05-13-15-03**) after discussion Brandice Canes-Wrone moved that the Faculty/Staff travel be approved, Trusha Shah 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 05-13-15-03.**)

**Board Resolution [05-13-15-18]**

**2. 2015-2016 FIELD TRIPS**

Lawrence D. Patton presented a Field Trip request (**Board Document 05-13-15-04.**) After discussion Alan Zetterberg moved to approve the Field Trip request, Khalid Anwar seconded and the Board unanimously approved the following:

## RESOLUTION

The PCS Board of Trustees hereby approves the Field Trip set forth as above (**Board Document 05-13-15-04.**)

**Board Resolution [05-13-15-19]**

**3. 2015-2016 LUNCH PRICE**

Lawrence D. Patton recommended that the lunch prices remain as they were for 2014-2016.

- 1. Paid - \$4.75
- 2. Reduced - \$0.40
- 3. Adult - \$5.25

Alan Zetterberg moved to approve the lunch prices as described, Khalid Anwar seconded and the Board unanimously approved the following:

## RESOLUTION

The PCS Board of Trustees hereby approves the school lunch prices for the 2015-2016 school year to be the following: Paid - \$4.75, reduced - \$0.40 and adult \$5.25.

**Board Resolution [05-13-15-20]**

**4. HEAD OF SCHOOL REPORT**

Lawrence D. Patton presented a formal Board Report (**Board Document 05-13-15-05.**) Some of the highlights of this report are as follows:

- (a) Health insurance updates;
- (b) Drop-off and pick-up procedures;
- (c) Upstander groups – Student life initiatives;
- (d) DC trip for 8<sup>th</sup> graders;
- (e) English and math groupings / scheduling / co-teaching models;
- (f) Need for additional supervision.

Alan Zetterberg excused himself from the meeting.

**VI. Board Committee Reports**

**FRIENDS OF PCS**

Roxanna Choe, President of Friends of PCS, gave an overview report of Friends’ financial status and explained the sources of revenue and current expenses. She reported on recent and upcoming activities, namely Communiversiity, the spring picnic, field day, the appreciation breakfasts and the Book Fair. Friends will approve the budget for the 2015-2016 school year at the June meeting.

Paul Josephson requested that Roxanna Choe relay the Board’s thanks to Friends of PCS for their hard work and dedicated service to PCS students and community.

**CAPITAL AND ENDOWMENT**

Paul Josephson reported that the Capital and Endowment Fund had transferred \$125,000 to the school in fulfillment of its commitment to the school.

**FACILITIES COMMITTEE**

None

**FINANCE COMMITTEE**

None

**NOMINATING COMMITTEE**

None

**ADMISSIONS COMMITTEE**

Randy Hubert elaborated on the decision to move the lottery date deeper into the year. as the state reporting requirement does not require admissions data until later in the year, there is no need to hold the lottery as early as previously. Open house events will be held in November and January.

**VII. Curriculum**

Lawrence D. Patton reported that *Keyboarding without Tears* would replace *Typing Pals* as the program for teaching typing and keyboarding skills at PCS.

**V11. Policies**

The following policy was presented for approval: 5141.21 Administering Medication (**Board Document 05-13-15-06.**)

Randy Hubert moved to adopt the Administering Medication, Policy # 5141.21. Amanda Rose seconded, and the Board unanimously approved the following:

**RESOLUTION**

The PCS Board of Trustees hereby adopts the Administering Medication, Policy # 5141.21 (**Board Document 05-13-15-06.**)

**Board Resolution [05-13-15-21]**

**V111. Closed Session – Faculty/Staff Appointments**

Trusha Shah moved to enter into executive (closed) session at 9:15 PM, Kinga Kaminska seconded and the Board approved the following:

Princeton Charter School Board of Trustees hereby resolves, pursuant to the Open Public Meetings Act that said public body hold a closed session, to enter into closed session at 9:42 PM for the purpose of discussing contracts, personnel,



student and/or any legal matters. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken.

The PCS Board of Trustees moved into executive (closed) session to discuss matters that are deemed necessary to go into executive (closed) session to discuss.

**Board Resolution [05-13-15-22]**

Princeton Charter School Board of Trustees resolved to return to open session at 10:05 PM.

1. Non-tenured

Lawrence D. Patton requested that the following individuals be reappointed for the 2015-2016 school year (**Board Document 05-13-15-07**):

After discussion, Amanda Rose moved to reappoint the above faculty/staff members, Randy Hubert seconded and a roll call vote was taken. The vote was as follows:

Laura Celik	Lindsey Donaldson	Lisa Eckstrom
Marie Devlaminck	Kristi Dudek	Amanda Hartstein
Susan Kushner	Rachel Lamson	Samantha Lloyd
Amy Lohse	Jeff Madia	Lacey Plichta
Katelyn Schmitt	Joan Schubin	Steven Serradilla
Rob Short	Stacey Trenholm	Margaux Wisniewski

Paul Josephson	- yes	Amanda Rose	- yes	Shannon Daley Harris	- absent
Khalid Anwar	- yes	Brandice Canes- Wrone	- yes	Randy Hubert	- yes
Kinga Kaminska	- yes	Trusha Shah	- yes	Alan Zetterberg	- absent left early

RESOLUTION

The PCS Board of Trustees hereby reappoints the above faculty/staff members for the 2015-2016 school year.

**Board Resolution [05-13-15-23]**

2. Tenured

Lawrence D. Patton requested that the following individuals be reappointed for the 2015-2016 school year (**Board Document 05-13-15-07**):

Lisbeth Ashman-Kelley	Aaron Burt	Andrea Carney
Brian Ciuffreda	Alma Deinstadt	Susan Eustis
Alexandra Huggins	Dan Johnsen	Sabina Khachatryan
Stephanie LaMont	Laurie Ludgin	David Myers
Jeanne Nahan	Nancy O'Neil	Mark Papp
Larry Patton	Diane Potorski	Suzanne Ritter
Mark Schlawin	Linda Schnurman	Kelly Schwing
Carter Serxner	Jennifer Spoelker Kelley	Chris Tocco
Martha Toma	Ralitsa Zaharieva	Gail Wilbur

After discussion, Amanda Rose moved to reappoint the above faculty/staff members, Randy Hubert seconded and a roll call vote was taken. The vote was as follows:

Paul Josephson	- yes	Amanda Rose	- yes	Shannon Daley Harris	- absent
Khalid Anwar	- yes	Brandice Canes- Wrone	- yes	Randy Hubert	- yes
Kinga Kaminska	- yes	Trusha Shah	- yes	Alan Zetterberg	- absent left early

#### RESOLUTION

The PCS Board of Trustees hereby reappoints the above faculty/staff members for the 2015-2016 school year.

#### **Board Resolution [05-13-15-24]**

Trusha Shah excused herself from the meeting.

#### 3. New Hires

Lawrence D. Patton requested Arthur Eisenbach be appointed for the 2015-2016 school year (**Board Document 05-13-15-08**): After discussion, Randy Hubert moved to appoint Arthur Eisenbach, Amanda Rose seconded and a roll call vote was taken. The vote was as follows:

Paul Josephson	- yes	Amanda Rose	- yes	Shannon Daley Harris	- absent
Khalid Anwar	- yes	Brandice Canes- Wrone	- yes	Randy Hubert	- yes
Kinga Kaminska	- yes	Trusha Shah	- yes left early	Alan Zetterberg	- absent left early

#### RESOLUTION

The PCS Board of Trustees hereby appoints Arthur Eisenbach for the 2015-2016 school year.

#### **Board Resolution [05-13-15-25]**

#### SUBSTITUTE TEACHER HIRES

None.

### **IX. School Business Reports**

#### REFINANCING

Paul Josephson and Khalid Anwar updated the Board on the status of the refinancing efforts. PCS is slated to have EDA and Governor's approval by the next meeting. Brandice Canes-Wrone moved to authorize Paul Josephson, Khalid Anwar and Lawrence D. Patton to execute the refinancing documents as necessary.

#### RESOLUTION

The PCS Board of Trustees authorizes Paul Josephson, Khalid Anwar and Lawrence D. Patton to execute the refinancing documents as necessary.

#### **Board Resolution [05-13-15-26]**

#### CHECK REGISTER

The Check Register for the time period of April 1 – April 30, 2015 (**Board Document 05-13-15-09**) was presented. Khalid Anwar moved to adopt the check register, Randy Hubert seconded and the Board unanimously approved the following:

#### RESOLUTION

The PCS Board of Trustees approves the check register for the time period of March 1 – March 31, 2015 (**Board Document 05-13-15-09**) set forth as above.

#### **Board Resolution [05-13-15-27]**

#### BANK RECONCILIATION REPORT

The Bank Reconciliation Report for the month of April, 2015 (**Board Document 05-13-15-10**) was presented for approval. Khalid Anwar moved to approve the Bank Reconciliation Report, for the month of April, Randy Hubert seconded and the Board unanimously approved the following:

#### RESOLUTION

The PCS Board of Trustees hereby approves the April, 2015 Bank Reconciliation Report (**Board Document 05-13-15-10.**)

**Board Resolution [05-13-15-28]**

#### TRANSFERS

A transfer request list was presented for Board approval (**Board Document 05-13-15-11**). Khalid Anwar moved to approve the transfer request, Randy Hubert seconded and the Board unanimously approved the following:

#### RESOLUTION

The PCS Board of Trustees approves the transfer request list (**Board Document 05-13-15-11**) set forth as above.

**Board Resolution [05-13-15-29]**

#### CERTIFICATION OF PAYROLL

1. April 15, 2015 - \$176,738.29
2. April 30, 2015 - \$179,725.96

Khalid Anwar moved to approve the payroll for the month of April, 2015 set forth as above, Randy Hubert seconded and the Board unanimously approved the following:

#### RESOLUTION

The PCS Board of Trustees approves the April payroll, set forth as above.

**Board Resolution [05-13-15-30]**

#### LINE 108 AND BOARD SECRETARY REPORTS

The April Line 108 report and Board Secretary Report were presented for approval (**Board Document 05-13-15-12.**) Khalid Anwar moved to approve these reports, Randy Hubert seconded and the Board unanimously approved the following:

#### RESOLUTION

RESOLVED, that the Board of Trustees accept the Line 108 report and Board Secretary Report for the month of March, 2015. (**Board Document 05-13-15-12.**)

RESOLVED, that pursuant to N.J.A.C. 6:20-2.13(3), the Board of Trustees certify that as of March 31, 2015 after review of the monthly financial reports (Line 108 and Board Secretary reports), 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 [05-13-15-31]**

#### **X. Acceptance of Grants**

Randy Hubert moved to accept a grant in the amount of \$27,000 from Friends of PCS, to support the spring 2015, after school clubs. Khalid Anwar seconded and the PCS Board of Trustees unanimously approves the following:

RESOLUTION The PCS Board of Trustees hereby accepts a grant in the amount of \$27,000 from Friends of PCS, which was used to support the spring 2015 after school clubs.

**Board Resolution [05-13-15-32]**

**X1. Harassment, Intimidation & Bullying**

The HIB report for May 13, 2015 was presented.

**X11. Approval of Engagements / Contracts**

None

**X1V. Unfinished Business/New Business**

Randy Hubert moved the appointment of Lindsey Donaldson, in the absence of Diane Potorski (SBA), as Assistant Secretary to the Board (for the purpose of witnessing signatures on refinancing documents.) Brandice Canes-Wrone seconded and the Board.

**RESOLUTION**

The PCS Board of Trustees hereby appoints Lindsey Donaldson, in the absence of Diane Potorski (SBA), as Assistant Secretary to the Board (for the purpose of witnessing signatures on refinancing documents.)

**Board Resolution [05-13-15-33]****XV. Public Comment**

None

**XV1. Adjournment**

Amanda Rose moved to adjourn the meeting at 10:20 PM, Alan Zetterberg seconded and the Board unanimously agreed.

Respectfully submitted,

Lawrence D. Patton  
Head of School