

Princeton Charter School

Board of Trustees

Meeting of the Board of Trustees, November 9, 2016

Board Members Present: Paul Josephson, Amanda Rose, Brandice Canes-Wrone (arrived at 7:48 PM), Randy Hubert, Dipty Jain, Maryellen McQuade, Lily Zou, Harlan Tenenbaum. Khalid Anwar called in.

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

I. Opening of Meeting - 7:09 PM

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 October 13, 2016 special Board meeting (**Board Document 10-13-16-01**); the minutes from the October 19, 2016 regular monthly Board meeting (**Board Document 10-19-16-01**); were presented for approval. Maryellen McQuade moved to approve the minutes from the October 13, 2016 meeting, and the minutes from the October 19, 2016 Board meeting; Dipty Jain seconded; and all present voted in favor.

III. Public Comment

NONE

IV. Head of School Report/Recommendations

A general update report on PCS activities (**Board Document 11-9-16-02**) was reviewed by Head of School Lawrence Patton and included in the Board packet.

1. 2016-2017 FACULTY/STAFF TRAVEL

Faculty/Staff travel was presented for Board approval (**Board Document 11-9-16-03**). After discussion Maryellen McQuade moved that the Faculty/Staff travel be approved; Dipty Jain 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 11-9-16-03**). **Board Resolution [11-9-16-01]**

2. 2016-2017 FIELD TRIPS

Lawrence D. Patton presented Field Trip requests (**Board Document 11-9-16-04**). After discussion. Dipty Jain moved to approve the Field Trip requests; Maryellen McQuade 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 11-9-16-04**). **Board Resolution [11-9-16-02]**

V. Board Committee and Other Reports

NONE

VI. Curriculum

NONE

VII. Policies and Plans

NONE

VIII. Faculty/Staff Appointments

1. Substitute Teachers
 - a. Maria Palombo (**Board Document 11-9-16-05**)

After discussion, Maryellen McQuade moved to hire Maria Palombo as a Substitute Teacher for the 2016-2017 school year; Dipty Jain seconded and a roll call vote was taken; the vote is as follows:

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

RESOLUTION

The PCS Board of Trustees hereby hires Maria Palombo as a Substitute Teacher for the 2016-2017 school year. **Board Resolution [11-9-16-03]**

IX. School Business Reports

1. CHECK REGISTER

The Check Register for the time period of October 01, 2016 – November 3, 2016 (**Board Document 11-9-16-06**) in the amount of \$693,339.98 for general expenses was presented.

2. BANK RECONCILIATION REPORT

The Bank Reconciliation Report for the month of October 2016 (**Board Document 11-9-16-07**) was presented for approval.

3. CERTIFICATION OF PAYROLL

- a. October 14, 2016 - \$177,271.09
- b. October 30, 2016- \$178,510.03

4. LINE 108 AND BOARD SECRETARY REPORTS

The August 2016 Line 108 Report and Board Secretary Report were presented for approval (**Board Document 11-9-16-08**).

Dipty Jain moved to accept and approve items IX: 1-4; Maryellen McQuade 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 October 30, 2016, after review of the monthly financial reports (Line 108 and Board Secretary reports (**Board Document 11-9-16-08**), 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 [11-9-16-04]**

X. Harassment, Intimidation & Bullying

The October report was presented for acceptance by the Board. Maryellen McQuade moved that the October report be approved; Dipty Jain seconded; and the Board unanimously voted in favor.

XI. Approval of Engagements/Contracts

NONE

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

Dipty Jain moved to enter into executive (closed) session at 7:34 PM., Maryellen McQuade seconded and the Board approved the following: Princeton Charter School Board of Trustees hereby resolves, pursuant to the Open Public Meetings Act that said a public body may enter into closed session 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.

RESOLUTION

Dipty Jain moved, Maryellen McQuade seconded, and all present voted in favor of moving the PCS Board of Trustees into executive (closed) session to discuss contractual matters. **Board Resolution [11-9-16-05]**

XIII. Return to Open Session

The Board resolved (Maryellen McQuade moved, Dipty Jain seconded and the Board approved) to return to open session at 11:09 PM.. **Board Resolution [11-9-16-06]**

XIV. Public Comment

NONE

XV. Adjournment

Maryellen McQuade moved to adjourn the meeting; Dipty Jain seconded; and the Board approved adjournment of the meeting at 11:10 PM, November 9, 2016.

Respectfully submitted,

Robert Long
Interim Board Secretary