

Regular Monthly Meeting Minutes
Wednesday, August 21, 2019 – 9:00 am
Marsee Center Building

- A. Call to Order by Board President – 9:09 am**
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	
Roxanna Choe	Trustee	X	
Stefanos Damianakis	Trustee, Treasurer		X
Rebecca Feder	Trustee	X	
Paul Josephson	Trustee, Secretary		X
Minzhi Liu	Trustee		X
Maryellen McQuade	Trustee, President	X	
Lorie Roth	Trustee	X	
Harlan Tenenbaum	Trustee		X

D. Adjourn Public Session and Open Closed Session – 9:10 am

Board adjourns to discuss a personnel matter.

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

E. Adjourn Closed Session and Open Public Session – 9:13 am

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

F. Adoption of the Minutes

- RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on **July 10, 2019**.

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

G. Public Comment - NONE

H. Head of School Report/Recommendations

- Faculty/Staff Travel

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				Minzhi Liu					X
Roxanna Choe	2 nd	X				Maryellen McQuade		X			
Stefanos Damianakis					X	Lorie Roth		X			
Rebecca Feder	1 st	X				Harlan Tenenbaum					X
Paul Josephson					X						

I. Board Committee and Other Reports - NONE

K. Curriculum - NONE

L. Policies and Plans

- RESOLVED**, that the Board of Trustees approve the 2nd and final reading of the Staff Handbook.
- RESOLVED**, that the Board of Trustees approve the 2nd and final reading of the Parent/Student Handbook.

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

M. Faculty/Staff Appointments

- RESOLVED**, that the Board of Trustees approve the following substitute teachers for the 2019-2020 school year:

Name	Notes
• Kathy Chrzan	Previous PCS employee
• Kalpana Mehta	Previously long-term substitute
• Pillar Fradin	New Sub Request - Interviewed for elementary school position
• Amy de Lorenzo	On Current Sub List

• Savitha Gokulraman	On Current Sub List
• David Goldberg	On Current Sub List
• Elisabeth Hauptmann	On Current Sub List
• Kimberley Weseloh	On Current Sub List

- RESOLVED**, that the Board of Trustees approves **Suzy Dilorio** as Speech Language Pathologist for the 2019-2020 school year.
- RESOLVED**, that the Board of Trustees approves **Sheila Polite** as School Psychologist for the 2019-2020 school year.

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

K. School Business Reports

- RESOLVED**, that the Board of Trustees approves the preliminary Board Secretary’s and Bank Reconciliation Reports for month ending June 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 June 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 July 11, 2019 to August 21, 2019.
- RESOLVED**, that the Board of Trustees Certify the payrolls for the following dates:
 - July 15, 2019 \$31,316.48
 - July 30, 2019 \$67,280.03
 - August 15, 2019 \$31,799.82
- Fourth Note Extension and Covenant Waiver Agreement**

1. RESOLVED, that Maryellen McQuade, being the President of this corporation (the “Company”) be and he is hereby authorized and empowered in the name and on behalf of this Company to execute and deliver to Peapack-Gladstone Bank, its successors and/or assigns (hereinafter called “Lender”), the following:

a. Fourth Note Extension and Covenant Waiver Agreement extending the term of a committed line of credit loan from Lender originally dated June 17, 2015, in the face amount of \$500,000.00 (the “Loan”) until March 31, 2020, and requesting a one-time waiver of the minimum Debt Service Coverage Ratio covenant as required by the Loan and Security Agreement executed in connection with the Loan and a modification of the Debt Service Coverage Ratio as defined in the Loan and Security Agreement; and

b. Any and all documents in connection therewith to effectuate the above transaction.

2. BE IT FURTHER RESOLVED, the officer referred to in the foregoing resolution is:

Maryellen McQuade President

(Signature)

3. FURTHER RESOLVED, that Lender is authorized to rely upon the aforesaid resolutions until receipt of written notice of any change.

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

- L. Harassment, Intimidation & Bullying - NONE**
- M. Approval of Engagements/Contracts - NONE**
- N. Public Comment**
- O. Adjournment – 10:05 pm**

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