

**Regular Monthly Meeting Minutes**  
**Wednesday, January 15, 2020 – 7:00 pm**  
**Marsee Center Building**

- A. Call to Order by Board President – 7:05pm**  
**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                    | Term | Present | Absent |
|----------------------|-------------------------|------|---------|--------|
| Brandice Canes-Wrone | Trustee, Vice President |      |         | X      |
| Roxanna Choe         | Trustee, Secretary      |      | X       |        |
| Stefanos Damianakis  | Trustee, Treasurer      |      | X       |        |
| Rebecca Feder        | Trustee                 |      | X       |        |
| 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 – 7:07 pm**

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

Board adjourns to closed session to discuss HIB and contract negotiations in regards to building expansion.

- E. Adjourn Closed Session and Open Public Session – 7:21 pm**

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

**F. Adoption of the Minutes**

1. **RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on December 11, 2019.

| 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 <sup>st</sup> | X   |    |         |        | Harlan Tenenbaum  |                 | X   |    |         |        |
| Rebecca Feder        |                 | X   |    |         |        | Olga Troyanskaya  | 2 <sup>nd</sup> | X   |    |         |        |
| Minzhi Liu           |                 | X   |    |         |        |                   |                 |     |    |         |        |

**G. Public Comment - NONE**

**H. Head of School Report/Recommendations**

1. **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         |                 | X   |    |         |        | Lorie Roth        |                 | X   |    |         |        |
| Stefanos Damianakis  | 1 <sup>st</sup> | X   |    |         |        | Harlan Tenenbaum  |                 | X   |    |         |        |
| Rebecca Feder        |                 | X   |    |         |        | Olga Troyanskaya  | 2 <sup>nd</sup> | X   |    |         |        |
| Minzhi Liu           |                 | X   |    |         |        |                   |                 |     |    |         |        |

**I. Board Committee and Other Reports**

**J. Curriculum**

1. ~~**RESOLVED**, that the Board of Trustees accepts the 2020-2021 Draft Calendar.~~ TABLED

**K. Policies and Plans**

1. **RESOLVED**, that the Board of Trustees approves the 2<sup>nd</sup> and final reading of the following policy:
  - I. 4144 - Streamline Tenure Acquisition and Dismissal for Princeton Charter School Employees
2. **RESOLVED**, that the Board of Trustees approves the 1<sup>st</sup> reading of the following policy:
  - I. 5145.7- Gender-Identity-and-Expression1.15
    1. See reference to DOE Transgender Student Guidance for School Districts.
3. **RESOLVED**, that the Board of Trustees approves the first reading of the **Princeton Charter School Evaluation Plan**.

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

**L. Faculty/Staff Appointments**

1. **RESOLVED**, that the Board of Trustees approves the following new hires:
  - I. Paul Budline- Substitute Teacher
  - II. Anna Salzman- Leave Replacement for French

| 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 <sup>st</sup> | X   |    |         |        | Harlan Tenenbaum  |                 | X   |    |         |        |
| Rebecca Feder        |                 | X   |    |         |        | Olga Troyanskaya  | 2 <sup>nd</sup> | X   |    |         |        |
| Minzhi Liu           |                 | X   |    |         |        |                   |                 |     |    |         |        |

**M. School Business Reports**

- RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for month ending **December 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 **December 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 December 12, 2019 to January 15, 2020.
- RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
  - December 13, 2019- \$224,300.79
  - December 20, 2019- \$209,080.16
- RESOLVED**, that the Board of Trustees accept the 2018-2019 Comprehensive Annual Financial Report and the Auditors Management Report.
- RESOLVED**, that the Board of Trustees approves the 2018-2019 CAFR Corrective Action Plan.
- RESOLVED**, that the Board of Trustees move to accept The Curtis W. McGraw Foundation Grant in the amount of \$5,000.00.

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

**N. Harassment, Intimidation & Bullying**

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

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

**O. Approval of Engagements/Contracts**

1. **RESOLVED**, that the Board of Trustees approves the following Staff Professional Development:

| <b>Employee</b>                                | <b>Cost</b>  | <b>Description</b>   | <b>Date</b>               |
|--|--|--|---------------------------|
| Rebecca Smith                                  | Not to exceed \$289.00<br>Travel Expenses not to exceed: \$10.76   | To gain knowledge on helping students have a positive mind   | 03/09/2020                |
| Jeanne Nahan                                   | Not to exceed: \$180.00<br>Hotel Reimbursement not to exceed: \$96.00<br>Mileage Reimbursement not to exceed: \$60.20<br>Meal Reimbursement not to exceed: \$49.50 | NJMEA State Conference   | 02/20/2020-02/21/2020     |
| Suneeta Vora                                   | Not to exceed: \$289.00  | To further knowledge of a growth mindset and learn more strategies to help students feel more confident. | 03/09/2020                |
| Lisa Eckstrom                                  | Not to exceed \$325.00<br>Travel Reimbursement not to exceed: \$13.90<br>Meal Reimbursement not to exceed \$30.00  | Intersectionality and Law and Policies to Support NJ Requirements  | 03/19/2020                |
| Ariadne Costa da Mata                          | Not to exceed \$245.00<br>Travel Reimbursement not to exceed: \$74.20<br>Meal Reimbursement not to exceed: \$32.00   | Foreign Language Educators of New Jersey   | 03/27-03/28/2020          |
| Karen Leahy<br>Ariande Costa<br>Alma Deinstadt | \$204  | Comprehensive Online Teach for June  | Online, 2/15 to 5/17/2020 |

~~2. **RESOLVED**, that the Board of Trustees approve the loan agreement between Peapack-Gladstone Bank and Princeton Charter School to finance the construction of the "Alterations and Additions to the Princeton Charter School", with the total loan value of \_\_\_\_\_.~~

~~3. **RESOLUTION TO AWARD "ALTERATIONS AND ADDITIONS TO THE PRINCETON CHARTER SCHOOL"**~~

~~WHEREAS, formal bid proposals for Alterations and Additions to Princeton Charter School ("Project") were solicited and received on October 11, 2019; and~~

~~WHEREAS, Scozzari Builders, Inc. ("Scozzari") submitted the lowest responsive and responsible bid in the amount of \$3,985,243.00 (base price); and~~

~~WHEREAS, Scozzari has agreed in writing, pursuant to N.J.S.A. 18A:18A-36a, to extend the period for the Board to consider and award a contract based on the base bid until February 10, 2020;~~

~~WHEREAS, Scozzari has also agreed in writing, pursuant to N.J.S.A. 18A:18A-36a, to extend the period for the Board to consider and award a contract based on the Alternate #5, additional 5<sup>th</sup> Grade Classrooms, in the amount of \$932,793.00, until ninety (90) days from the date of the base bid contract award;~~

~~NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby awards the base bid contract for the Project to Scozzari Builders, Inc., in the amount of \$3,985,243.00; and~~

~~BE IT FURTHER RESOLVED that the Board of Trustees hereby reserves the right to determine whether to award a contract for Alternate #5 to Scozzari Builders, Inc., within ninety (90) days from the date of this action by the Board; and~~

~~BE IT FURTHER RESOLVED that the Board of Trustee’s administration and contracted professionals are hereby authorized to take all steps necessary and appropriate to carry out this action of the Board.~~

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

**P. Public Comment – NONE**

**Q. Board Discussion**

1. The Board discussed parent surveys and fund raising.

**R. Adjournment - 8:55pm**

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