

Regular Monthly Meeting Minutes

Wednesday, September 11, 2024 – 7:00pm

CALL TO ORDER – 7:05 PM

I. 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.

II. ROLL CALL

Voting Members	Role	Term Ends	Present	Absent
1. Anita Misri	Trustee - VP	6/30/2025	X	
2. Rupal Kothari	Trustee	6/30/2027	X	
3. Rakesh Kumar	Trustee	6/30/2027	X	
4. Jennifer Freedman	Trustee	6/30/2025	X	
5. Irene Chiu	Trustee	6/30/2025	X	
6. Sarah Rivett	Trustee	6/30/2026	X	
7. Olga Troyanskaya	Trustee	6/30/2026	X	
8. Rishi Modi	Trustee	6/30/2026	X	
9. Shinae Park	Trustee	6/30/2027	X	

Also Present: Larry Patton, Head of School
Brian Falkowski, SBA

III. BOARD BUSINESS – Maryellen McQuade – Introduced herself and spoke about plans for the Endowment Fund as well as the status of the fund.

IV. ADOPTION OF THE MINUTES

1. **RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on August 14, 2024.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri	2	X				Irene Chiu				X	
Rupal Kothari	1	X				Olga Troyanskaya		X			
Rakesh Kumar		X				Rishi Modi		X			
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett		X									

V. PUBLIC COMMENT - none

VI. EXECUTIVE SESSION - none

VII. ADJOURN EXECUTIVE SESSION - none

VIII. HEAD OF SCHOOL REPORT/RECOMMENDATIONS – Presented by Lawrence Patton.

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
Anita Misri		X				Irene Chiu	2	X			
Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar		X				Rishi Modi		X			
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett	1	X									

IX. BOARD COMMITTEE AND OTHER REPORTS

1. **Communications Committee:** Presented by Rupal Kothari
2. **Finance Committee:** Presented by Rishi Modi
3. **Climate Committee:** Presented by Jennifer Freedman
4. **Facilities Committee:** Presented by Lawrence Patton
5. **Admissions Committee:** Presented by Irene Chiu
6. **Curriculum Committee:** Presented by Olga Troyanskaya
7. **Personnel Committee:** Presented by Rupal Kothari

X. MOTIONS FOR APPROVAL

1. **Finance**
 - a. **RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for months ending **June, July, & August 2024** 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 months ending **June, July, & August 2024**, 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.
 - b. **RESOLVED**, that the Board of Trustees approves all line-item transfers up to September 11, 2024.
 - c. **RESOLVED**, that the Board of Trustees approves the check register from August 15, 2024, to September 11, 2024.
 - d. **RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
 - August 15, 2024 - \$39,997.42
 - August 30, 2024 - \$41,050.91

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri		X				Irene Chiu		X			
Rupal Kothari	2	X				Olga Troyanskaya	1	X			
Rakesh Kumar		X				Rishi Modi		X			
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett		X									

2. **Contracts - none**
3. **Personnel**
 - a. **RESOLVED**, that the Board of Trustees approves the Professional Development request for Kalpana Mehta to attend 12 online courses through The Gilder Lehrman Institute of American History, Cost \$479.88
 - b. **RESOLVED**, that the Board of Trustees accepts the resignation of Nikole Moore Medley effective August 30, 2024

- c. **RESOLVED**, that the Board of Trustees approves the following New Hires:
 - Costanza Ferro, Spanish & ASP Support, effective September 3, 2024
 - Samina Wasiq, ASP Support, effective September 3, 2024
- d. **RESOLVED**, that the Board of Trustees approves the One Day Diversity, Equity, & Inclusion Professional Development Workshop for the K-8 Faculty & Staff, provided by Paris L. McLean, Cost \$3,000.00
- e. **RESOLVED**, that the Board of Trustees approves the Professional Development request for Victoria Zerambo to attend the 2024 NJ Science Convention at Princeton Marriott on October 15, 2024, Cost \$200.00
- f. **RESOLVED**, that the Board of Trustees approves the following Reimbursement Requests:

Lindsey Donaldson	Cell phone allowance	\$700.00
Kalpna Mehta	Pizza- ASP	\$178.48

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri		X				Irene Chiu	2	X			
Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar	1	X				Rishi Modi		X			
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett		X									

4. **Buildings & Ground - none**

5. **Curriculum**

- a. Approve a field trip Smoyer Park for 7th grade on October 21, rain date October 23, 2024; transportation will be \$160.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri	2	X				Irene Chiu		X			
Rupal Kothari		X				Olga Troyanskaya	1	X			
Rakesh Kumar		X				Rishi Modi		X			
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett		X									

6. **Policies - none**

7. **Harassment, Intimidation & Bullying (HIB) & Miscellaneous**

- a. **RESOLVED**, that the Board of Trustees approves the August 2024 HIB Report.
- b. **RESOLVED**, that the Board of Trustees accepts the September 2024 HIB Report.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri		X				Irene Chiu		X			
Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar	1	X				Rishi Modi		X			
Jennifer Freedman		X				Shinae Park	2	X			
Sarah Rivett		X									

XI. **PUBLIC COMMENT - none**

XII. **ADJOURNMENT – 8:48 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri	1	X				Irene Chiu		X			
Rupal Kothari	2	X				Olga Troyanskaya		X			
Rakesh Kumar		X				Rishi Modi		X			
Jennifer Freedman		X				Shinae Park		X			

Sarah Rivett		X												
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