

## Regular Monthly Meeting Minutes Wednesday, October 11, 2023 – 7:00pm

### CALL TO ORDER – 7:03 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 & Reporter 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. Stefanos Damianakis	Trustee - President	2024	X	
2. Rupal Kothari	Trustee -	2024	X	
3. Rakesh Kumar	Trustee	2024	X	
4. Jennifer Freedman	Trustee	2025	X	
5. Anita Misri	Trustee - VP	2025		LA – 7:07 PM
6. Irene Chiu	Trustee	2025	X	
7. Olga Troyanskaya	Trustee	2025		X
8. Rishi Modi	Trustee	2025	X	
9. Sarah Rivett	Trustee	2025	X	

**Also Present:** Larry Patton, Head of School  
Michelle Dowling, Assistant Head of School, K-4  
Brian Falkowski, SBA

#### III. ADOPTION OF THE MINUTES

- RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on September 13, 2023.

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

#### IV. PUBLIC COMMENT - NONE

#### V. HEAD OF SCHOOL REPORT/RECOMMENDATIONS

- 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
Stefanos Damianakis		X				Anita Misri		X			
Rupal Kothari		X				Irene Chiu	1	X			
Rakesh Kumar		X				Olga Troyanskaya					X
Jennifer Freedman	2	X				Rishi Modi		X			
Sarah Rivett		X									

**VI. BOARD COMMITTEE AND OTHER REPORTS**

1. Admission – Presented by Rupal Kothari
2. Climate - Presented by Jennifer Freedman
3. Communication – Presented by Rupal Kothari
4. Curriculum – Presented by Larry Patton
5. Facilities – Presented by Anita Misri
6. Finance – Presented by Stefanos Damianakis
7. Personnel – Presented by Stefanos Damianakis and Larry Patton

**VII. EXECUTIVE SESSION – 8:34 PM - HIB**

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

**VIII. ADJOURN EXECUTIVE AND RECONVENE PUBLIC SESSION – 8:59 PM**

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

**IX. MOTIONS FOR APPROVAL**

**1. Finance**

- a. **RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for months ending **September 2023** 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 **September 2023**, 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 October 11, 2023.
- c. **RESOLVED**, that the Board of Trustees approves the check register from September 14, 2023 to October 11, 2023.
- d. **RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
  - September 15, 2023 - \$236,552.76

- September 29, 2023 - \$243,294.57

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

## 2. Contracts

- RESOLVED**, that Princeton Charter School, upon the recommendation of the School Director, hereby approves the awarding of the contract for Vended Meals to Catering Solutions for the 2023-2024 school year. The total estimated cost of the contract will be \$185,000. The per meal prices are listed below:
  - Lunch Grades PreK-5 = \$5.75
  - Lunch Grades 6-8 = \$6.25

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

## 3. Personnel

- RESOLVED**, that the Board of Trustees approves the Professional Development request for Victoria Zerambo to attend the “2023 NJ Science Convention” on October 17, 2023, Cost \$185.00
- RESOLVED**, that the Board of Trustees approves the Professional Development request for Sam Vogel to attend the “2023 NJ Science Convention” on October 17, 2023, Cost \$185.00
- RESOLVED**, that the Board of Trustees approves the Professional Development request for Ralitsa Zaharieva to attend the Princeton University “Language and Autism” seminar on February 1, 2023, Cost \$150.00
- RESOLVED**, that the Board of Trustees approves the Professional Development request for Suneeta Vora to attend “Catching Up Students Who Have Fallen Behind in Math” on November 3, 2023, Cost \$279.00
- RESOLVED**, that the Board of Trustees approves the travel request for Lawrence Patton to attend the “National Blue Ribbon School Awards Ceremony” in Washington D.C. on November 15 -17, 2023, Cost \$820.00
- RESOLVED**, that the Board of Trustees approves the travel request for Lisa Eckstrom to attend the “National Blue Ribbon School Awards Ceremony” in Washington D.C. on November 15 -17, 2023, Cost \$887.56

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

**4. Buildings & Grounds - none**

**5. Curriculum**

a. **RESOLVED**, that the Board of Trustees approves the following field trip requests for SY23-24:

- The Drumthwacket Foundation, History Grade 3, Reason for Trip: Reinforcement for New Jersey Government Unit, Cost \$400.00

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

**6. Policies - none**

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

a. **RESOLVED**, that the Board of Trustees approves the September 2023 HIB Report (none).

b. **RESOLVED**, that the Board of Trustees accepts the October 2023 HIB Report.

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

**X. PUBLIC COMMENT -NONE**

**XI. ADJOURNMENT – 9:04 PM**

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