

## Regular Monthly Meeting Minutes

### Wednesday, October 9, 2024 – 7:00pm

**CALL TO ORDER - @ 7:04 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 (LA 7:07 PM)
7. Olga Troyanskaya	Trustee	6/30/2026		X (LA 7:56 PM)
8. Rishi Modi	Trustee	6/30/2026		X
9. Shinae Park	Trustee	6/30/2027	X	

**Also Present:** Larry Patton, Head of School  
 Joshua Solow, SBO Management Representative  
 Lisa Eckstrom, Princeton Charter School  
 Michelle Dowling, Princeton Charter School

**III. BOARD BUSINESS**

**IV. ADOPTION OF THE MINUTES**

- RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on September 11, 2024.

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 <sup>st</sup>	X				Rishi Modi					X
Jennifer Freedman	2 <sup>nd</sup>	X				Shinae Park		X			
Sarah Rivett					X						

**V. PUBLIC COMMENT - None**

**VI. EXECUTIVE SESSION – N/A**

**VII. ADJOURN EXECUTIVE SESSION – N/A**

**VIII. 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
Anita Misri	2 <sup>nd</sup>	X				Irene Chiu					X
Rupal Kothari		X				Olga Troyanskaya					X
Rakesh Kumar		X				Rishi Modi					X
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett	1 <sup>st</sup>	X									

**IX. BOARD COMMITTEE AND OTHER REPORTS**

1. **Admissions Committee:** Presented by Larry Patton.
2. **Climate Committee:** Presented by Jennifer Freedman.
3. **Communications Committee:** Presented by Rupal Kothari.
4. **Curriculum Committee:** Presented by Olga Troyanskaya.
5. **Facilities Committee:** Presented by Anita Misri.
6. **Finance Committee:** Presented by Anita Misri.
7. **Personnel Committee:** Presented by Larry Patton.

**X. MOTIONS FOR APPROVAL**

1. **Finance**
  - a. **RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for the month ending **September 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 month ending **September 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 October 9, 2024.
  - c. **RESOLVED**, that the Board of Trustees approves the check register from September 12, 2024, to October 9, 2024.
  - d. **RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
    - September 15, 2024 - \$ 242,952.58
    - September 30, 2024 - \$ 254,836.84
  - e. **RESOLVED**, that the Board of Trustees approves the attached renewal plan with Brown and Brown for dental and vision plans with a renewal date of November 1, 2024.

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

2. **Contracts**
3. **Personnel**
  - a. **RESOLVED**, that the Board of Trustees approves the following New Hires:
    - i. Joanna Kudrick, PT Co-Teacher 3<sup>rd</sup> Grade ELA, \$350/day, effective October 8, 2024

- b. **RESOLVED**, that the Board of Trustees approves the following Professional Development:
  - i. Katrina Rakowski – NJ Art Education Conference, October 16<sup>th</sup>, \$325.00
  - ii. Katrina Rakowski – ‘In Focus’ Claude Monet Seminar at Princeton University, May 5<sup>th</sup> & 19<sup>th</sup>, \$300.00
  - iii. Ralitsa Zaharieva – ‘In Focus’ Claude Monet Seminar at Princeton University, May 5<sup>th</sup> & 19<sup>th</sup>, \$300.00
  - iv. Ralitsa Zaharieva – Corrective Feedback in Language Learning Seminar at Princeton University, March 25<sup>th</sup>, \$150
  - v. Lisa Eckstrom – NJPSA/FEA Affirmative Action Officer Certificate, Fall 2024, \$1,100.00

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 <sup>st</sup>	X				Rishi Modi					X
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett	2 <sup>nd</sup>	X									

4. **Buildings & Ground**

5. **Curriculum**

- a. **RESOLVED**, that the Board of Trustees approves the following field trips:
  - i. Drumthwacket, 3<sup>rd</sup> Grade, June 11, 2025, total \$105.00
  - ii. 8<sup>th</sup> Grade D.C. trip, April 30 to May 2, 2025
    - 1. Taffer’s Tavern, total \$1,419.54
    - 2. Union Station Parking Garage, total \$120.00
  - iii. Guest Speakers via Zoom Call, 7<sup>th</sup> & 8<sup>th</sup> Grade, February 26, 2025, total \$1,000.00
- b. **RESOLVED**, that the Board of Trustees approves the updated curriculum for English, History, and Science.

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

6. **Policies**

- a. **RESOLVED**, that the Board of Trustees approves the Memorandum of Agreement between PCS and Law Enforcement for the 2024-2025 school year, as attached.

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	2 <sup>nd</sup>	X			
Rakesh Kumar		X				Rishi Modi					X
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett	1 <sup>st</sup>	X									

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

- a. **RESOLVED**, that the Board of Trustees approves the September 2024 HIB Report.
- b. **RESOLVED**, that the Board of Trustees accepts the October 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	2 <sup>nd</sup>	X			
Rakesh Kumar		X				Rishi Modi					X
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett	1 <sup>st</sup>	X									

**XI. PUBLIC COMMENT – None**

**XII. ADJOURNMENT - @ 8:46 PM**

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