

Regular Monthly Meeting Minutes

Wednesday, December 11, 2024 – 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 & 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	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
 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 November 13, 2024.

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

- 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 nd	X			
Rupal Kothari		X				Olga Troyanskaya	1 st	X			
Rakesh Kumar					X	Rishi Modi					X
Jennifer Freedman		X				Shinae Park		X			
Sarah Rivett					X						

IX. BOARD COMMITTEE AND OTHER REPORTS

- Admissions Committee:** Presented by Irene Chiu.
- Climate Committee:** Presented by Jennifer Freedman.
- Communications Committee:** Presented by Rupal Kothari.
- Curriculum Committee:** Presented by Larry Patton.
- Facilities Committee:** Presented by Anita Misri.
- Finance Committee:** Presented by Anita Misri & Larry Patton.
- Personnel Committee:** Presented by Anita Misri.

X. MOTIONS FOR APPROVAL

- Finance**
 - RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for the month ending **November 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 **November 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.
 - RESOLVED**, that the Board of Trustees approves all line-item transfers up to December 11, 2024.
 - RESOLVED**, that the Board of Trustees approves the check register from November 14, 2024, to December 11, 2024.
 - RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
 - November 15, 2024 - \$257,863.06
 - November 30, 2024 - \$265,447.94
 - RESOLVED**, that the Board of Trustees approves the appropriation of fund balance for Fiscal Year ending 6/30/2024 up to \$400,000 to cover over expenditures in lines 11-190-100-100, 11-000-211-500, and 11-000-219-320.
 - RESOLVED**, that the Board of Trustees approves UMG Cleaning as the lowest qualified bidder for custodial services. Nightly cleaning rates will be \$20.90/hour per staff supplied and \$21.13/hour for a daily porter position.

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

- Contracts**

3. Personnel

- a. **RESOLVED**, that the Board of Trustees approves the following Professional Development:
 - i. Wes Laga - “Engage, Inspire, Transform: Theatre as an Educational Tool” at Princeton University, May 1, 2025 & May 8, 2025, \$300.00
 - ii. Matha Toma - “Language Learning, Putting Research to Work” at Princeton University, March 25, 2025, \$0.00
 - iii. Alicia Testa - “Computer Science Summit” at Rutgers University, December 13, 2024, \$0.00

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

4. Buildings & Ground

5. Curriculum

- a. **RESOLVED**, that the Board of Trustees approves the following field trip requests for SY24-25:
 - i. Waterloo Village on May 6, 2025, 2nd Grade, Reason for Trip: Social Studies Curriculum Connection, Cost: \$0.00
 - ii. Cape May Whale Watcher on April 25, 2025, 3rd-8th Grade, Reason for Trip: Special Education, students will learn about whales and give a presentation to kindergarten and/or 1st graders, Cost: \$253.80
 - iii. Historic Philadelphia on June 6, 2025, 4th Grade, Reason for Trip: Culminating History Curriculum, Cost: \$0.00
 - iv. Fairview Lake YMCA Camps on April 29, 2025, 50 Students, 6th Grade, Reason for Trip: Annual Trip to Camp Fairview Lake, Cost: \$46.00
 - v. SeaQuest Aquarium on January 28, 2025, 42 Students, 1st Grade, Reason for Trip: Learners will explore animals and their habitats, Cost: \$0.00
 - vi. The Penn Museum of Archaeology and Anthropology, 50 Students, 5th Grade, Reason for Trip: To provide students with the experience of examining ancient Egyptian artifacts first hand, Cost: \$0.00
- b. **RESOLVED**, that the Board of Trustees approves Code.org as curricular materials for 5th Grade Science to replace Ozaria.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri		X				Irene Chiu		X			
Rupal Kothari	1 st	X				Olga Troyanskaya	2 nd	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 first reading of the following policies:
 - i. 3327 P - Relations with Vendors
 - ii. 3542.2 P - School Meal Program Arrears
 - iii. 4151.1 & 4251.1 - Personal Illness and Injury
 - iv. 5131.1 - Harassment, Intimidation and Bullying
 - v. 5131.5 - Vandalism Violence
 - vi. 5141.8 P - Sports Related Concussion and Head Injury
 - vii. 6142.2 - ESL, Bilingual
- b. **RESOLVED**, that the Board of Trustees approves the Memorandum of Agreement Between

Education & Law Enforcement Officials.

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

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

- a. **RESOLVED**, that the Board of Trustees approves the November 2024 HIB Report.
- b. **RESOLVED**, that the Board of Trustees accepts the December 2024 HIB Report.
- c. **RESOLVED**, that the Board of Trustees accepts the HIB Self-Assessment.
- d. ~~**RESOLVED**, that the Board of Trustees approves the 2025-2026 Draft Calendar.~~

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

XI. PUBLIC COMMENT – None

XII. ADJOURNMENT - @ 8:39 PM

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