

## Regular Monthly Meeting Minutes Wednesday, March 13, 2024 – 7:00pm

### CALL TO ORDER

#### I. PUBLIC NOTICE OF MEETING/NJ SUNSHINE LAW – 7:04 PM

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. Stefanos Damianakis	Trustee - President	6/30/2024	X	
2. Rupal Kothari	Trustee	6/30/2024	X	
3. Rakesh Kumar	Trustee	6/30/2024		X
4. Jennifer Freedman	Trustee	6/30/2025		X
5. Anita Misri	Trustee - VP	6/30/2025		X
6. Irene Chiu	Trustee	6/30/2025	X	
7. Olga Troyanskaya	Trustee	6/30/2026	X – LA 7:11 PM	
8. Rishi Modi	Trustee	6/30/2026	X	
9. Sarah Rivett	Trustee	6/30/2026	X	

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

#### III. ADOPTION OF THE MINUTES

- RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on February 14, 2024.
- RESOLVED**, that the Board of Trustees move to approve the minutes from the Board Retreat held on March 2, 2024.

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	2	X			
Rakesh Kumar					X	Olga Troyanskaya					X
Jennifer Freedman					X	Rishi Modi		X			
Sarah Rivett	1	X									

#### IV. PUBLIC COMMENT – Michael and Nicole Rodricks – Addressed an incident that occurred last week with their child.

#### V. EXECUTIVE SESSION – 7:16 PM

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

HIBs were discussed. HIBs Founded: 4; HIBs Unfounded: 2

## VI. ADJOURN EXECUTIVE SESSION – 7:54 PM

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

## VII. 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		X			
Rakesh Kumar					X	Olga Troyanskaya	2	X			
Jennifer Freedman					X	Rishi Modi	1	X			
Sarah Rivett		X									

## VIII. BOARD COMMITTEE AND OTHER REPORTS

- Communications Committee:** Larry reported with Rupal Kothari
- Finance Committee:** Stefanos Damianakis reported
- Climate Committee:** Sarah Rivett reported
- Facilities Committee:** Stefanos Damianakis reported
- Personnel Committee:** Stefanos Damianakis reported

## IX. MOTIONS FOR APPROVAL

- Finance**
  - RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for months ending **February 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 **February 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 March 13, 2024.
  - RESOLVED**, that the Board of Trustees approves the check register from February 15, 2024, to March 13, 2024.
  - RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
    - February 15, 2024 - \$256,853.63
    - February 29, 2024 - \$250,671.56

- e. **RESOLVED**, that the Board of Trustees approve the FY25 Annual Budget, subject to Finance Committee approval.

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	1	X			
Jennifer Freedman					X	Rishi Modi		X			
Sarah Rivett	2	X									

2. **Contracts - none**

3. **Personnel**

- a. **RESOLVED**, that the Board of Trustees approves the Professional Development request for Margaux Wisniewski to attend “Catching Up English/Language Arts Students Who Have Fallen Behind: Strategies That Work” on March 21, 2024, Cost \$279.00.
- b. **RESOLVED**, that the Board of Trustees approves the request for Katelyn Schmitt to attend Spring Professional Learning programs at Save Ellis Island on April 9, 2024, Cost \$250.00.
- c. **RESOLVED**, that the Board of Trustees approves the request for Kalpana Mehta to attend Spring Professional Learning programs at Save Ellis Island on April 9, 2024, Cost \$250.00.
- d. **RESOLVED**, that the Board of Trustees approves the Professional Development request for Lacey Plichta to attend “Shifting the Balance: Aligning Literacy Instruction with What We Know About How the Brain Reads” on April 17, 2024, at Rutgers University, Cost \$180.00.
- e. **RESOLVED**, that the Board of Trustees approves the Professional Development request for Kelsey Yoast to attend “Shifting the Balance: Aligning Literacy Instruction with What We Know About How the Brain Reads” on April 17, 2024, at Rutgers University, Cost \$180.00.
- f. **RESOLVED**, that the Board of Trustees approves the following reimbursement requests:
- i. Kimberly Weseloh, Workspace Expenses, \$19.19
  - ii. Katelyn Schmitt, Ford’s Theater Tickets for 8<sup>th</sup> Grade Trip, \$476.00
- g. **RESOLVED**, that the Board of Trustees approves the resignation of Thomas Vacca, effective January 24, 2024.
- h. **RESOLVED**, that the Board of Trustees approves the following New Hires:
- i. Carolina Garcia, Sports Coach, effective November 1, 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	2	X			
Rakesh Kumar					X	Olga Troyanskaya	1	X			
Jennifer Freedman					X	Rishi Modi		X			
Sarah Rivett		X									

4. **Buildings & Grounds**

- a. **RESOLVED**, that the Board of Trustees approves the Annual Asbestos Surveillance quote from AHERA Consultants in the amount of \$600.00.

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									

5. **Curriculum**

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

- Princeton Public Library on March 19, 2024, 4<sup>th</sup> Grade, Reason for Trip: Tour of youth services, children’s collection, digital resources, databases (research focused), Cost \$0.00.
- The Blue Bears Restaurant at Princeton Shopping Center on April 15, 2024, 7<sup>th</sup> Grade, Reason for Trip: French lunch and workshops on the premises, Cost \$0.00.
- Barnes Foundation on April 23, 2024, 8<sup>th</sup> Grade, Reason for Trip: French Milestone, Cost \$975.00.
- Howell Living History Farm on April 30, 2024, 2<sup>nd</sup> Grade, Reason for Trip: Science/ELA & Bee Shop Fundraiser Connection, Cost \$0.00.
- Richardson Auditorium on May 7, 2024, 4<sup>th</sup> Grade, Reason for Trip: PSO Annual Bravo Concert, Cost \$100.00.
- Howell Living History Farm on May 14, 2024, 1<sup>st</sup> Grade, Reason for Trip: Corn Planting Program, Cost \$0.00.

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

**6. Policies**

- RESOLVED**, that the Board of Trustees approves the 2023-2024 Princeton Charter School Nursing Services Plan.
- RESOLVED**, that the Board of Trustees approves the 2022-2023 Princeton Charter School Nursing Services Plan.

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					X	Rishi Modi		X			
Sarah Rivett	2	X									

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

- RESOLVED**, that the Board of Trustees approves the HIB Self-Assessment.
- RESOLVED**, that the Board of Trustees approves the February 2024 HIB Report.
- RESOLVED**, that the Board of Trustees accepts the March 2024 HIB Report.

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

**X. PUBLIC COMMENT - none**

**XI. ADJOURNMENT – 8:33 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	1	X			
Sarah Rivett	2	X									