

## Regular Monthly Meeting Minutes Wednesday, May 17, 2023 – 7:00 pm

- I. **CALL TO ORDER - 7:04 PM**
- II. **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.

- III. **ROLL CALL**

Voting Members	Role	Term Ends	Present	Absent
1. Roxanna Choe	Trustee	2023	X	
2. Stefanos Damianakis	Trustee	2024	X	
3. Rupal Kothari	Trustee	2024	X	
4. Rakesh Kumar	Trustee	2024	X	
5. Jennifer Freedman	Trustee	2025	X	
6. Anita Misri	Trustee	2025	X	
7. Irene Chiu	Trustee	2025	X	
8. Olga Troyanskaya	Trustee	2023	X	
9. John Weihe	Trustee	2023	X	

**Also Present:** Larry Patton, Head of School  
 Brian Falkowski, SBA  
 Lisa Ekstrom, Assistant Head of School 5-8

- IV. **BOARD BUSINESS** - Summer meetings were discussed.
- V. **ADOPTION OF THE MINUTES**

- 1. **RESOLVED**, that the Board of Trustees move to approve the minutes from the meeting held on April 19, 2023.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe		X				Anita Misri		X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari	2	X				Olga Troyanskaya		X			
Rakesh Kumar		X				John Weihe	1	X			
Jennifer Freedman		X									

- VI. **PUBLIC COMMENT** - none
- VII. **HEAD OF SCHOOL REPORT/RECOMMENDATIONS**

- 1. **RESOLVED**, that the Board of Trustees accepts the Head of School Reports and approves the Head of School Recommendations.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
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Roxanna Choe		X				Anita Misri		X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari		X				Olga Troyanskaya	1	X			
Rakesh Kumar		X				John Weihe		X			
Jennifer Freedman	2	X									

**VIII. BOARD COMMITTEE AND OTHER REPORTS**

1. Curriculum and Programming - Presented by Olga Troyanskaya, long discussion ensued about literature taught.
2. Climate - Presented by Olga Troyanskaya
3. Admissions - Did not meet.
4. Communications - Presented by Roxanna Choe
5. Facilities - Presented by Stefanos Damianakis
6. Finance - Presented by Anita Misri
7. Personnel - Presented by Anita Misri
8. Nominating - Presented by Stefanos Damianakis

**IX. MOTIONS FOR APPROVAL**

**1. Finance**

- a. **RESOLVED**, that the Board of Trustees approves the Board Secretary’s and Bank Reconciliation Reports for month ending **April 2023** 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 **April 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 April 30, 2023.
- c. **RESOLVED**, that the Board of Trustees approves the check register from April 20, 2023 through May 17, 2023.
- d. **RESOLVED**, that the Board of Trustees certify the payrolls for the following dates:
  - April 15, 2023 - \$ 233,807.38
  - April 30, 2023 - \$ 234,924.86

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe	2	X				Anita Misri		X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar		X				John Weihe	1	X			
Jennifer Freedman		X									

**2. Contracts**

- a. **RESOLVED**, that the Board of Trustees approve the following contracts for FY24:
  - **Busch Law Group** – Legal Services, cost \$165/hour for all attorneys, \$85/hour for paralegals and law clerks
  - **CDK** – Accounting Software Services and Hosting, total cost \$2,750

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe		X				Anita Misri	1	X			
Stefanos Damianakis		X				Irene Chiu	2	X			

Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar		X				John Weihe		X			
Jennifer Freedman		X									

**3. Personnel**

- a. **RESOLVED**, that the Board of Trustees approves the following Resignation:
  - Rachel Diamond effective June 30, 2023
- b. **RESOLVED**, that the Board of Trustees approves the following New Hires:
  - Kelsey Yoast effective August 28, 2023
  - Samuel Vogel effective August 28, 2023

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe		X				Anita Misri		X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar	2	X				John Weihe		X			
Jennifer Freedman	1	X									

**4. Buildings & Grounds - none**

**5. Curriculum**

- a. **RESOLVED**, that the Board of Trustees approves the following field trip requests for SY22-23:
  - Westin Memorial City, Houston, TX; June 11-14, 2023, 3 students & 1 Teacher; cost estimate \$500, reason for trip – ‘You Be the Chemist Nationals’

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe	1	X				Anita Misri	2	X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar		X				John Weihe		X			
Jennifer Freedman		X									

**6. Policies - none**

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

- a. **RESOLVED**, that the Board of Trustees approves April 2023 HIB Report.
- b. **RESOLVED**, that the Board of Trustees accepts May 2023 HIB Report (none).

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe		X				Anita Misri		X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari		X				Olga Troyanskaya		X			
Rakesh Kumar	2	X				John Weihe		X			
Jennifer Freedman	1	X									

**X. NEW BUSINESS**

**1. New Business**

- a. **RESOLVED**, that the Board of Trustees approves the Preschool and Charter Security Grant application for Princeton in the amount of \$23,084.
- b. **RESOLVED**, that the Board of Trustees approves the submission of the grant application for the 2023 Safety Grant Program in the amount of \$1,659.
- c. **RESOLVED**, that the Board of Trustees approves the Staff Renewal List as attached for the 2023-2024 School Year.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe	2	X				Anita Misri		X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari	1	X				Olga Troyanskaya		X			
Rakesh Kumar		X				John Weihe		X			
Jennifer Freedman		X									

**XI. PUBLIC COMMENT - none**

**XII. ADJOURNMENT - 9:52 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Roxanna Choe		X				Anita Misri		X			
Stefanos Damianakis		X				Irene Chiu		X			
Rupal Kothari	2	X				Olga Troyanskaya		X			
Rakesh Kumar	1	X				John Weihe		X			
Jennifer Freedman		X									