

Regular Monthly Meeting Minutes

Wednesday, September 10, 2025 – 7:00pm

CALL TO ORDER - @ 7:05 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 - President	6/30/2028	X	
2. Rupal Kothari	Trustee – VP	6/30/2027	X	
3. Rakesh Kumar	Trustee	6/30/2027		X
4. Jennifer Freedman	Trustee	6/30/2028		X
5. Irene Chiu	Trustee	6/30/2028	X (ED 8:16 PM)	
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
 Brian Falkowski, SBA
 Joshua Solow, SBO Management Representative
 Michelle Dowling, Princeton Charter School
 Lisa Eckstrom, Princeton Charter School

III. BOARD BUSINESS

IV. ADOPTION OF THE MINUTES

- RESOLVED**, that the Board of Trustees move to approve the minutes of the meeting held on August 13, 2025.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri	2 nd	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 st	X									

V. PUBLIC COMMENT

- Maryellen McQuade stated she was a representative from the Endowment Board and

provided an update on their current fundraising. Also stated that she would like more direct communication from the school's board on updated school needs.

- Maryam Simon introduced herself as board president for the Friends of Princeton Charter School.

VI. 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		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	2 nd	X									

VII. EXECUTIVE SESSION – @ 7:38 PM

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									

- Discussed incident between school employees.

VIII. ADJOURN EXECUTIVE SESSION – @ 8:15 PM

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									

IX. BOARD COMMITTEE AND OTHER REPORTS

1. **Admissions Committee:** No report.
2. **Climate Committee:** Presented by Michelle Dowling.
3. **Communications Committee:** Presented by Lawrence Patton.
4. **Curriculum Committee:** No report.
5. **Facilities Committee:** Update provided by Lawrence Patton.
6. **Finance Committee:** Presented by Lawrence Patton,
7. **Personnel Committee:** No report.

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 **June, July, and August 2025** 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 **June, July, and August 2025**, 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 September 10, 2025.
- c. **RESOLVED**, that the Board of Trustees approves the check register from August 14, 2025, to September 10, 2025. – Pending Finance Committee review and approval.
- d. **RESOLVED**, that the Board of Trustees certifies the payrolls for the following dates:
 - August 15, 2025 - \$41,232.62
 - August 29, 2025 - \$41,218.78
- e. **RESOLVED**, that the Board of Trustees approves the renewal of dental benefits with Aetna as per the included renewal summary, rates will be as follows:
 - \$32.10 Single
 - \$84.30 Parent/Child(ren)
 - \$63.50 Employee/Spouse
 - \$115.70 Family
- f. **RESOLVED**, that the Board of Trustees accepts the results of the Request for Qualifications held on Wednesday, August 6, 2025, for Medical Broker Services (4 submissions) and approves the RFQ for Gallagher Benefit Services, Inc.

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					X	Rishi Modi	1 st	X			
Jennifer Freedman					X	Shinae Park	2 nd	X			
Sarah Rivett		X									

2. Contracts

3. Personnel

- a. **RESOLVED**, that the Board of Trustees approves the following reimbursement request:
 - i. Linsey Donaldson, Cell Phone Allowance, \$700.00
- b. **RESOLVED**, that the Board of Trustees approves the following professional development request:
 - i. Brian Ciuffreda - NJ Science Convention, "Bringing 21st Century Science Skills to the Classroom" at Marriot Forrestal, October 21st and 22nd, Cost: \$335.00
- c. **RESOLVED**, that the Board of Trustees approves the following New Hires for FY 25-26:
 - i. Joshua Campbell, After School Program, effective September 1, 2025
 - ii. Ritika Rain, Aide, effective September 1, 2025

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 FY 25-26:
 - i. Pennsbury Manor on October 28, 2025, 4th Grade, Cost: \$0.00
 - ii. Historic Philadelphia and Museum of American Revolution on June 5, 2026, 4th Grade, Cost: \$0.00

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri	2 nd	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 st	X									

6. Policies

- a. **RESOLVED**, that the Board of Trustees approves the second and final reading of the following policies:
- i. 3220, 3230 - State and Federal Funds
 - ii. 3570 - District Records
 - iii. 9200 - Orientation and Board Member Training
 - iv. 4131, 4131.1 - Staff Development: Inservice Education/Visitations/Conferences
 - v. 4231, 4231.1 - Staff Development: Inservice Education/Visitations/Conferences
 - vi. 5145.4 - Equal Educational Opportunity
 - vii. 5141.21 - Administering Medication
 - viii. 6142.11 - Use of Artificial Intelligence

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Anita Misri	2 nd	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 st	X									

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

- a. **RESOLVED**, that the Board of Trustees approves the August 2025 HIB Report.
- b. **RESOLVED**, that the Board of Trustees accepts the September 2025 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					X
Rakesh Kumar					X	Rishi Modi		X			
Jennifer Freedman					X	Shinae Park	2 nd	X			
Sarah Rivett	1 st	X									

XI. **PUBLIC COMMENT** - None

XII. **ADJOURNMENT** - @ 8:41 PM

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		X			
Sarah Rivett	2 nd	X									