

# COMMUNITY CHARTER SCHOOL OF PATERSON

## MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES

### AUGUST 30, 2018

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The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Regular Board Meeting on Thursday, August 30, 2018 at 32 Spruce Street, Paterson, New Jersey.

**1. CALL TO ORDER**

Board Vice President Ms. Tiffany McBride called the meeting to order at **6:05 p.m.**

**2. SALUTE TO THE FLAG**

Ms. McBride led all those assembled in a salute to the flag of the United States of America.

**3. STATEMENT BY PRESIDING OFFICER**

Ms. McBride stated: “I hereby announce that adequate notice of this meeting of the Board of Trustees of the Community Charter School of Paterson was given as required by the Open Public Meetings Act. Notice of this meeting was provided in a timely manner to the official newspapers, *The Herald News* and *The Record*. Copies of this notice were mailed to all persons who have requested that the Secretary of this Board do so.”

**4. ROLL CALL**

Board of Trustees:

|                           |   |   |
|---------------------------|---|---|
| Board President           | X | Mr. Michael DeBlasio                      |
| Board Vice President      | X | Ms. Tiffany McBride                       |
| Board Member              | X | Mr. Michael Powell                        |
| Board Member (parent)     | X | Ms. Tamara Lugo                           |
| Board Member              | X | Mr. Tamour Kousha                         |
| Board Member (parent)     | X | Ms. Sophia Sample                         |
| Board Member              | X | Mr. Boris Zaydel                          |
| CEO/Chief Advocate        | X | Mr. Curtis Palmore (ex-officio)           |
| School Founder Liaison    | X | Mr. Robert Guarasci (ex-officio)          |
| Chief Academic Officer    | X | Ms. Katherine Martinez (ex-officio)       |
| Senior Operations Manager | X | Mr. Gareth Daley (ex-officio)             |
| SBA                       | X | Mr. Olugbenga Olabintan, CPA (ex-officio) |
| Treasurer                 |   | Mr. Flavio Rivera (ex-officio)            |

Visitors: See sign in sheets for details.

**5. COMMENTS FROM THE PUBLIC**

No comments were offered from the public.

**6. CORRESPONDENCE**

Mr. Curtis Palmore advised that there was no correspondence to present.

## **7. BOARD PRESIDENT'S REPORT**

A report from the Board President was not presented.

## **8. CEO's REPORT**

Mr. Curtis Palmore introduced Mr. Michael Bussacco and the Middle School Leadership Team. Mr. Bussacco, Middle School Principal, and the middle school leadership team introduced themselves to the Board and presented their vision, goals and ideas for the middle school.

## **9. COMMUNITY SCHOOLS REPORT**

Ms. Dacil Tilos presented the Community Schools report. Ms. Tilos discussed the Community Schools Department organizational structure, staff, responsibilities, four core targets, needs assessment and schedule for each campus.

Ms. Tilos and Mr. Palmore discussed the Extended Learning Time schedule with the Board.

## **10. BOARD TREASURER'S REPORT**

Mr. Olugbenga Olabintan presented the Board Treasurer's report May 2018. Mr. Olugbenga Olabintan advised that the Board Treasurer's reports for June and July will be presented at the next regular monthly meeting.

## **11. BOARD SECRETARY'S REPORT**

Mr. Olugbenga Olabintan advised that the Board Secretary's report for July and August 2018 will be presented at the next regular monthly meeting.

## **12. COMMITTEE REPORTS**

- A. Curriculum & Instruction** met on 8/13 and discussed K-5 ELA units, special education enrollment, vacancies, and new hires.
- B. Finance & Facilities** met on 8/16 and discussed Board Secretary's report and Board Treasurer's report, operations and facilities, bill list and supplemental bill list items, vendor contracts and update on CBA.
- C. Personnel** met on 8/14 and discussed vacancies, new hires, and status changes.
- D. Policies & Procedures** did not meet.
- E. Grievances** did not meet.

## **13. RESOLUTIONS/ACTION ITEMS**

### **A. Minutes**

- i. FY2019-0830-M-003: Approval of Minutes from July 26, 2018 Regular Board Meeting**  
The motion passed. The Board adopted the resolution.
- ii. FY2019-0830-M-004: Approval of Minutes from July 31, 2018 Regular Board Meeting**  
The motion passed. The Board adopted the resolution.

iii. **FY2019-0830-M-005: Approval of Minutes from August 8, 2018 Special Board Meeting**

The motion passed. The Board adopted the resolution.

**B. Finance & Facilities**

i. **FY2019-0830-FF-016: Board Secretary's Report for July 2018**  
Consideration of this resolution was postponed.

ii. **FY2019-0830-FF-017: Board Treasurer's Report for May 2018**  
The motion passed. The Board adopted the resolution.

iii. **FY2019-0830-FF-018: Board Treasurer's Report for June 2018**  
Consideration of this resolution was postponed.

iv. **FY2019-0830-FF-019: Board Treasurer's Report for July 2018**  
Consideration of this resolution was postponed.

v. **FY2019-0830-FF-020: Bill List for August 2018**  
The motion passed. The Board adopted the resolution, as amended.

vi. **FY2019-0830-FF-021: Supplemental Bill List for August 2018**  
The motion passed. The Board adopted the resolution.

vii. **FY2019-0830-FF-022: Approval of Payroll Report for July 2018**  
The motion passed. The Board adopted the resolution.

viii. **FY2019-0830-FF-023: Approval of Vendor Contracts**  
The motion passed. The Board adopted the resolution.

**C. Personnel**

i. **FY2019-0830-P-010: Approval of Status Changes**  
The motion passed. The Board adopted the resolution.

ii. **FY2019-0830-P-011: Approval of New Hires**  
The motion passed. The Board adopted the resolution.

iii. **FY2019-0830-P-012: Approval of ELT New Hires**  
The motion passed. The Board adopted the resolution.

iv.  
v. **FY2019-0830-P-013: Approval of Leave Requests/Resignations**  
The motion passed. The Board adopted the resolution.

vi. **FY2019-0830-P-014: Approval of Substitute Teachers**  
The motion passed. The Board adopted the resolution.

**14. EXECUTIVE SESSION**

i. Motion & Second to enter Executive Session

The Board discussed the CEO Contract and litigation matter.

Moved: Mr. Kousha

Second: Mr. Zaydel

Roll Call:

|                  | Mr. Powell | Mr. DeBlasio | Mr. Kousha | Ms. Sample | Ms. McBride | Ms. Lugo | Mr. Zaydel |
|------------------|------------|--------------|------------|------------|-------------|----------|------------|
| <b>YEA</b>       | X          | X            | X          | X          | X           | X        | X          |
| <b>NAY</b>       |            |              |            |            |             |          |            |
| <b>ABSENT</b>    |            |              |            |            |             |          |            |
| <b>ABSTAINED</b> |            |              |            |            |             |          |            |

The motion passed. Meeting entered Executive Session at **8:06 p.m.**

ii. Motion & Second to exit Executive Session

Moved: Mr. Powell

Second: Mr. Kousha

Roll Call:

|                  | Mr. Powell | Mr. DeBlasio | Mr. Kousha | Ms. Sample | Ms. McBride | Ms. Lugo | Mr. Zaydel |
|------------------|------------|--------------|------------|------------|-------------|----------|------------|
| <b>YEA</b>       | X          | X            | X          | X          | X           | X        | X          |
| <b>NAY</b>       |            |              |            |            |             |          |            |
| <b>ABSENT</b>    |            |              |            |            |             |          |            |
| <b>ABSTAINED</b> |            |              |            |            |             |          |            |

The motion passed. Meeting exited Executive Session at **8:28 p.m.**

**15. Motion to modify previous meeting minutes to include information about executive sessions, as needed.**

Moved: Mr. Powell

Second: Ms. Sample

Roll Call:

|                  | Mr. Powell | Mr. DeBlasio | Mr. Kousha | Ms. Sample | Ms. McBride | Ms. Lugo | Mr. Zaydel |
|------------------|------------|--------------|------------|------------|-------------|----------|------------|
| <b>YEA</b>       | X          | X            | X          | X          | X           | X        | X          |
| <b>NAY</b>       |            |              |            |            |             |          |            |
| <b>ABSENT</b>    |            |              |            |            |             |          |            |
| <b>ABSTAINED</b> |            |              |            |            |             |          |            |

The motion passed.

**16. ADJOURNMENT**

Motion & Second to Adjourn

Moved: Mr. Powell

Second: Ms. Lugo

Roll Call:

|                  | Mr. Powell | Mr. DeBlasio | Mr. Kousha | Ms. Sample | Ms. McBride | Ms. Lugo | Mr. Zaydel |
|------------------|------------|--------------|------------|------------|-------------|----------|------------|
| <b>YEA</b>       | X          | X            | X          | X          | X           | X        | X          |
| <b>NAY</b>       |            |              |            |            |             |          |            |
| <b>ABSENT</b>    |            |              |            |            |             |          |            |
| <b>ABSTAINED</b> |            |              |            |            |             |          |            |

The motion passed. Meeting adjourned at **8:33 p.m.**