

COMMUNITY CHARTER SCHOOL OF PATERSON

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES

MARCH 31, 2022

The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Regular Meeting of the Board of Trustees on Thursday, March 31, 2022 via the Zoom platform due to the public health emergency. The public was able to participate in the meeting by dialing 1-646-876-9923.

1. **CALL TO ORDER**

Mr. Michael DeBlasio, Board President, called the meeting to order at **6:05 p.m.**

2. **SALUTE TO THE FLAG**

Mr. DeBlasio led all those assembled in a salute to the flag of the United States of America.

3. **STATEMENT BY PRESIDING OFFICER**

Mr. DeBlasio 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 Member | X | Ms. Marqweesha Guthrie |
| Board Member | X | Mr. Tamour Kousha |
| Board Member | | Ms. Tamara Lugo |
| Board Member | X | Dr. Tiffany McBride |
| Board Member | X | Ms. Sophia Sample |
| Board Member | X | Mr. Boris Zaydel |
| CEO/Chief Advocate | X | Mr. Curtis Palmore |
| SBA/COO | X | Mr. Craig Smith |
| DCI | X | Dr. Makeba McCray |
| School Founder Liaison | X | Mr. Robert Guarasci |
| SBA | | Mr. Olugbenga Olabintan, CPA |
| Treasurer | | Mr. Flavio Rivera |
| Principal | X | Mr. Eric Thompson |
| Principal | | Ms. Jacqueline Oliver |
| Community Schools Director | | Ms. Sarai Lucero |
| Chief of Staff | X | Ms. Giselle Vannoy |

Visitors: See sign in sheets for details.

5. **COMMENTS FROM THE PUBLIC**

No comments were offered from the public.

6. BOARD PRESIDENT'S REPORT

Mr. Michael DeBlasio, Board President, advised that the F&F Committee has met multiple times to develop the proposed budget for the 2022-2023 school year, which will be presented to the Board for consideration as a part of this meeting agenda. Mr. DeBlasio thanked Mr. Palmore, Mr. Smith, Mr. Olabintan and the F&F Committee for the work and effort to develop the budget.

7. CCSP SENIOR LEADERSHIP (CEO and DCI)

Dr. Makeba McCray presented the data dash board for the month of March 2022 including an update on enrollment, student attendance, chronic absenteeism, ELT attendance, staff attendance, staff vacancies, professional development, student discipline infractions, and HIB incidents for the elementary and middle school campuses. Dr. McCray and Mr. Smith offered recent observations at the middle school campus regarding student behavior. Dr. McCray and Mr. Smith stated that there is visible improvement related to student behavior, especially during transitions between classes. Dr. McCray and Mr. Smith advised that teachers and school leadership closely monitor the hallways during transitions, and school administrators check-in on classrooms. There also security monitors positioned outside of the bathroom on all floors.

Mr. Craig Smith reviewed financial numbers for November, December and January.

Mr. DeBlasio advised that Mr. Palmore requested to defer other school leadership reports for this month.

8. BOARD TREASURER'S REPORT

A Board Treasurer's Report was not presented.

9. BOARD SECRETARY'S REPORT

A Board Secretary's Report was not presented.

10. COMMITTEE REPORTS

- A. Curriculum & Instruction** met on 3/22 and discussed NWEA preparation, parent meetings, online application, Brain Pop and Brain Pop Jr., Google Site created by Dr. McCray.
- B. Finance & Facilities** met multiple times to discuss the proposed budget for the 2022-2023 school year and other items included in resolution.
- C. Personnel** met on 3/21 and discussed new positions.
- D. Policies & Procedures** met on 3/21,
- E. Grievances** did not meet this month.

11. RESOLUTIONS/ACTION ITEMS

A. Minutes

- i. **FY2022-0331-M-014: Approval of Minutes from February 24, 2022 Board of Trustees Meeting**
The motion passed. The Board adopted the resolution.

B. Finance & Facilities

- i. **FY2022-0331-FF-095: Board Treasurer’s Report for February 2022**
Consideration of the resolution was postponed.
- ii. **FY2022-0331-FF-096: Board Secretary’s Report for February 2022**
Consideration of the resolution was postponed.
- iii. **FY2022-0331-FF-097: Operations Bill List for March 2022**
The motion passed. The Board adopted the resolution, as amended.
- iv. **FY2022-0331-FF-098: Supplemental Bill List for March 2022**
The motion passed. The Board adopted the resolution.
- v. **FY2022-0331-FF-099: Food Account Bill List for March 2022**
The motion passed. The Board adopted the resolution.
- vi. **FY2022-0331-FF-100: Approval of February 2022 Payroll Reports**
The motion passed. The Board adopted the resolution.
- vii. **FY2022-0331-FF-101: Approval of February/March In-Between Checks and Online Payments (Operational)**
The motion passed. The Board adopted the resolution.
- viii. **FY2022-0331-FF-102: Approval of Vendor Contracts**
The motion passed. The Board adopted the resolution, as amended.
- ix. **FY2022-0331-FF-103: Approval of School Budget for 2022-2023 School Year**
The motion passed. The Board adopted the resolution.
- x. **FY2022-0331-FF-104: Approval of CEO Merit Pay**
The motion passed. The Board adopted the resolution.

C. Personnel

- i. **FY2022-0331-P-043: Approval of New Hires**
The motion passed. The Board adopted the resolution, as amended.
- ii. **FY2022-0331-P-044: Approval of Status Changes**
The motion passed. The Board adopted the resolution, as amended.
- iii. **FY2022-0331-P-045: Approval of Substitute Teachers**
The motion passed. The Board adopted the resolution.
- iv. **FY2022-0331-P-046: Approval of Professional Development**
The motion passed. The Board adopted the resolution.
- v. **FY2022-0331-P-047: Approval of Resignations**
The motion passed. The Board adopted the resolution.

D. Policies & Procedures

- i. **FY2022-0331-PP-009: Approval of Updated Policies**
The motion passed. The Board adopted the resolution.
- ii. **FY2022-0224-PP-010: Approval of Updated Policies**
The motion passed. The Board adopted the resolution.
- iii. **FY2022-0224-PP-011: Approval of HIB Report**
The motion passed. The Board adopted the resolution.

12. **ADJOURNMENT**

Motion & Second to Adjourn

Moved: Ms. Lugo

Second: Mr. Zaydel

Roll Call:

| | MR DEBLASIO | MS. GUTHRIE | MR. KOUSHA | MS. SAMPLE | DR. MCBRIDE | MS. LUGO | MR. ZAYDEL |
|------------------|----------------|----------------|---------------|---------------|----------------|----------|------------|
| YEA | X | X | X | X | X | | X |
| NAY | | | | | | | |
| ABSENT | | | | | | X | |
| ABSTAINED | | | | | | | |

The motion passed. Meeting adjourned at **8:53 p.m.**