

# COMMUNITY CHARTER SCHOOL OF PATERSON

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

### MAY 27, 2021

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The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Regular Meeting of the Board of Trustees on Thursday, May 27, 2021, 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**

Board Vice President Dr. Tiffany McBride called the meeting to order at **5:14 p.m.**

**2. SALUTE TO THE FLAG**

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

**3. STATEMENT BY PRESIDING OFFICER**

Dr. 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 Member	X	Ms. Marqweesha Guthrie
Board Member	X	Mr. Tamour Kousha
Board Member	X	Ms. Tamara Lugo
Board Member	X	Dr. Tiffany McBride
Board Member	X	Ms. Sophia Sample
Board Member		Mr. Boris Zaydel
CEO/Chief Advocate	X	Mr. Curtis Palmore
SBA/COO	X	Mr. Craig Smith
DCI		Dr. Lisa Schneider
School Founder Liaison	X	Mr. Robert Guarasci
SBA		Mr. Olugbenga Olabintan, CPA
Treasurer		Mr. Flavio Rivera
Principal	X	Ms. Charlotte Marler-Hausen
Principal	X	Mr. Michael Bussacco
Community Schools Director	X	Ms. Sarai Lucero
Chief of Staff	X	Ms. Giselle Vannoy

Visitors: See sign in sheets for details.



Mr. Curtis Palmore provided an update on curriculum and instruction. Mr. Palmore advised that planning for summer programming is underway. Mr. Palmore stated that the Administration and School Leadership has increased its effort to invite and get back more in-person students. Mr. Palmore informed the Board that there have been recent positive COVID-19 cases at the Elementary School campus and that 6 classes are now quarantining until June 4th. Mr. Palmore provided examples of instructional mapping for ELA, Math and Science. Mr. Palmore advised that program ideas for Social Studies for next school year are being developed. Mr. Palmore provided an update on end-of-year assessments. Mr. Palmore stated that planning for staff pre-service for next school year is taking place.

Ms. Charlotte Marler-Hausen provided an update on the Elementary School campus including student and staff attendance, and chronic absenteeism. Ms. Marler-Hausen provided an update on attendance for students that are in-person/hybrid. Ms. Marler-Hausen stated that the Elementary School team has made an effort to invite and increase number of in-person students. Ms. Marler-Hausen informed that in-person attendance has increased. Ms. Marler-Hausen informed the Board that there have been recent positive COVID-19 cases at the Elementary School campus and that 6 classes are now quarantining until June 4th. Ms. Marler-Hausen advised the Board of protocols put in-place for in-person lunch. Ms. Marler-Hausen advised that NWEA preparation and testing is underway at the Elementary campus. Ms. Marler-Hausen provided an update on tutoring attendance, teacher evaluations, professional development, and upcoming events for the Elementary campus.

Mr. Michael Bussacco provided an update on the Middle School campus including student and staff attendance, and chronic absenteeism. Mr. Bussacco advised that staff continues to make phone calls, posts on Class Dojo, and other methods to increase student attendance and engagement. Mr. Bussacco provided an update on afterschool tutoring attendance, and advised that attendance has increased. Mr. Bussacco provided an update on attendance for students that are in-person/hybrid. Mr. Bussacco advised that the Middle School team has been able to bring more students in for in-person learning and that has also helped to lower chronic absenteeism. Mr. Bussacco provided an update on professional development, data evaluation, end of cycle assessments, teacher evaluations, high school acceptance, and upcoming Middle School events. Mr. Bussacco provided a summary of teacher evaluations and observed growth.

Ms. Sarai Lucero provided an update on Community Schools. Ms. Lucero reviewed the afterschool programming schedule and clubs. Ms. Lucero reported on parent engagement numbers. Ms. Lucero reviewed recent and upcoming family and community engagement events. Ms. Lucero discussed summer school planning including curriculum areas and schedule.

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

Mr. Flavio Rivera, Board Treasurer, presented the Board Treasurer's reports for March and April 2021.

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

Mr. Olugbenga Olabintan, Board Secretary, presented the Board Secretary's reports for February, March and April 2021.

#### **12. COMMITTEE REPORTS**

- A. **Curriculum & Instruction** met on 5/19 and discussed plans for phase 5 of the re-opening plan, intervention programming, charter renewal, summer school programming, ESSER funding, cancellation of NJSLA, staff requests, FMLA requests, professional development, and school calendar for the 21-22 school year, and other routine curriculum and instruction items, and items included in resolutions and action items.
- B. **Finance & Facilities** met on 5/20 and discussed the Treasurer's and Board Secretary's reports, other routine finance and facilities items, and items included in resolutions and action items.
- C. **Personnel** met on 5/21 and discussed new hires, staff requests, and items included in resolutions and action items.
- D. **Policies & Procedures** met on 5/21 and discussed policy updates but no items are recommended for consideration on tonight's agenda.
- E. **Grievances** did not meet.

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

#### **A. Minutes**

- i. **FY2021-0527-M-018: Approval of Minutes from April 29, 2021 Regular Board Meeting**  
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0527-M-019: Approval of Minutes from May 10, 2021 Special Meeting of the Board**  
The motion passed. The Board adopted the resolution.

#### **B. Curriculum & Instruction**

- i. **FY2021-0527-C-012: Approval of School Calendar 2021-2022**  
The motion passed. The Board adopted the resolution.

#### **C. Finance & Facilities**

- i. **FY2021-0527-FF-114: Board Treasurer's Report for March 2021**  
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0527-FF-115: Board Treasurer's Report for April 2021**  
The motion passed. The Board adopted the resolution.
- iii. **FY2021-0527-FF-116: Board Secretary's Report for February 2021**  
The motion passed. The Board adopted the resolution.
- iv. **FY2021-0527-FF-117: Board Secretary's Report for March 2021**  
The motion passed. The Board adopted the resolution.
- v. **FY2021-0527-FF-118: Board Secretary's Report for April 2021**  
The motion passed. The Board adopted the resolution.
- vi. **FY2021-0527-FF-119: Operations Bill List for May 2021**  
The motion passed. The Board adopted the resolution, as amended.

- vii. **FY2021-0527-FF-120: Food Services Bill List for May 2021**  
The motion passed. The Board adopted the resolution.
- viii. **FY2021-0527-FF-121: Supplemental Bill List for May 2021**  
The motion passed. The Board adopted the resolution.
- ix. **FY2021-0527-FF-122: Approval of Payroll Report for April 2021**  
The motion passed. The Board adopted the resolution.
- x. **FY2021-0527-FF-123: Approval of April/May In-Between Checks and Online Payments (Operational)**  
The motion passed. The Board adopted the resolution.
- xi. **FY2021-0527-FF-124: Approval of Vendor Contracts/Agreements**  
The motion passed. The Board adopted the resolution.
- xii. **FY2021-0527-FF-125: Approval of Student Activities Bill List for May 2021**  
The motion passed. The Board adopted the resolution.
- xiii. **FY2021-0527-FF-126: Approval of CARE ACT Funding Modification**  
The motion passed. The Board adopted the resolution.

**D. Personnel**

- i. **FY2021-0527-P-047: Approval of Professional Development**  
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0527-P-048: Approval of Status Changes**  
The motion passed. The Board adopted the resolution.
- iii. **FY2021-0527-P-049: Approval of Substitute Teachers**  
The motion passed. The Board adopted the resolution.
- iv. **FY2021-0527-P-050: Approval of Tuition Reimbursement**  
The motion passed. The Board adopted the resolution.
- v. **FY2021-0527-P-051: Approval of Contract Renewals for the 2021-2022 School Year (Non-certificated Staff)**  
The motion passed. The Board adopted the resolution.

**14. ADJOURNMENT**

Motion & Second to Adjourn

Moved: Ms. Lugo

Second: Mr. DeBlasio

Roll Call:

	Mr. DeBlasio	Ms. Guthrie	Mr. Kousha	Ms. Lugo	Dr. McBride	Ms. Sample	Mr. Zaydel
<b>YEA</b>	X	X	X	X	X	X	
<b>NAY</b>							
<b>ABSENT</b>							X
<b>ABSTAINED</b>							

The motion passed. Meeting adjourned at **8:12 p.m.**