

COMMUNITY CHARTER SCHOOL OF PATERSON

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES

JUNE 24, 2021

The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Regular Meeting of the Board of Trustees on Thursday, June 24, 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 **6:04 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 | X | Mr. Boris Zaydel |
| CEO/Chief Advocate | X | Mr. Curtis Palmore |
| SBA/COO | | Mr. Craig Smith |
| DCI | X | 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.

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

Board Vice President, Dr. Tiffany McBride, provided an update on candidates for trustee seats for the Board. Dr. McBride described the candidate search and interview process. Dr. McBride advised that a resolution is included

8. CCSP Senior Leadership (CEO, DCI, Principals, Director of Community Schools)

Mr. Curtis Palmore provided an end of the school year update. Mr. Palmore thanked parents, families, teachers, staff and the Board for their effort and commitment to complete a school year with so many challenges arising from the COVID-19 pandemic.

Dr. Lisa Schneider provided an update on curriculum and instruction including new curriculum and program development for the 2021-2022 school year for social studies and Spanish. Dr. Schneider discussed learning loss due to COVID-19 and proposed a program named Savvas to address learning loss, and to be delivered in summer programming. Dr. Schneider introduced proposed courses for Black (African American) Studies and Latin American & LatinX Studies.

Ms. Charlotte Marler-Hausen provided an update on the Elementary School campus. Ms. Marler-Hausen shared highlights and photos from the Kindergarten Graduation and 4th Grade Moving Up Ceremony. Ms. Marler-Hausen provided an update on student and staff attendance for the month of June, and for the school year. Ms. Marler-Hausen provided statistics for chronic absenteeism. 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 reviewed attendance for in-person and hybrid students. Ms. Marler-Hausen advised that June professional development focused on NWEA data analysis, grade level articulation, and ending the school year strong. Ms. Marler-Hausen advised that there will be 150 K-4 students participating in summer school at the Elementary School campus. Ms. Marler-Hausen recognized Ms. Allison White as the Teacher of the Year at the Elementary School Campus.

Mr. Michael Bussacco provided an update on the Middle School campus. Mr. Bussacco shared highlights and photos from the Middle School Prom. Mr. Bussacco provided an update including student and staff attendance, and chronic absenteeism, for the month of June and for the school year. Mr. Bussacco provided an update on professional development, data evaluation, end of cycle assessments, teacher evaluations, and high school acceptance. Mr. Bussacco thanked teachers and staff for their commitment and dedication to the school during such a challenging year.

Ms. Sarai Lucero provided an update on Community Schools. Ms. Lucero reviewed ELT attendance for the month of June and for the school year. Ms. Lucero described the forthcoming summer program including the program schedule and enrollment. Ms. Lucero provided an update on recent and upcoming end of the year events.

9. **BOARD TREASURER’S REPORT**

A Board Treasurer’s Report was not presented.

10. **BOARD SECRETARY’S REPORT**

A Board Secretary’s Report was not presented.

11. **COMMITTEE REPORTS**

- A. **Curriculum & Instruction** met on 6/16 and discussed curriculum approvals, summer programming, NWEA preliminary results, charter renewal, and other routine curriculum and instruction items, and items included in resolutions and action items.
- B. **Finance & Facilities** met on 6/24 and discussed the quarterly payroll audit, progress of gymnasium construction and other routine finance and facilities items, and items included in resolutions and action items.
- C. **Personnel** met on 6/21 and discussed status changes, new hires, staff requests, terminations and resignations, and items included in resolutions and action items.
- D. **Policies & Procedures** met on 6/21 and reviewed policy updates but no items are recommended for consideration on tonight’s agenda.
- E. **Grievances** did not meet.

12. **RESOLUTIONS/ACTION ITEMS**

A. Minutes

- i. **FY2021-0624-M-020: Approval of Minutes from May 27, 2021 Regular Board Meeting**
The motion passed. The Board adopted the resolution.

B. Curriculum & Instruction

- i. **FY2021-0624-C-013: Approval of Field Trips**
The motion passed. The Board adopted the resolution.

C. Finance & Facilities

- i. **FY2021-0624-FF-127: Board Treasurer’s Report for May 2021**
Consideration of this resolution was postponed.
- ii. **FY2021-0624-FF-128: Board Secretary’s Report for May 2021**
Consideration of this resolution was postponed.
- iii. **FY2021-0624-FF-129: Operations Bill List for June 2021**
The motion passed. The Board adopted the resolution.
- iv. **FY2021-0624-FF-130: Food Services Bill List for June 2021**
Consideration of this resolution was postponed.
- v. **FY2021-0624-FF-131: Supplemental Bill List for June 2021**
The motion passed. The Board adopted the resolution.

- vi. **FY2021-0624-FF-132: Student Activities Bill List for May 2021**
The motion passed. The Board adopted the resolution.
- vii. **FY2-21-0624-FF-133: Approval of May 2021 Payroll Reports**
The motion passed. The Board adopted the resolution.
- viii. **FY2021-0624-FF-134: Approval of May/June In-Between Checks and Online Payments (Operational)**
The motion passed. The Board adopted the resolution.
- ix. **FY2021-0624-FF-135: Approval of Vendor Contracts/Agreements**
The motion passed. The Board adopted the resolution.
- x. **FY2021-0624-FF-136: Authorization of CEO to Develop Merit Pay Compensation**
The motion passed. The Board adopted the resolution.
- xi. **FY2021-0624-FF-137: Approval of Gerald D. Longo for 2021-2022 Audit Engagement**
The motion passed. The Board adopted the resolution.
- xii. **FY2021-0624-FF-138: Approval of Title I Budget for 2021-2022 School Year**
The motion passed. The Board adopted the resolution.
- xiii. **FY2021-0624-FF-139: Approval of IDEA Budget for 2021-2022 School Year**
The motion passed. The Board adopted the resolution.
- xiv. **FY2021-0624-FF-140: Approval of Pomptonian Food Services**
The motion passed. The Board adopted the resolution.
- xv. **FY2021-0624-FF-141: Approval of Ed Markman for 2021-2022 Federal Grant Consultant**
The motion passed. The Board adopted the resolution.

D. Personnel

- i. **FY2021-0624-P-057: Approval of Status Changes**
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0624-P-058: Approval of New Hires**
The motion passed. The Board adopted the resolution.
- iii. **FY2021-0624-P-059: Approval of Tuition Reimbursement**
The motion passed. The Board adopted the resolution.
- iv. **FY2021-0624-P-060: Approval of Resignations/Terminations Year**
The motion passed. The Board adopted the resolution.
- v. **FY2021-0624-P-061: Approval of 3% Salary Increase for the 2021-2022 School Year**
The motion passed. The Board adopted the resolution.

- vi. **FY2021-0624-P-062: Approval of School Founder Liaison**
The motion passed. The Board adopted the resolution.
- vii. **FY2021-0624-P-063: Appointment of Trustees**
The motion passed. The Board adopted the resolution.

13. SAFE RETURN TO SCHOOL PLAN

Mr. Curtis Palmore presented the Safe Return School Plan to the Board.

14. ADJOURNMENT

Motion & Second to Adjourn

Moved: Ms. Lugo

Second: Ms. Sample

Roll Call:

| | Mr. DeBlasio | Ms. Guthrie | Mr. Kousha | Ms. Lugo | Dr. McBride | Ms. Sample | Mr. Zaydel |
|------------------|--------------|-------------|------------|----------|-------------|------------|------------|
| YEA | X | X | X | X | X | X | X |
| NAY | | | | | | | |
| ABSENT | | | | | | | |
| ABSTAINED | | | | | | | |

The motion passed. Meeting adjourned at **8:14 p.m.**