

COMMUNITY CHARTER SCHOOL OF PATERSON

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES

AUGUST 26, 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, August 26, 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 **6:17 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		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	X	Mr. Craig Smith
DCI		Dr. Lisa Schneider
School Founder Liaison	X	Mr. Robert Guarasci
SBA	X	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. The Board and Administration discussed email correspondence received from parents regarding the purchase of school uniforms.

6. CORRESPONDENCE

Mr. Curtis Palmore advised the Board of two State of New Jersey mandates resulting in the requirement for mask wearing, and requirement for all school staff to be vaccinated.

7. BOARD PRESIDENT'S REPORT

A Board President report was not presented.

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

Mr. Curtis Palmore thanked school leadership and staff for their effort to prepare the school for the 2021-2022 year. Mr. Palmore reviewed highlights from teacher pre-service, including professional development sessions. Mr. Palmore provided updates on student enrollment, application wait list, and Charter Renewal. Mr. Palmore advised the Board that preparations for charter renewal are underway, and leadership and staff are involved in the process. Mr. Palmore stated that school-wide assessments including NWEA Map in September and October, and Strong Start in November and December. Mr. Palmore provided an update on construction of the school new gymnasium. Mr. Palmore advised that Ms. Marler-Hausen is working on development of added security/emergency response procedures (Share 911).

Ms. Charlotte Marler-Hausen provided an update on the Elementary School campus. Ms. Marler-Hausen shared highlights from teacher pre-service. Ms. Marler-Hausen advised that one of the pre-service sessions focused on making connections and building relationships between staff and the community and teachers. Ms. Marler-Hausen stated that other professional development sessions focused on curriculum, expectations and norms. Ms. Marler-Hausen added that the second week of pre-service included differentiated workshops, including teacher lead sessions. Sessions focused on student discourse, technology, and class instruction. Ms. Marler-Hausen advised the Board about updated building preparedness and procedures that address COVID requirements. Ms. Marler-Hausen discussed Share 911, upcoming community Coffee Chats, and parent orientations. Ms. Marler-Hausen advised that they are resetting expectations with parents about attendance, tardiness and drop-off process.

Mr. Michael Bussacco provided an update on the Middle School campus. Mr. Bussacco shared highlights from teacher pre-service including a session focused on a walking tour of Paterson. Mr. Buassacco stated that model classrooms were reviewed. Mr. Bussacco advised that other pre-service focused on special education, Google applications, and staff training. Mr. Buassacco provided a summary of parent orientations. Mr. Bussacco described classroom setup including COVID precautions and building preparedness. Mr. Bussacco advised that regular community outreach continues to occur through Coffee Chats, Class Dojo, and phone calls.

Ms. Sarai Lucero provided an update on Community Schools. Ms. Lucero introduced an overview for the 2021-2022 Community Schools program. Ms. Lucero reviewed ELT attendance and level of service for summer 21st Century program. Ms. Lucero described the priorities for the 2021-2022 school year including community engagement and Home School Council. Ms. Lucero shared with the Board results of a needs-assessment survey distributed to families. Based on the results of

the needs-assessment, Community Schools will provide relevant workshops throughout the school year. Ms. Lucero discussed schedules and applications for Before Care and After Care programming. Ms. Lucero described upcoming Saturday programming and tutoring. Ms. Lucero described the 21st Century Student Advisory Board. Ms. Lucero described upcoming athletics and health and wellness programming for the school year. Ms. Lucero provided dates for upcoming signature events.

9. BOARD TREASURER'S REPORT

The Board Treasurer's Report was presented for June 2021.

10. BOARD SECRETARY'S REPORT

The Board Secretary's Report was presented for the May and June 2021.

11. COMMITTEE REPORTS

- A. Curriculum & Instruction** met on 8/18 and discussed re-opening plan, teacher pre-service, field trips, charter school renewal process, curriculum revisions, terminations, vacancies, and other items included in resolution.
- B. Finance & Facilities** met on 8/19 and discussed routine F&F items, facility preparedness, gymnasium construction, vendor contracts, and items included in resolution.
- C. Personnel** met on 8/20 and discussed resignations, new hires, and items included in resolution.
- D. Policies & Procedures** did not meet.
- E. Grievances** did meet.

12. RESOLUTIONS/ACTION ITEMS

A. Minutes

- i. FY2022-0826-M-003: Approval of Minutes from July 29, 2021 Regular Board Meeting**
The motion passed. The Board adopted the resolution.

B. Finance & Facilities

- i. FY2022-0826-FF-013: Board Treasurer's Report for May 2021**
The motion passed. The Board adopted the resolution.
- ii. FY2022-0826-FF-014: Board Treasurer's Report for June 2021**
The motion passed. The Board adopted the resolution.
- iii. FY022-0826-FF-015: Board Secretary's Report for May 2021**
The motion passed. The Board adopted the resolution.
- iv. FY022-0826-FF-016: Board Secretary's Report for June 2021**
The motion passed. The Board adopted the resolution.
- v. FY2022-0826-FF-017: Operations Bill List for August 2021**
The motion passed. The Board adopted the resolution.

- vi. **FY2022-0826-FF-018: Supplemental Bill List for August 2021**
The motion passed. The Board adopted the resolution.
- vii. **FY2022-0826-FF-019: Approval of July 2021 Payroll Reports**
The motion passed. The Board adopted the resolution.
- viii. **FY2022-0826-FF-020: Approval of July/August In-Between Checks and Online Payments (Operational)**
The motion passed. The Board adopted the resolution.
- ix. **FY2022-0826-FF-021: Approval of Vendor Contracts/Agreements**
The motion passed. The Board adopted the resolution.

C. Personnel

- i. **FY2022-0826-P-004: Approval of New Hires**
The motion passed. The Board adopted the resolution.
- ii. **FY2022-0826-P-005: Approval of Status Changes**
The motion passed. The Board adopted the resolution.
- iii. **FY2022-0826-P-006: Approval of Resignations/Terminations Year**
The motion passed. The Board adopted the resolution.
- iv. **FY2022-0826-P-007: Approval of Professional Development**
The motion passed. The Board adopted the resolution.

13. ADJOURNMENT

Motion & Second to Adjourn

Moved: Ms. Lugo

Second: Ms. Guthrie

Roll Call:

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

The motion passed. Meeting adjourned at **7:48 p.m.**