

# COMMUNITY CHARTER SCHOOL OF PATERSON

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

### SEPTEMBER 29, 2022

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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, September 29, 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 **6:07 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 Vice President	X	Dr. Tiffany McBride
Board Member	X	Mr. Boris Zaydel
Board Member		Ms. Sophia Sample
Board Member		Ms. Marqweesha Guthrie
Board Member		Mr. David Gelman
Board Member	X	Ms. Shana Manradge
CEO/Chief Advocate	X	Mr. Curtis Palmore
SBA/COO	X	Mr. Craig Smith
DCI	X	Dr. Makeba McCray
School Founder Liaison		Mr. Robert Guarasci
SBA		Mr. Olugbenga Olabintan, CPA
Treasurer		Mr. Flavio Rivera
Principal	X	Ms. Madeline Paneto-Gonzalez
Principal	X	Mr. Sean Sawyer
Community Schools Director	X	Ms. Sarai Lucero (arrived 6:35 pm)
Chief of Staff		Ms. Giselle Vannoy

## **5. COMMENTS FROM THE PUBLIC**

No comments were presented.

## **6. CORRESPONDENCE**

There was no correspondence to present.

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

A Board President's report was not presented.

## **8. CCSP SENIOR LEADERSHIP (Principals, Director of Community Schools)**

Dr. Palmore provided a heartfelt thanks to staff for work this school year.

Dr. Palmore gave principal objectives for school year which were removing, vacancies, four sets of data administered to students, ELA, science and math rollout

Dr. Palmore explained that fall assessments were administered and Start Strong had begun.

Dr. McCray said NWEA is in "preparation"

Mr. Guarasci asked when the assessments would be done. Dr. Palmore listed current vacancies

Mr. Guarasci asked about experience and qualifications for new teachers and the support being provided.

Dr. Palmore presented student enrollment and explained "Back to School Night"

Dr. Palmore presented the HIB update and gave detail on CCSP Commercial

Ms. Paneto-Gonzalez provided an Elementary School presentation. The Elementary School presentation included information on "Back to School Night", and current assessments which demonstrated scholars in action.

Mr. Sawyer, Middle School Principal, provided a presentation explaining teachers' prep for classes. He also spoke on giving teachers support, the culture and climate in school and incentives for students. Mr. Sawyer also detailed parent conferences with certain students' parents, school assembly, and Hispanic Heritage Month.

Mr. Guarasci asked if the students that have behavioral issues have been identified. Mr. Sawyer replied in the affirmative.

Dr. McBride asked about consequences for students that behave badly. Mr. Sawyer replied that procedures for discipline were being developed

Ms. Lucero provided a presentation explaining the enrollment numbers, tutoring program, clubs, Home School Council, and signature events.

## **9. TREASURER'S REPORT**

There was no treasury report presented.

## **10. SECRETARY'S REPORT**

Olugbenga Olabintan presented the Board Secretary Reports for July and August of 2022.

## **11. COMMITTEE REPORTS**

- A. Curriculum & Instruction** met on 9/28 and discussed IXL, after school tutoring, and professional conferences, and current and future assessments.
- B. Finance & Facilities** met on 9/22 and discussed routine F&F items including capital improvements, payroll, vendor contracts, and items included in resolutions.
- C. Personnel** met on 9/19 and discussed routine personnel items including new hires and resignations.
- D. Policies & Procedures** Did not meet.
- E. Grievances** Did not meet.

## **5. RESOLUTIONS/ACTION ITEMS**

### **A. Minutes**

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

- i. **FY2023-0929-C-006 Approval of CCSP Math IXL Program Adoption**  
The motion passed. The Board adopted the resolution.

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

- i. **FY2023-0929-FF-025 Approval Board Treasurer's Report for July 2022**  
Consideration of this resolution was postponed.
- ii. **FY2023-0929-FF-026 Approval Board Secretary's Report for July 2022**  
The motion passed. The Board adopted the resolution.
- iii. **FY2023-0929-FF-027 Approval Board Secretary's Report for August 2022**  
The motion passed. The Board adopted the resolution.
- iv. **FY2023-0929-FF-028 Approval of Operations Bill List for September 2022**  
The motion passed. The Board adopted the resolution.
- v. **FY2023-0929-FF-029 Approval of Student Activities Bill List for September 2022**  
The motion passed. The Board adopted the resolution.
- vi. **FY2023-0929-FF-030 Approval of Food Account Bill List for September 2022**  
The motion passed. The Board adopted the resolution.
- vii. **FY2023-0929-FF-031 Approval of Supplemental Bill List for September 2022**  
The motion passed. The Board adopted the resolution.

- viii. **FY2023-0929-FF-032 Approval of Payroll Reports for August 2022**  
The motion passed. The Board adopted the resolution.
- ix. **FY2023-0929-FF-033 Approval of August/September 2022 In-Between Checks and Online Payments (Operational)**  
The motion passed. The Board adopted the resolution.
- x. **FY2023-0929-FF-034 Approval of Vendor Contracts / Agreements**  
The motion passed. The Board adopted the resolution.
- xi. **FY2023-0929-FF-035 Approval of Gerald D Longo for 2022-2023 Audit Engagement**  
The motion passed. The Board adopted the resolution.
- xii. **FY2023-0929-FF-036 Approval Retention Bonus**  
The motion passed. The Board adopted the resolution as amended.
- xiii. **FY2023-0929-FF-037 Approval Independent Consultant**  
The motion passed. The Board adopted the resolution as amended.

#### **D. Personnel**

- ix. **FY2023-0929-P-010: Approval of New Hires**  
The motion passed. The Board adopted the resolution.
- x. **FY2023-0929-P-011: Approval of Status Changes**  
The motion passed. The Board adopted the resolution.
- xi. **FY2023-0929-P-012: Approval of Resignations and Terminations**  
The motion passed. The Board adopted the resolution.
- xii. **FY2023-0929-P-013: Approval of Substitute List**  
The motion passed. The Board adopted the resolution.
- xiii. **FY2023-0929-P-014: Approval of Professional Development**  
The motion passed. The Board adopted the resolution.

#### **E. Policies & Procedures**

- xiv. **FY2023-0929-PP-006: Adoptions, Appointments and Designations**  
The motion passed. The Board adopted the resolution.
- xv. **FY2023-0929-PP-007: Approval of HIB Report**  
The motion passed. The Board adopted the resolution.

6. **EXECUTIVE SESSION**

Motion & Second to enter Executive Session to discuss personnel matters.

Moved: Dr. McBride

Second: Ms. Guthrie

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	MR. GELMAN	MS. SAMPLE	DR. MCBRIDE	MS. MANRADG E	MR. ZAYDEL
<b>YEA</b>	X	X	X	X	X	X	X
<b>NAY</b>							
<b>ABSENT</b>							
<b>ABSTAINED</b>							

The motion passed. The Board entered Executive Session at **7:41 p.m.**

Motion & Second to exit Executive Session.

Moved: Dr. McBride

Second: Ms. Guthrie

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	MR. GELMAN	MS. SAMPLE	DR. MCBRIDE	MS. MANRADG E	MR. ZAYDEL
<b>YEA</b>	X	X	X	X	X	X	X
<b>NAY</b>							
<b>ABSENT</b>							
<b>ABSTAINED</b>							

The motion passed. The Board exited the Executive Session at **7:51 p.m.**

7. **ADJOURNMENT**

Motion & Second to Adjourn

Moved: Mr. Zaydel

Second: Ms. Sample

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	MR. GELMAN	MS. SAMPLE	DR. MCBRIDE	MS. MANRADGE	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 **7:57 p.m.**