

# COMMUNITY CHARTER SCHOOL OF PATERSON

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

DECEMBER 21, 2023

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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, December 21, 2023 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

Dr. Tiffany McBride, Board Vice President, called the meeting to order at **6:06 p.m.**

### 2. SALUTE TO THE FLAG

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

### 3. STATEMENT BY PRESIDING OFFICER

Dr. Tiffany 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 Vice President	x	Dr. Tiffany McBride
Board Member	x	Mr. Boris Zaydel
Board Member	x	Ms. Sophia Sample
Board Member		Ms. Marqweesha Guthrie (Arrived at 6:45pm)
Board Member	x	Mr. David Gelman
Board Member	x	Ms. Shana Manradge
CEO/Chief Advocate	x	Mr. Ira Griffith
School Founder Liaison	x	Mr. Robert Guarasci
SBA		Mr. Olugbenga Olabintan, CPA
Treasurer		Mr. Flavio Rivera
School Leader	x	Mr. Andre Smith
Community Schools Director	x	Ms. Sarai Lucero
Chief of Staff	x	Ms. Giselle Vannoy
Comptroller	x	Ms. Sandra Orozco
Director of Operations	x	Ms. Chelliah Phillips

Visitors: See sign in sheets for details.

**5. COMMENTS FROM THE PUBLIC**

Comment from a parent who wants all meetings to have translation for Spanish speaking parents. Board stated that we will do research and it may take some time but it will be resolved.

**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**

Senior Leadership members Chelliah Phillips, Sarai Lucero and CEO Ira Griffith shared a presentation that discussed Organizational Leadership, Talent, School Culture, Operations and Academics that occurred during the month of December.

**9. TREASURER’S REPORT**

A Treasurer’s report was presented by Robert Guarasci on behalf of Flavio Rivera.

**10. SECRETARY’S REPORT**

A Board Secretary’s Report was not presented by Olugbenga Olabintan.

**11. COMMITTEE REPORTS**

- A. **Curriculum & Instruction** met on 12/18 and discussed routine items included in the resolutions.
- B. **Finance & Facilities** met on 12/19 and discussed routine F&F items included in the resolutions.
- C. **Personnel** met on 12/21 and discussed routine personnel items including new hires, status changes and resignations.
- D. **Policies & Procedures** met on 12/21 and discussed CCSP’s retention plan at this meeting.
- E. **Grievances** did not meet.

**12. RESOLUTIONS/ACTION ITEMS**

**A. Minutes**

- i. **FY2024-1221-M-007: Approval of Minutes 11/30/23 Regular Board Meeting**  
The motion passed. The Board adopted the resolution, as amended.

**B. Curriculum and Instruction**

- i. **FY2024-1221-C-006: Approval of Field Trips**  
The motion passed. The Board adopted the resolution, as amended.

**C. Finance & Facilities**

- i. **FY2024-1221-FF-055: Operations Bill List for December 2023**  
The motion passed. The Board adopted the resolution, as amended.

- ii. **FY2024-1221-FF-056: Supplemental Bill List for December 2023**  
The motion passed. The Board adopted the resolution.
- iii. **FY2024-1221-FF-057: Food Account Bill List for December 2023**  
The motion passed. The Board adopted the resolution
- iv. **FY2024-1221-FF-058: Approval of November 2023 Payroll Reports**  
The motion passed. The Board adopted the resolution.
- v. **FY2024-1221-FF-059: Approval of November/December In-Between Checks and Online Payments (Operational)**  
The motion passed. The Board adopted the resolution.
- vi. **FY2024-1221-FF-060: Approval of Vendor Contracts**  
The motion passed. The Board adopted the resolution.
- vii. **FY2024-1221-FF-061: Approval of Treasurer’s Report October 2023**  
The motion passed. The Board adopted the resolution.
- viii. **FY2024-1221-FF-062: Approval of Revised Budget**  
The motion passed. The Board adopted the resolution.
- ix. **FY2024-1221-FF-063: Approval of Friends Of CCSP Unanimous Consent Of The Board Of Trustees**  
The motion passed. The Board adopted the resolution.
- x. **FY2024-1221-FF-064: Approval of Acceptance of the IDEA CCLS**  
The motion passed. The Board adopted the resolution.
- xi. **FY2024-1221-FF-065: Approval of Acceptance of NJ High Impact Tutoring**  
The motion passed. The Board adopted the resolution.

**D. Personnel**

- i. **FY2024-1221-P-032: Approval of New Hires**  
The motion passed. The Board adopted the resolution.
- ii. **FY2024-1221-P-033: Approval of Status Changes**  
The motion passed. The Board adopted the resolution, as amended.
- iii. **FY2024-1221-P-034: Approval of Substitute List**  
The motion passed. The Board adopted the resolution.
- iv. **FY2024-1221-P-035: Approval Professional Development**  
The motion passed. The Board adopted the resolution.

**E. Policies & Procedures**

- i. **FY2024-1221-PP-012: Approval of HIB Report**

The motion passed. The Board adopted the resolution.

**13. EXECUTIVE SESSION**

Motion & Second to into Executive Session

Moved: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call:

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

The motion passed. Executive Session entered at        **p.m.**

Motion & Second to return from Executive Session

Moved: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call:

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

The motion passed. Executive Session entered at        **p.m.**

**14. 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>			<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>NAY</b>							
<b>ABSENT</b>	<b>X</b>	<b>X</b>					
<b>ABSTAINED</b>							

The motion passed. Meeting adjourned at **6:55 pm.**