

COMMUNITY CHARTER SCHOOL OF PATERSON

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES

MARCH 28, 2024

The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Regular Meeting of the Board of Trustees on Thursday, March 28, 2024 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**

Michael DeBlasio, Board President, called the meeting to order at **6:03 p.m.**

2. **SALUTE TO THE FLAG**

Michael DeBlasio led all those assembled in a salute to the flag of the United States of America.

3. **STATEMENT BY PRESIDING OFFICER**

Michael 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	<input checked="" type="checkbox"/>	Mr. Michael DeBlasio
Board Vice President	<input checked="" type="checkbox"/>	Dr. Tiffany McBride
Board Member	<input type="checkbox"/>	Mr. Boris Zaydel
Board Member	<input checked="" type="checkbox"/>	Ms. Sophia Sample
Board Member	<input checked="" type="checkbox"/>	Ms. Marqweesha Guthrie (Arrived at 6:17pm)
Board Member	<input checked="" type="checkbox"/>	Mr. David Gelman
Board Member	<input type="checkbox"/>	Ms. Shana Manradge
CEO/Chief Advocate	<input checked="" type="checkbox"/>	Mr. Ira Griffith
School Founder Liaison	<input checked="" type="checkbox"/>	Mr. Robert Guarasci
SBA	<input checked="" type="checkbox"/>	Mr. Olugbenga Olabintan, CPA (Arrived at 6:47pm)
Treasurer	<input checked="" type="checkbox"/>	Mr. Flavio Rivera (Arrived at 6:47pm)
School Leader	<input checked="" type="checkbox"/>	Mr. Andre Smith
Community Schools Director	<input checked="" type="checkbox"/>	Ms. Sarai Lucero
Chief of Staff	<input type="checkbox"/>	Ms. Giselle Vannoy
Comptroller	<input checked="" type="checkbox"/>	Ms. Sandra Orozco
Director of Operations	<input checked="" type="checkbox"/>	Ms. Chelliah Phillips

Visitors: See sign in sheets for details.

5. COMMENTS FROM THE PUBLIC

There were no comments from the public.

6. CORRESPONDENCE

There was no correspondence to present.

7. BOARD PRESIDENT'S REPORT

There was no correspondence to present.

8. CCSP SENIOR LEADERSHIP

Senior Leadership members Sarai Lucero, Andre Smith, Chelliah Phillips and CEO Ira Griffith shared a presentation that discussed instructional i-Ready results, Organizational Leadership, Talent, School Culture, and Operations that occurred during the month of March.

9. TREASURER'S REPORT

A Treasurer's report was presented by Flavio Riviera for November, December January and February.

10. SECRETARY'S REPORT

A Board Secretary's Report was presented by Olugbenga Olabintan for February.

11. COMMITTEE REPORTS

- A. **Curriculum & Instruction** met on 3/25 and discussed routine items included in the resolutions.
- B. **Finance & Facilities** met on 3/21 and discussed routine F&F items included in the resolutions.
- C. **Personnel** met on 3/18 and discussed routine personnel items including new hires, status changes and resignations.
- D. **Policies & Procedures** did not meet.
- E. **Grievances** did not meet.

12. RESOLUTIONS/ACTION ITEMS

A. Minutes

- i. **FY2024-0328-M-010: Approval of Minutes 2/29/24 Regular Board Meeting**
The motion passed. The Board adopted the resolution, as amended.
- ii. **FY2024-0328-M-011: Approval of Minutes 3/7/24 Special Board Meeting**
The motion passed. The Board adopted the resolution, as amended.

B. Curriculum and Instruction

- i. **FY2024-0328-C-009: Approval of 2024-2025 Calendar**
The motion passed. The Board adopted the resolution, as amended.

C. Finance & Facilities

- i. **FY2024-0328-FF-085: Operations Bill List for March 2024**
The motion passed. The Board adopted the resolution, as amended.

- ii. **FY2024-0328-FF-086: Supplemental Bill List for March 2024**
The motion passed. The Board adopted the resolution.
- iii. **FY2024-0328-FF-087: Food Account Bill List for March 2024**
The motion passed. The Board adopted the resolution
- iv. **FY2024-0328-FF-088: Approval of February 2024 Payroll Reports**
The motion passed. The Board adopted the resolution.
- v. **FY2024-0328-FF-089: Approval of February/March In-Between Checks and Online Payments (Operational)**
The motion passed. The Board adopted the resolution.
- vi. **FY2024-0328-FF-090: Approval of Vendor Contracts**
The motion passed. The Board adopted the resolution.
- vii. **FY2024-0328-FF-091: Approval of Charter Fiscal Questionnaire**
The motion passed. The Board adopted the resolution.
- viii. **FY2024-0328-FF-092: Approval of SEMI Budget**
The motion passed. The Board adopted the resolution.
- ix. **FY2024-0328-FF-093: Approval of FY 2024-2025 Budget**
The motion passed. The Board adopted the resolution.
- x. **FY2024-0328-FF-094: Approval of Board Secretary Report (Feb)**
The motion passed. The Board adopted the resolution.
- xi. **FY2024-0328-FF-095: Approval of Treasurer's Report (Nov)**
The motion passed. The Board adopted the resolution.
- xii. **FY2024-0328-FF-096: Approval of Treasurer's Report (Dec)**
The motion passed. The Board adopted the resolution.
- xiii. **FY2024-0328-FF-097: Approval of Treasurer's Report (Jan)**
The motion passed. The Board adopted the resolution.
- xiv. **FY2024-0328-FF-098: Approval of Treasurer's Report (Feb)**
The motion passed. The Board adopted the resolution.

D. Personnel

- i. **FY2024-0328-P-047: Approval of Status Changes**
The motion passed. The Board adopted the resolution.
- ii. **FY2024-0328-P-048: Approval of Resignations & Terminations**
The motion passed. The Board adopted the resolution, as amended.
- iii. **FY2024-0328-P-049: Approval of Substitute List**
The motion passed. The Board adopted the resolution, as amended.

E. Policies & Procedures

i. FY2024-0328-PP-017: 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
YEA							
NAY							
ABSENT							
ABSTAINED							

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
YEA							
NAY							
ABSENT							
ABSTAINED							

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

14. ADJOURNMENT

Motion & Second to Adjourn

Moved: **Dr. Tiffany McBride** Second: **Mr. David Gelman** Roll Call:

	MR DEBLASIO	MS. GUTHRIE	MR. GELMAN	MS. SAMPLE	DR. MCBRIDE	MS. MANRADGE	MR. ZAYDEL
YEA	X	X	X	X	X		
NAY							
ABSENT						X	X
ABSTAINED							

The motion passed. Meeting adjourned at **7:20 pm.**