

COMMUNITY CHARTER SCHOOL OF PATERSON

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES

JANUARY 27, 2022

The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Regular Meeting of the Board of Trustees on Thursday, January 27, 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 **6:05 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 Member	X	Ms. Marqweesha Guthrie
Board Member		Vacant
Board Member	X	Ms. Tamara Lugo
Board Member	X	Dr. Tiffany McBride
Board Member	X	Ms. Sophia Sample
Board Member		Mr. Boris Zaydel
CEO/Chief Advocate	X	Mr. Curtis Palmore
SBA/COO	X	Mr. Craig Smith
DCI	X	Dr. Makeba McCray
School Founder Liaison	X	Mr. Robert Guarasci
SBA		Mr. Olugbenga Olabintan, CPA
Treasurer		Mr. Flavio Rivera
Principal	X	Mr. Eric Thompson
Principal	X	Ms. Jacqueline Oliver
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. Palmore advised that there was no correspondence to report.

7. **BOARD PRESIDENT'S REPORT**

Mr. DeBlasio, Board President, provided an update on the matter of Trustee Tamour Kousha, indicating that the State has favorably reversed its action and Mr. Kousha is now able to take the Governance IV training and his status as trustee is now unaffected.

8. **CCSP SENIOR LEADERSHIP (CEO, DCI, PRINCIPALS, DIRECTOR OF COMMUNITY SCHOOLS)**

Mr. Palmore introduced Ms. Jacqueline Oliver, Interim Principal at the Middle School campus. Ms. Oliver advised that her initial focuses include establishing relationships with students, resetting norms for transitions, and teacher observations. Mr. Palmore announced Mr. Eric Thompson as Interim Principal at the Elementary School campus. Mr. Thompson described his focus on providing intentional support to teachers and students. Mr. Palmore introduced Dr. Makeba McCray, Director of Curriculum and Instruction. Dr. McCray described her focus on technology, and mobilizing of staff to fulfill their job functions.

Mr. Palmore provided an update on the water damage at the Elementary School campus at 75 Spruce Street. Mr. Palmore advised that the cleanup work has been completed by ServPro. Mr. Palmore thanked Mr. Craig Smith for his support on the effort to get the school ready to reopen for students.

Mr. Palmore discussed steps to reset norms and culture at the Middle School campus. Mr. Palmore discussed ongoing teacher recruitment efforts. Mr. Palmore advised that exit interviews are taking place to get data on teacher resignations.

Mr. Palmore provided an update on NWEA / MAP testing. Mr. Palmore advised that teachers are being provided professional development in preparation for the assessments. Mr. Palmore advised that the technology team is setting up the infrastructure for administering the assessments.

Mr. Palmore and the Board discussed the status of synchronous teaching for quarantined students. Mr. Palmore advised that the technology for synchronous teaching is not yet prepared due to staff transitions. Dr. McCray is working on finalizing the preparedness for Google Classroom in order to rollout synchronous teaching for quarantined students within the next two weeks.

Mr. Palmore presented the data dashboard for Elementary and Middle School campuses including enrollment, student wait list, student attendance, chronic absenteeism, disciplinary incidents, HIB incidents, student support services, after school program attendance, parent engagement, professional development, staff attendance and staff vacancies.

Ms. Sarai Lucero provided an update on Community Schools. Ms. Lucero advised that CCSP was awarded a grant from Passaic County. Ms. Lucero provided an update on level of service. Ms. Lucero attended a recent director meeting for the 21st CCLC program to discuss challenges with meeting the level of service given the COVID-19 health pandemic. Ms. Lucero listed out upcoming programs including sport teams, Paterson Music Project classes, and new clubs. Ms.

Lucero provided an update on the January Home School Council meeting and January workshops. Ms. Lucero advised about the vaccination clinics being offered at the school campuses. Ms. Lucero listed out the upcoming February workshops. Ms. Lucero announced the return of the Strengthening Families Program to CCSP.

9. **BOARD TREASURER’S REPORT**

A Board Treasurer’s Report was not presented.

10. **BOARD SECRETARY’S REPORT**

Mr. Olugbenga Olabintan presented the Board Secretary’s Report for December 2021.

11. **COMMITTEE REPORTS**

- A. **Curriculum & Instruction** met on 1/24 and discussed building repairs due to water damage, NWEA / MAP preparations, staff vacancies, professional development, new hires and interview process and data dashboard tracker.
- B. **Finance & Facilities** met on 1/24 and 1/25 and discussed building repairs due to water damage, routine F&F items, budget versus actual, IT support, and other items included in resolution.
- C. **Personnel** did not meet.
- D. **Policies & Procedures** did not meet.
- E. **Grievances** did not meet.

12. **EXECUTIVE SESSION**

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

Moved: Dr. McBride

Second: Ms. Lugo

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	VACANT	MS. SAMPLE	DR. MCBRIDE	MS. LUGO	MR. ZAYDEL
YEA	X	X		X	X	X	
NAY							
ABSENT							X
ABSTAINED							

The motion passed. The Board entered Executive Session at **8:05 p.m.**

Motion & Second to exit Executive Session.

Moved: Dr. McBride

Second: Ms. Guthrie

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	VACANT	MS. SAMPLE	DR. MCBRIDE	MS. LUGO	MR. ZAYDEL
YEA	X	X		X	X	X	
NAY							
ABSENT							X
ABSTAINED							

The motion passed. The Board exited Executive Session at **8:49 p.m.**

13. **RESOLUTIONS/ACTION ITEMS**

A. Minutes

- i. **FY2022-0127-M-010: Approval of Minutes from December 21, 2021 Board of Trustees Meeting**
The motion passed. The Board adopted the resolution.
- ii. **FY2022-0127-M-011: Approval of Minutes from November 22, 2021 Board of Trustees Meeting**
The motion passed. The Board adopted the resolution.

B. Finance & Facilities

- iii. **FY2022-0127-FF-076: Board Treasurer's Report for December 2021**
Consideration of the motion was postponed.
- iv. **FY2022-0127-FF-077: Board Secretary's Report for December 2021**
The motion passed. The Board adopted the resolution.
- v. **FY2022-0127-FF-078: Operations Bill List for January 2022**
The motion passed. The Board adopted the resolution, as amended.
- vi. **FY2022-0127-FF-079: Supplemental Bill List for January 2022**
The motion passed. The Board adopted the resolution.
- vii. **FY2022-0127-FF-080: Food Account Bill List for January 2022**
The motion passed. The Board adopted the resolution.
- viii. **FY2022-0127-FF-081: Approval of December 2021 Payroll Reports**
The motion passed. The Board adopted the resolution.
- ix. **FY2022-0127-FF-082: Approval of December/January In-Between Checks and Online Payments (Operational)**
The motion passed. The Board adopted the resolution.
- x. **FY2022-0127-FF-083: Approval of Vendor Contracts**
The motion passed. The Board adopted the resolution.

C. Personnel

- i. **FY2022-0127-P-030: Approval of New Hires**
The motion passed. The Board adopted the resolution, as amended.
- ii. **FY2022-0127-P-031: Approval of Status Changes**

The motion passed. The Board adopted the resolution.

iii. **FY2022-0127-P-032: Approval of Resignations**
The motion passed. The Board adopted the resolution.

iv. **FY2022-0127-P-033: Approval of Substitute Teachers**
The motion passed. The Board adopted the resolution.

14. **ADJOURNMENT**

Motion & Second to Adjourn

Moved: Ms. Guthrie

Second: Ms. Lugo

Roll Call:

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

The motion passed. Meeting adjourned at **8:53 p.m.**