

COMMUNITY CHARTER SCHOOL OF PATERSON

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES

NOVEMBER 30, 2023

The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Regular Meeting of the Board of Trustees on Thursday, November 30, 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

Mr. Michael DeBlasio, Board President, called the meeting to order at **6:02 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		Dr. Tiffany McBride
Board Member	X	Mr. Boris Zaydel
Board Member	X	Ms. Sophia Sample
Board Member	X	Ms. Marqweesha Guthrie (Arrived at 6:45pm)
Board Member	X	Mr. David Gelman
Board Member	X	Ms. Shana Manradge
CEO/Chief Advocate		Mr. Ira Griffith
School Founder Liaison	X	Mr. Robert Guarasci
SBA	X	Mr. Olugbenga Olabintan, CPA
Treasurer		Mr. Flavio Rivera
School Leader	X	Mr. Andre Smith
Community Schools Director		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

There were no comments from the public.

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 and Andre Smith shared a presentation that discussed Organizational Leadership, Talent, School Culture, Operations and Academics that occurred during the month of November.

9. TREASURER'S REPORT

A Treasurer's report was not presented by Flavio Rivera.

10. SECRETARY'S REPORT

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

11. COMMITTEE REPORTS

- A. **Curriculum & Instruction** met on 11/28 and discussed routine items included in the resolutions.
- B. **Finance & Facilities** met on 11/27 and discussed routine F&F items included in the resolutions.
- C. **Personnel** met on 11/20 and discussed routine personnel items including new hires, status changes and resignations.
- D. **Policies & Procedures** met on 11/20 and presented a resolution at this meeting.
- E. **Grievances** did not meet.

12. RESOLUTIONS/ACTION ITEMS

A. Minutes

- i. **FY2024-1130-M-006: Approval of Minutes 10/26/23 Regular Board Meeting**
The motion passed. The Board adopted the resolution, as amended.

B. Finance & Facilities

- i. **FY2024-1130-FF-046: Operations Bill List for November 2023**
The motion passed. The Board adopted the resolution, as amended.
- ii. **FY2024-1130-FF-047: Supplemental Bill List for November 2023**
The motion passed. The Board adopted the resolution
- iii. **FY2024-1130-FF-048: Food Account Bill List for November 2023**
The motion passed. The Board adopted the resolution
- iv. **FY2024-1130-FF-049: Approval of October 2023 Payroll Reports**

The motion passed. The Board adopted the resolution.

- v. **FY2024-1130-FF-050: Approval of October/November In-Between Checks and Online Payments (Operational)**
The motion passed. The Board adopted the resolution.
- vi. **FY2024-1130-FF-051: Approval of Vendor Contracts**
The motion passed. The Board adopted the resolution.
- vii. **FY2024-1130-FF-052: Board Secretary's Report for July - October 2023**
The motion passed. The Board adopted the resolution.
- viii. **FY2024-1130-FF-053: Approval of Treasurer's Report October 2023**
Consideration for this resolution was postponed.
- ix. **FY2024-1130-FF-054: Approval of Revised Budget**
Consideration for this resolution was postponed.

C. Personnel

- ix. **FY2024-1130-P-028: Approval of New Hires**
The motion passed. The Board adopted the resolution.
- x. **FY2024-1130-P-029: Approval of Status Changes**
The motion passed. The Board adopted the resolution, as amended.
- xi. **FY2024-1130-P-030: Approval of Resignations and Terminations**
The motion passed. The Board adopted the resolution.
- xii. **FY2024-1130-P-031: Approval of Substitute List**
The motion passed. The Board adopted the resolution.

D. Policies & Procedures

- xiii. **FY2024-1130-PP-011: Approval of HIB Report**
The motion passed. The Board adopted the resolution.
- xiv. **FY2024-1130-PP-012: Approval of Updated Policies**
The motion passed. The Board adopted the resolution.

13. EXECUTIVE SESSION

Motion & Second to into Executive Session

Moved: Mr. Zaydel

Second: Mr. Gelman

Roll Call:

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

The motion passed. Executive Session entered at **6:50 p.m.**

Motion & Second to return from Executive Session

Moved: Mr. Zaydel

Second: Mr. Gelman

Roll Call:

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

The motion passed. Executive Session entered at **6:53 p.m.**

14. **ADJOURNMENT**

Motion & Second to Adjourn

Moved: Mr. Zaydel

Second: Mr. Gelman

Roll Call:

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

The motion passed. Meeting adjourned at **7:15 p.m.**