

# COMMUNITY CHARTER SCHOOL OF PATERSON

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

### APRIL 28, 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, April 28, 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**

Dr. Tiffany McBride, Board Vice President, called the meeting to order at **6:05 p.m.**

2. **SALUTE TO THE FLAG**

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

3. **STATEMENT BY PRESIDING OFFICER**

Dr. 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 Member		Ms. Marqweesha Guthrie
Board Member	X	Mr. Tamour Kousha
Board Member	X	Ms. Tamara Lugo
Board Member	X	Dr. Tiffany McBride
Board Member	X	Ms. Sophia Sample
Board Member	X	Mr. Boris Zaydel
CEO/Chief Advocate	X	Mr. Curtis Palmore
SBA/COO	X	Mr. Craig Smith
DCI		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	Mr. Sean Sawyer
Community Schools Director		Ms. Sarai Lucero
Chief of Staff	X	Ms. Giselle Vannoy

Visitors: See sign in sheets for details.

5. **COMMENTS FROM THE PUBLIC**

Ms. Madeline Paneto-Gonzalez, candidate for Principal, introduced herself and thanked CCSP for the opportunity to apply for the position. Mr. Anthony Carr thanked the Board and CCSP team for

the opportunity to join CCSP staff in February. Mr. Carr introduced himself and expressed interest in hearing about any possible administrative openings that may be forthcoming.

6. **CORRESPONDENCE**

Mr. Curtis Palmore advised that there was no correspondence to report.

7. **BOARD PRESIDENT'S REPORT**

At this time, Dr. McBride asked Mr. Robert Guarasci to read aloud the resolution of the School Ethics Commission I/M/O Tamour Kousha, Community Charter School of Paterson, Passaic County as required by N.J.A.C. 6A:28-6.11(d).

8. **CCSP SENIOR LEADERSHIP (CEO and DCI)**

Mr. Curtis Palmore provided an update on student enrollment and student applications. Mr. Palmore provided an update on administration of the NJSLA. The NJSLA will be administered at the elementary school May 9-13 and the middle school May 16-20. Mr. Palmore advised that leader training for the administration of Mr. Palmore provided an updated on Board Trustee trainings. Mr. Palmore advised that all Board Trustees are current and in good standing with required trainings. Mr. Palmore advised that a staff survey regarding mask wearing was completed. Mr. Palmore anticipates presenting a resolution on mask wearing at the forthcoming May 5<sup>th</sup> Board meeting. Mr. Palmore provided a list of focus items for April including Parent Teacher Conferences and preparation for the NJSLA. Mr. Palmore provided a list of upcoming CCSP Year End Events including the Kindergarten Moving-Up Ceremony to be held on June 23<sup>rd</sup>, and the 8<sup>th</sup> Grade Graduation Ceremony to be held on June 28<sup>th</sup>.

Mr. Palmore introduced Mr. Sean Sawyer, new Middle School Principal. Mr. Sawyer briefly introduced himself and shared his initial observations from his first week as Principal at the middle school including recommendations around teacher retention and professional development, and culture and climate.

Mr. Eric Thompson provided an update for the elementary school attendance, including student attendance and engagement. Mr. Thompson advised that recent professional development topics focused on critical thinking and NJSLA administration preparation. Mr. Thompson advised that Report Card Night was held on April 13<sup>th</sup>, and that it was well-attended by parents. Mr. Thompson provided a list of recent and upcoming events.

Mr. Palmore advised that Ms. Lucero will present the next Community Schools update at the May 5<sup>th</sup> meeting.

9. **BOARD TREASURER'S REPORT**

Board Treasurer's Reports were presented for February and March 2022.

10. **BOARD SECRETARY'S REPORT**

A Board Secretary's Report was not presented.

11. **COMMITTEE REPORTS**

- A. Curriculum & Instruction** met on 4/20 and discussed NJSLA testing, school security plan, staff vacancies, new hires, and staff renewals.
- B. Finance & Facilities** met on 4/21 and discussed payroll, bill list, summer facilities projects and other items included in resolution.
- C. Personnel** met on 4/25 and discussed new hires, resignations and status changes.
- D. Policies & Procedures** met on 4/25 and reviewed latest policy recommendations and mask mandate policy.
- E. Grievances** did not meet this month.

12. **RESOLUTIONS/ACTION ITEMS**

**A. Minutes**

- i. **FY2022-0428-M-015: Approval of Minutes from March 31, 2022 Board of Trustees Meeting**  
The motion passed. The Board adopted the resolution.

**B. Finance & Facilities**

- i. **FY2022-0428-FF-105: Board Treasurer’s Report for February 2022**  
The motion passed. The Board adopted the resolution.
- ii. **FY2022-0428-FF-106: Board Treasurer’s Report for March 2022**  
The motion passed. The Board adopted the resolution.
- iii. **FY2022-0428-FF-107: Board Secretary’s Report for February 2022**  
Consideration of this resolution was postponed.
- iv. **FY2022-0428-FF-108: Board Secretary’s Report for March 2022**  
Consideration of this resolution was postponed.
- v. **FY2022-0428-FF-109: Operations Bill List for April 2022**  
The motion passed. The Board adopted the resolution, as amended.
- vi. **FY2022-0428-FF-110: Supplemental Bill List for April 2022**  
The motion passed. The Board adopted the resolution.
- vii. **FY2022-0428-FF-111: Approval of March 2022 Payroll Reports**  
The motion passed. The Board adopted the resolution.
- viii. **FY2022-0428-FF-112: Approval of March/April In-Between Checks and Online Payments (Operational)**  
The motion passed. The Board adopted the resolution.
- ix. **FY2022-0428-FF-113: Approval of Vendor Contracts**  
The motion passed. The Board adopted the resolution, as amended.
- x. **FY2022-0428-FF-114: Approval of MOA for Fieldwork/Internships**  
The motion passed. The Board adopted the resolution.

**C. Personnel**

- i. **FY2022-0428-P-048: Approval of New Hires**  
The motion passed. The Board adopted the resolution.
- ii. **FY2022-0428-P-049: Approval of Status Changes**  
The motion passed. The Board adopted the resolution, as amended.
- iii. **FY2022-0428-P-050: Approval of Resignations**  
The motion passed. The Board adopted the resolution.

**D. Policies & Procedures**

- i. **FY2022-0428-PP-012: Approval of Updated Policies**  
The motion passed. The Board adopted the resolution.
- ii. **FY2022-0428-PP-013: Approval of Updated Policies, 1<sup>st</sup> Reading**  
The motion passed. The Board adopted the resolution.
- iii. **FY2022-0428-PP-014: Approval of HIB Report**  
The motion passed. The Board adopted the resolution.

13. **EXECUTIVE SESSION**

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

Moved: Mr. Zaydel

Second: Ms. Sample

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	MR. KOUSHA	MS. SAMPLE	DR. MCBRIDE	MS. LUGO	MR. ZAYDEL
<b>YEA</b>			X	X	X	X	X
<b>NAY</b>							
<b>ABSENT</b>	X	X					
<b>ABSTAINED</b>							

The motion passed. The Board entered Executive Session at **7:19 p.m.**

Motion & Second to exit Executive Session.

Moved: Ms. Lugo

Second: Mr. Zaydel

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	MR. KOUSHA	MS. SAMPLE	DR. MCBRIDE	MS. LUGO	MR. ZAYDEL
<b>YEA</b>			X	X	X	X	X
<b>NAY</b>							
<b>ABSENT</b>	X	X					
<b>ABSTAINED</b>							

The motion passed. The Board exited Executive Session at **7:28 p.m.**

14. **ADJOURNMENT**

Motion & Second to Adjourn

Moved: Ms. Lugo

Second: Mr. Zaydel

Roll Call:

	MR DEBLASIO	MS. GUTHRIE	MR. KOUSHA	MS. SAMPLE	DR. MCBRIDE	MS. LUGO	MR. ZAYDEL
<b>YEA</b>			X	X	X	X	X
<b>NAY</b>							
<b>ABSENT</b>	X	X					
<b>ABSTAINED</b>							

The motion passed. Meeting adjourned at **7:47 p.m.**