

ROBERT TREAT ACADEMY CHARTER SCHOOL INC.

MINUTES JULY 27, 2023

Mr. Detore called the meeting to order at 5:31 pm and the Board cited the Pledge of Allegiance.

Ms. Detore read the Open Public Meeting Statement of Compliance

Statement of Compliance (We have complied with the Open Public Meetings Act by placing adequate notice of this meeting in the Star Ledger, the Jersey Journal, and the Robert Treat Academy newsletter; by notifying the municipal clerk and by posting notice at the Academy.

Attendance

<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
Barbaran, Claudio	X	
Caraballo, Wilfredo	X	
Davis, Adrienne	X	
Detore, Robert	X	
Johnson, Galen	X	
Pichardo, Wilson A.	X	
Souder, Calvin W. Esq.		X
Strand, Tahira	X	
Zabala de Kelly, Zarala	X	

<u>Staff</u>	<u>Present</u>	<u>Absent</u>
Clark Robert, Business Administrator	X	
Mr. Jayson Tarella, Attorney	X	
Parada, Paul, Vice Principal		X
Trillo, Marcelino, Vice Principal		

Correspondence

There was no correspondence.

Principal's Report and Attachments

Mr. Trillo gave the Principal's Report.

Public Comment (Agenda Items Only)

None

Minutes

Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, accept the **Public Meeting and Executive Session Minutes of June 15, 2023**, as attached. **(Attachment M-1)**

RECORD OF VOTE Resolution Minutes

Moved by:	Ms. Davis	Seconded by:	Ms. Zabala de Kelly
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Motion carried in an unanimous voice vote.

Board Affairs

- BA-1** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, formally approve Annual Report for 2022-23 school year, as presented by Mr. Trillo.
- BA-2** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, formally approve the donation of technology equipment to the Dominican Republic Relief Organization, 472 Bloomfield Avenue, Caldwell, NJ 07006 per the attached list. **(Attachment B-2)**
- BA-3** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, formally approve recycling of obsolete technology equipment per the attached list. **(Attachment B-3)**
- BA-4** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, formally approve the Bi-Annual HIB Report for 2022-23 school year. **(Attachment B-4)**

RECORD OF VOTE BA-1 thru BA-4

Moved by:	Mr. Pichardo	Seconded by:	Ms. Zabala de Kelly
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Barbaran, Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrienne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Souder, Calvin W.				X
Strand, Tahira	X			
Zabala de Kelly, Zarala	X			
Total Votes	8	0	0	1

Education

There were no resolutions.

Fiscal

- F-1** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the payment of Bills and Claims from the Operating Account dated July 1, 2023 through July 27, 2023 in the amount of \$288,054.29. **(Attachment F-1)**
- F-2** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the payment of payrolls as follows: **(Attachment F-2)**
- | | |
|---------------|----------------------|
| June 9, 2023 | \$ 378,984.88 |
| June 23, 2023 | <u>\$ 320,254.81</u> |
| Total | \$ 699,239.69 |
- F-3** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School Inc., the officers and members of the Board of Trustees do hereby, approve the Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending May 31, 2023. **(Attachment F-3)**
- F-4** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of May 31, 2023 no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A16.10(a).
- F-5** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached budget transfers for the month of May, 2023. **(Attachment F-5)**
- F-6** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve purchasing from the attached list of vendors through Educational Data Services, NJ Start, Hunterdon County Educational Services Commission, Educational Services Commission of New Jersey, TIPS and National Cooperative Purchasing Alliance for the 2023-24 school year. **(Attachment F-6)**
- F-7** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Agreement for Paraprofessional – Part Time with Essex Regional Educational Services Commission for the 2023-24 school year. **(Attachment F-7)**
- F-8** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Home Instruction Services Agreement with Essex Regional Educational Services Commission for the 2023-24 school year. **(Attachment F-8)**
- F-9** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the final 2022-23 school budget based upon the final enrollment count of June 21, 2023 as follows:

Operating Budget (Fund 10)	\$ 11,539,611.49
Special Revenue (Fund 20)	<u>\$ 5,092,879.63</u>
Total	\$ 16,632,491.12

- F-10** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the submittal of the Individual with Disabilities Act (IDEA) and IDEA Preschool FY24 application from July 1, 2023 thru September 30, 2024 as follows: **(Attachment F-10)**

IDEA	\$ 167,159
IDEA Preschool	<u>\$ 3,723</u>
Total	\$ 170,882

- F-11** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Delivery Service Agreement with Maschio's Trucking, LLC from July 1, 2023 thru September 30, 2024. **(Attachment F-11)**

- F-12** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the submittal of a late liquidation application for the Elementary and Secondary School Emergency Relief Fund Grant (ESSER II) past the grant ending date of September 30, 2023 due to supply chain issues.

- F-13** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Standard Form of Agreement Between Owner and Architect with SSP Architectural Group, Inc. **(Attachment F-13)**

- F-14** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Proposal for Architectural & Engineering Services for HVAC Replacements and Upgrades at JRC with SSP Architectural Group, Inc. in the amount of \$161,000. **(Attachment F-14)**

*Funded by ESSER III Grant Account # 20-487-400-720-000-96

- F-15** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the payment of Bills and Claims from the Operating Account dated June 16, 2023 through June 30, 2023 in the amount of \$318,936.04. **(Attachment F-15)**

- F-16** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Professional Services Agreement with Garden State, AAC Specialists, LLC. **(Attachment F-16)**

- F-17** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Professional Services Agreement with The Mental Health Clinic of Passaic.
(Attachment F-17)
- F-18** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Professional Services Agreement with The Uncommon Thread, Inc.
(Attachment F-18)
- F-19** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Professional Services Agreement with Rutgers The State University.
(Attachment F-19)
- F-20** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached Professional Services Agreement with Kid Clan Services, Inc.
(Attachment F-20)

RECORD OF VOTE F-1 thru F-20

Moved by:	Mr. Caraballo	Seconded by:	Ms. Davis
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Barbaran, Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrienne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Souder, Calvin W.				X
Strand, Tahira	X			
Zabala de Kelly, Zarala	X			
Total Votes	8	0	0	1

Policies and Procedures

There were no resolutions.

Personnel

- P-1** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, retroactively approve employment for the 2023-24 school year as follows:

Employee	Position	Salary 2023-24	Start	Pro-rated
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			Date	Salary 2023-24
*Christina Alicia Gonzalez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Annmarie, Alagia	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Alyssa Beade	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Joelca Belen	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Betzaida Betancourt	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Saran Buttino	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Danielle, Bouie	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Waleska Burgos	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*William Bush	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Jessica Coyle	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Irv Comanda	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Cynthia Cruz	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Katherine Cryan	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Suzanne Del Toro	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Sheila DeSouza	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Jonathan Gutierrez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Wynda Garcia-Orr	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Evelyn Gilles	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Jonathan Gutierrez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Zulma Hernandez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Tyola Hughes	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Willie Jackson	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Dormervline Juste	Boot Camp Instructor	\$100.00 hr	7/1/23	NA

*Bernadette Kazanjian	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Caitlin Kelly	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Jason Kolucki	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Jennifer Lambert	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Kristina Lawrence	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Marilyn Lee	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Daniel Lingad-Mobo	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Linse Lopez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Rodney Lopez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Chris Malone	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Kristina McCarthy	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Melissa Mendez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Janet Mondragon	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Erin O'Dowd	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Zachery Ontell	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Harolyn Orozco	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Alicia Parada	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Dennis Peguero	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Lysmarie Perez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Stephanie Perez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Melissa Picon	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Veronica Roman	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Lauren Perkins	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Ashley Primiano	Boot Camp Instructor	\$100.00 hr	7/1/23	NA

*Sandra Queroli	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Robert Radcliffe	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Erikka Richardson	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Susan Rodriguez	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Veronica Roman	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Christine Sherlock	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Lucianne Soto	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Mary Stevens	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Jennifer Torres	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Tatiana Venegas	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Angine Voshghanhambarsoomians	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Yanelle Varela	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Rasheemah Ward	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Donna Williams	Boot Camp Instructor	\$100.00 hr	7/1/23	NA
*Majied Whitaker	Boot Camp Instructor	\$100.00 hr	7/1/23	NA

P-2 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, retroactively approve employment for the 2023-24 school year as follows:

Employee	Position	Salary 2023-24	Start Date	Pro-rated Salary 2023-24
Rolando Hernandez	Boot Camp Instructor	\$100.00 hr	4/10/23	NA
James Stokes	Boot Camp Instructor	\$100.00 hr	4/10/23	NA

P-3 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve employment for the 2023-24 school year as follows:

Employee	Position	Salary 2023-24	Start Date	Pro-rated Salary 2023-24
Leah Garcia	Office Helper	\$ 12.00 hr	7/11/23	NA
Martina Brooks	Instructional Assistant	\$35,000.00	8/2/23	NA
Quadeesha Harper	Instructional Assistant	\$35,000.00	8/2/23	NA
Alexa Hartsfield	Choir Director	\$ 50.00 hr	9/5/23	NA

- P-4** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby approve the attached organizational/compensation chart for the 2023-24 school year. **(Attachment P-4)**
- P-5** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, accept the resignation of Micah Rivas, Instructional Assistant effective July 31, 2023. **(Attachment P-5)**
- P-6** Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, accept the resignation of Charlotte Bobadilla, 6th Grade Teacher effective September 21, 2023. **(Attachment P-6)**

RECORD OF VOTE P-1 thru P-6

Moved by:	Ms. Strand	Seconded by:	Ms. Zabala de Kelly
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Barbaran, Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrienne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Souder, Calvin W.				X
Strand, Tahira	X			
Zabala de Kelly, Zarala	X			
Total Votes	8	0	0	1

Public Comment Period

There was no public comment.

Executive Session

There was no executive session.

Adjournment

Be it resolved that on this date July 27, 2023, at the Regular Meeting of the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do, hereby, formally adjourn was motion by Mr. Pichardo and seconded by Ms. Zabala de Kelly with an unanimous voice vote to adjourned at 6:04 pm.

Robert Clark,
Buisness Administrator/Board Secretary