

**ROBERT TREAT ACADEMY
Charter School**

**REGULAR
MEETING OF
THE BOARD OF TRUSTEES
THURSDAY, JULY 22, 2021**



**Agenda &
Supporting Documents**

ROBERT TREAT ACADEMY CHARTER SCHOOL INC.

AGENDA

Call to Order _____ pm & Pledge of Allegiance

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

Attendance - Roll Call

Principal's Report and Attachments

PR-1 Principal's Report

Minutes

M-1 Review of and motion to approve minutes of previous meeting

Board Affairs

BA-1 Review of motion to accept resignation of Emil Garruto, Board of Trustee Member, effective June 24, 20121. **(Attachment BA-1)**

BA-2 Review of motion to approve revised 2021-22 school calendar. **(Attachment BA-2)**

BA-3 Review of motion to approve revised 2021-22 Board of Trustees Meeting schedule.

BA-4 Review of motion to approve Annual Report for 2020-21 school year. **(Attachment B-4)**

Fiscal

F-1 Review of motion to approve the payment of Bills and Claims from the Operating Account dated July 1, 2021 through July 22, 2021 in the amount of \$165,304.94. **(Attachment F-1)**

F-2 Review of motion to approve the payment of payrolls as follows: **(Attachment F-2)**

June 11, 2021	\$ 223,143.99
June 25, 2021	<u>\$ 267,118.44</u>
Total	\$ 490,262.43

F-3 Review of motion to approves the Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending May 31, 2021. **(Attachment F-3)**

F-4 Review of motion to approve the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of May 31, 2021 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** Review of motion to approve budget transfers for the month of May 31, 2021. **(Attachment F-5)**
- F-6** Review of motion to approve use of specific vendors from various purchasing cooperatives or state contracts. **(Attachment F-6)**
- F-7** Review of and motion to approve the acceptance of the Individual with Disabilities Act (IDEA) and IDEA Preschool FY22 application from July 1, 2021 thru September 30, 2022 as follows: **(Attachment F-7)**

IDEA	\$ 146,356
IDEA Preschool	<u>\$ 2,871</u>
Total	\$ 149,227

- F-8** Review of and motion to approve the Interlocal Agreement with The Interlocal Purchasing System (TIPS) effective June 25, 2021. **(Attachment F-8)**
- F-9** Review of and motion to approve the acceptance of the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) FY21 application from March 13, 2020 through September 30, 2023 as follows: **(Attachment F-9)**

CRRSA-ESSER II	\$ 1,472,976
Learning Acceleration	\$ 94,528
Mental Health	<u>\$ 45,000</u>
Total	\$ 1,612,504

- F-10** Review of and motion to approve Brezley Breach Response Insurance coverage from July 1, 2021 through June 30, 2022 at a cost of \$5,350. **(Attachment F-10)**
- F-11** Review of motion to approve the payment of Bills and Claims from the Operating Account dated June 30, 2021 in the amount of 88,000.06. **(Attachment F-11)**
- F-12** Review of and motion to approve Rutgers University to provide OT/PT services for the 2021-22 school year. **(Attachment F-12)**
- F-13** Review of and motion to approve the submittal of the Elementary Secondary Educational Act FY 22 application while refusing Title III funding in the amount of \$1,101 from July 1, 2021 through June 30, 2022 as follows: **(Attachment F-13)**

Title I A	\$ 494,060
Title IIA	<u>\$ 43,618</u>
Total	\$ 537,678

- F-14** Review of and motion to approve cancellation of stale checks/warrants from Operating Account and Payroll Account.

Policies and Procedures

PP-1 Review of motion to approve various policies and regulation.

Education

E-1 Review of motion to approve the Elementary and Secondary Education Act (ESEA) foster care transportation procedure.

Personnel

P-1 Review of and motion to approve summer custodial employees.

P-2 Review of and motion to approve salary adjustments for the 2021-22 school year.

P-3 Review of and motion to approve new employees for the 2021-22 school year.

P-4 Review of and motion to approve organization/compensation chart for the 2021-22 school year. **(Attachment P-4)**

P-5 Review of and motion to approve staff transfers for the 2021-22 school year.

P-6 Review of and motion to approve stipends for the 2021-22 school year.

P-7 Review of and motion to approve FMLA, NJFLA and for employee #90487. **(Attachment P-7)**

Executive Session (if necessary)

Review of and motion to adjourn to and return from executive session

Public Comment Period

Adjournment _____ pm

ATTENDANCE

<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
Alagia, Phil		
Caraballo, Wilfredo		
Davis, Adrienne		
Detore, Robert		
Garruto, Emil		
Pichardo, Wilson A.		
Souder, Calvin W. Esq.		
Strand, Tahira		
Zabala de Kelly, Zarala		

<u>Staff</u>	<u>Present</u>	<u>Absent</u>
Adubato, Theresa, Principal		
Bernardo, Lucy, Recording Secretary		
Clark Robert, Business Administrator		
Eveland, Scott, School Attorney		
Parada, Paul, Vice Principal		
Trillo, Marcelino, Vice Principal		

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 **minutes of the May 27, 2021 Special Public Meeting; June 27, 2021 Board Meeting and Executive Session**, as attached.
(Attachment M-1)

RECORD OF VOTE Resolution Minutes

Moved by:		Seconded by:	
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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, accept resignation of Emil Garruto, Board of Trustee Member, effective June 24, 2012¹ with regret. **(Attachment BA-1)**
- 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, to approve revised 2021-22 school calendar. **(Attachment BA-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 the meeting schedule for the 2021-22 school year as follows:

Thursday, July 22, 2021
Thursday, August 19, 2021
Thursday, September 16, 2021
Thursday, October 21, 2021
Thursday, November 18, 2021
Thursday, December 16, 2021
Thursday, January 27, 2022
Thursday, February 24, 2022
Thursday, March 24, 2022
Thursday, April 21, 2022
Thursday, May 19, 2022
Thursday, June 16, 2022 (Reorganizational/Regular Meeting)

All meetings are held at 443 Clifton Avenue, Newark, New Jersey 07104 at 5:30 p.m.
Participation by Zoom is optional.

- 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 Annual Report for 2020-21 school year. **(Attachment B-4)**

RECORD OF VOTE BA-1 thru BA-4

Moved by:		Seconded by:	
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil				
Caraballo, Wilfredo				
Davis, Adrienne				
Detore, Robert				
Garruto, Emil				
Pichardo, Wilson A.				
Souder, Calvin W.				
Strand, Tahira				
Zabala de Kelly, Zarala				
Total Votes				

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, 2021 through July 22, 2021 in the amount of \$165,304.94. **(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 11, 2021 | \$ 223,143.99 |
| June 25, 2021 | <u>\$ 267,118.44</u> |
| Total | \$ 490,262.43 |
- 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, 2021. **(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, 2021 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 31, 2020. **(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, formally approve purchasing from the attached list of vendors through NJ Start, Hunterdon County Educational Services Commission, Educational Services Commission of New Jersey and National Cooperative Purchasing Alliance for the 2021-22 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, formally approve the acceptance of the Individual with Disabilities Act (IDEA) and IDEA Preschool FY22 application from July 1, 2021 thru September 30, 2022 as follows: **(Attachment F-7)**

IDEA	\$ 146,356
IDEA Preschool	<u>\$ 2,871</u>
Total	\$ 149,227

*Attached is personell salaries to be charged to IDEA and IDEA Preschool grants

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, formally approve Interlocal Agreement with The Interlocal Purchasing System (TIPS) effective June 25, 2021.
(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, formally approve the acceptance of the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) FY21 application from March 13, 2020 through September 30, 2023 as follows:
(Attachment F-9)

CRRSA-ESSER II	\$ 1,472,976
Learning Acceleration	\$ 94,528
Mental Health	\$ 45,000
Total	\$ 1,612,504

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 Brezley Breach Response Insurance coverage from July 1, 2021 through June 30, 2022 at a cost of \$5,350.
(Attachment F-10)

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, formally approve the payment of Bills and Claims from the Operating Account dated June 30, 2021 in the amount of 88,000.06.
(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, formally approve Rutgers University to provide OT/PT services at a rate of \$134.00 per hour from July 1, 2021 through June 30, 2022. **(Attachment F-12)**

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, formally approve the submittal of the Elementary Secondary Educational Act FY 22 application while refusing Title III funding in the amount of \$1,101 from July 1, 2021 through June 30, 2022 as follows: **(Attachment F-13)**

Title I A	\$ 494,060
Title IIA	\$ 43,618
Total	\$ 537,678

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, formally approve cancellation stale checks/warrants from the Operating Account and Payroll Account with Valley National Bank as follows:

<u>Vendor</u>	<u>Account</u>	<u>Check Date</u>	<u>Check #</u>	<u>Amount</u>
Six Flags Great Adventure	Operating	5/16/19	12864	\$ 956.71
Yesenia-Lantigua, Jaquez	Operating	8/21/20	14258	\$ 30.00
Paul Parada	Operating	3/25/21	14609	\$ 52.97
Andrew Showers	Payroll	6/17/16	30747	\$ 136.25
Jessie Bernardo	Payroll	8/25/17	31247	\$ 11.61
Malden Camanda	Payroll	9/22/17	31290	\$ 28.16
Iris Pabon	Payroll	10/5/18	31635	\$ 289.92
Axa Equitable	Payroll	5/31/21	31819	\$ 7,319.15
Edward Ovadia	Payroll	3/6/20	32080	\$ 1,079.59
Tiana Santos	Payroll	5/1/20	32124	\$ 586.77
Tiana Santos	Payroll	9/18/20	32207	\$ 586.77

RECORD OF VOTE F-1 thru F-14

Moved by:		Seconded by:	
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil				
Caraballo, Wilfredo				
Davis, Adrienne				
Detore, Robert				
Garruto, Emil				
Pichardo, Wilson A.				
Souder, Calvin W.				
Strand, Tahira				
Zabala de Kelly, Zarala				
Total Votes				

POLICIES AND PROCEDURES

PP-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 suspension of Policy 931-Adoption of Policy that requires a first and second reading of policies to adopt the following policies and regulations:

Policy #	Regulation #	Policy/Regulation Name
2224.1 P	2224.1 R	Title IX – Sex Based Discrimination
3542.2 P	3542.2 R	School Meal Program Arrears
6140 P	6140 R	Curriculum Adoption

RECORD OF VOTE PP-1

Moved by:		Seconded by:	
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil				
Caraballo, Wilfredo				
Davis, Adrienne				
Detore, Robert				
Garruto, Emil				
Pichardo, Wilson A.				
Souder, Calvin W.				
Strand, Tahira				
Zabala de Kelly, Zarala				
Total Votes				

EDUCATION

- E-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 Elementary and Secondary Education Act (ESEA) foster care transportation procedure as follows:

Should Robert Treat Charter School Academy be required to transport a foster care student the Business Administrator/Board Secretary is authorized to make transportation arrangement with Essex Regional Education Services Commission or any approved transportation cooperatives.

RECORD OF VOTE E-1

Moved by:		Seconded by:	
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil				
Caraballo, Wilfredo				
Davis, Adrienne				
Detore, Robert				
Garruto, Emil				
Pichardo, Wilson A.				
Souder, Calvin W.				
Strand, Tahira				
Zabala de Kelly, Zarala				
Total Votes				

PERSONEL

- 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 approve the summer technology workers at a rate of \$32.00 per hour not to exceed 160 hours from July 1, 2021 through June 30, 2022 as follows:

Dennis Peguero and William Bush

- 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 approve salary adjustment for the 2021-22 school year as follows:

Employee	Current Salary 2021-22	Adjustment	Adjusted Salary 2021-22
Cynthia Cruz	\$ 50,954	\$ 16,546	\$ 67,500
Israel Hernandez	\$ 50,170	\$ 12,330	\$ 62,500
Rolando Hernandez	\$ 35.00 per hr.	\$ 2.00 per hr.	\$ 37.00 per hr.
Dolores Barbalaco	\$ 88,949	(\$ 1,449)	\$ 87,500

- 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 2021-22 school year as follows:

Employee	Position	Salary 2021-22
Xanthia Almodovar	Secretary	\$ 35,000
Alyssa Beade	Instructional Assistant	\$ 35,000
Danielle Bouie	Instructional Assistant	\$ 35,000
Sheila DeSouza	Instructional Assistant	\$ 40,000
Janette Calderon	Instructional Assistant	\$ 35,000
*Dounya Dorani	Instructional Assistant	\$ 35,000
Yakira J. Jackson	Instructional Assistant	\$ 35,000
*Daniel Lingad-Mobo	Instructional Assistant	\$ 35,000
Celestine McCormick	Instructional Assistant	\$ 35,000
Aaron Grundy	Instructional Assistant	\$ 35,000
Romel Vega	Custodian	\$ 32,000

*Indicates awaiting certification for salary increase to \$40,000

- 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 2021-22 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 approve staff transfers and salaries for the 2021-22 school year as follows:

Employee	Current Position	New Position	Salary 2021-22
Kristina Curtis	Instructional Assistant	Teacher 6 th Grade	\$ 50,000
Erin O'Dowd	Instructional Assistant	Teacher 3 rd Grade	\$ 50,000
Gabriela, Rey	Instructional Assistant	Teacher Kindergarten	\$ 50,000

- 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 approve stipends for the 2021-22 school year as follows:

Employee	Position	Stipend 2021-22
Stephanie Barbulescu	Coordinator-North	\$ 17,500
Suzanne Del Toro	Coordinator-Central	\$ 17,500
Evelyn Gilles	Coordinator-Before/After School	\$ 6,000
Stephanie Barbulescu	Basketball Coach	\$ 3,200
William Bush	Basketball Coach	\$ 3,200
Zachary Ontell	Basketball Coach	\$ 3,200
Denis Peguero	Basketball Coach	\$ 3,200

- P-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 Employee #90487, unpaid medical leave of absence with benefits, from July 29, 2021 through August 15, 2021 FMLA and NJFLA. Unpaid leave of absences with employer paid benefits from August 16, 2021 through September 7, 2021. **(Attachment P-7)**

RECORD OF VOTE P-1 thru P-7

Moved by:		Seconded by:	
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil				
Caraballo, Wilfredo				
Davis, Adrienne				
Detore, Robert				
Garruto, Emil				
Pichardo, Wilson A.				
Souder, Calvin W.				
Strand, Tahira				
Zabala de Kelly, Zarala				
Total Votes				

RESOLUTION OF THE BOARD OF TRUSTEES

Executive Meeting was read by _____.

The Board of Trustees of Robert Treat Academy will adjourn into a closed meeting to discuss the item(s) which falls within an exception of our open meetings policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. Personnel - employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into executive session. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the executive session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in executive session, have been adequately notified.

Motion _____, second _____ and voice vote to enter into executive session at _____ P.M

Motion _____, second _____ and voice vote to enter into regular session at _____ P.M

Be it resolved that on this date, **MAY 20, 2021**, 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.

RECORD OF VOTE ADJOURNMENT

Moved by:		Seconded by:	
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil				
Caraballo, Wilfredo				
Davis, Adrienne				
Detore, Robert				
Garruto, Emil				
Pichardo, Wilson A.				
Souder, Calvin W.				
Strand, Tahira				
Zabala de Kelly, Zarala				
Total Votes				