

**ROBERT TREAT ACADEMY
Charter School**

**REGULAR
MEETING OF
THE BOARD OF TRUSTEES
THURSDAY, FEBRUARY 15, 2024**



**Agenda &
Supporting Documents**

ROBERT TREAT ACADEMY CHARTER SCHOOL INC.

AGENDA

- I. CALL TO ORDER ____ pm AND PLEDGE OF ALLEGIANCE**

II. OPEN PUBLIC MEETINGS ACT

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 City Journal, and the Robert Treat Academy newsletter; by notifying the municipal clerk and by posting notice at the Academy.)

III. ROLL CALL

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

<u>Staff</u>	<u>Present</u>	<u>Absent</u>
Trillo, Marcelino, Principal\Charter Lead Administrator		
Parada, Paul, Principal		
Clark Robert, Business Administrator		
Jason, Tarella, Board Attorney		

IV. CORRESPONDENCE

V. PRINCIPAL'S REPORT

VI. PUBLIC COMMENT (AGENDA ITEMS ONLY)

VII. 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 Minutes of January 18, 2024**, as attached. **(Attachment M-1)**

VIII. 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, approve the school calendar for the 2024-25 school year. **(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, approve professional development as follows:

Name	Course	Dates	Location	Cost
Robert Clark	Environmental Stewardship, Code Compliance and Sustainability	2/19/24, 2/21/24, 2/26/24, 2/28/24, 3/4/24, 3/6/24, 3/11/24, 3/13/24	Virtual Rutgers University	\$ 760.00

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, approve the revised school calendar for the 2023-24 school year. **(Attachment BA-1)**

*Revised to reflect closure for two snow days

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, approve submission of letter requesting waiver to maximize SEMI participation for the 2024-25 School Year. **(Attachment BA-4)**

BA-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, formally approve the Bi-Annual HIB Report for 2023-24 school year. **(Attachment B-)**

IX. 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 January 19, 2024 through February 15, 2024 in the amount of \$367,311.87. **(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)**

January 5, 2024	\$ 307,730.95
January 19, 2024	<u>\$ 349,066.65</u>
Total	\$ 656,797.60

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 Preliminary Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending December 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 December 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 December, 2024. **(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 a contract with Business Environments, LLC for acoustic panels at the Jackie Robinson Campus in the amount of \$44,816.09 via TIPS Contract #230301.
- 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, accept the attached the Annual Comprehensive Financial Report and Auditor's Management Report of Administrative Findings, Financials, Compliance and Performance for year ending June 30, 2023. **(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 attached Corrective Action Plan for the Annual Comprehensive Financial Report and Auditor's Management Report of Administrative Findings, Financials, Compliance and Performance for year ending June 30, 2023. **(Attachment F-9)**
- 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, to approve the cancellation of the following stale/dated warrant from the Operating Account as follows:

<u>Check Date</u>	<u>Check #</u>	<u>Amount</u>
7/21/22	15614	\$2,800.00

X. POLICIES and PRODECURES

XI. EDUCATION

XII. 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, approve

resignations for the for the 2023-24 school year as follows:

Employee	Position	Resignation Date
Heidi Hanlon-Griffith	5 th Grade Teacher	3/7/24
Lydia Rodriguez	Secretary	7/1/24 - Retirement
Erin O'Dowd	3 rd Grade Teacher	2/16/24

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 Employee #90165, paid family leave of absence with benefits, from January 9, 2024 through February 6, 2024 FMLA and NJFLA.

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 Employee #90217, paid medical leave of absence with benefits, from March 7, 2024 through April 7, 2024 FMLA and NJFLA.

COMMENT (NON-AGENDA ITEMS)

XIII. EXECUTIVE SESSION

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.

XIV. ADJOURNMENT

Be it resolved that on this date **FEBRUARY 15, 2024**, 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.

PERSONNEL

- 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 a merit bonus for Qualitative Goal #2 to Marcelino Trillo, Principal/Charter School Lead Administrator of \$4,192.80 based upon his annual evaluation for the 2022-23 school year.
- 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 a merit bonus for Qualitative Goal #2 to Paul Parada, Principal of \$3,901.50 based upon his annual evaluation for the 2022-23 school year.