

ROBERT TREAT ACADEMY

Charter School

REGULAR MEETING OF THE BOARD OF TRUSTEES THURSDAY, NOVEMBER 19, 2020



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 approve Self Assessment for Anti-Bullying Bill of Rights Act 2019-20.
(Attachment BA-1)

Fiscal

F-1 Review of motion to approve the payment of Bills and Claims from the Operating Account dated October 16, 2020 through November 19, 2020 in the amount of \$ TBD.
(Attachment F-1)

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

October 2, 2020	\$ 223,433.59
October 16, 2020	\$ 219,114.05
October 30, 2020	<u>\$ 218,434.00</u>
Total	\$ 660,981.64

F-3 Review of motion to approves the Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending September 30, 2020 **(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 September 30, 2020 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 September 30, 2020.
(Attachment F-5)

F-6 Review of motion to dispose of 51 obsolete Apple Ipads. **(Attachment F-5)**

Policies and Procedures

PP-1 None

Education

E-1 None

Personnel

P-1 Review of motion to accept resignation of Ivette Toledo-Navarro, Secretary (Part-time) effective November 13, 2020. **(Attachment P-1)**

P-2 Review of motion to approve revision of maternity leave for Employee #90417 with a revised return date of December 21, 2020. **(Attachment P-2)**

P-3 Review of motion to approve NJFLA for Employee #90322 from November 4, 2020 through November 17, 2020. **(Attachment P-3)**

P-4 Review of motion to approve staff raises for 2020-21 school year and bonuses based upon 2019-20 performance. **(Attachment P-4)**

P-5 Review of motion to approve revision of maternity leave for Employee #90509 with a revised return date of January 4, 2020. **(Attachment P-2)**

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>
Aubato, 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 September 17, 2020 Board Meeting**, as attached. **(Attachment M-1)**

RECORD OF VOTE Resolution Minutes

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				

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 Self-Assessment for Anti-Bullying Bill of Rights Act 2019-20. (**Attachment BA-1**)

RECORD OF VOTE BA-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				

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 October 16, 2020 through November 19, 2020 in the amount of \$ TBD and further authorizes the Business Administrator/Board Secretary to makes payments to vendors prior to December 17, 2020 meeting due to Covid 19 closures. All payments will be presented at the December 17, 2020 meeting for approval. **(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:
- | | |
|------------------|----------------------|
| October 2, 2020 | \$ 223,433.59 |
| October 16, 2020 | \$ 219,114.05 |
| October 30, 2020 | <u>\$ 218,434.00</u> |
| Total | \$ 660,981.64 |
- 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 September 30, 2020. **(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 September 30, 2020 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 September 30, 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, approve the disposal/recycling of 51 obsolete Apple Ipad. **(Attachment F-6)**

RECORD OF VOTE F-1 thru F-6

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				

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, accept the resignation of Ivette Toledo-Navarro, Secretary (Part-time) effective November 13, 2020. **(Attachment P-1)**
- 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 Employee #90417, paid maternity leave of absence with benefits, using 33 personal illness days, from July 30, 2020 through September 29, 2020 NJFLA. Unpaid maternity leave of absence with benefits from, September October 25, 2020 through **December 21, 2020 (Revised)** under NJFLA. **(Attachment P-2)**

Revision to return date of employment

- 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, 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 #90322, paid parental leave of absence with benefits, using 9 personal illness days, from November 4, 2020 through November 17, 2020 NJFLA. **(Attachment P-3)**
- 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, 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 raises for 2020-21 school year and bonuses based upon 2019-20 performance **the raises for 2020-21 shall be combined with the bonuses based upon 2019-20 performance for a total bonus amount. (Attachment P-4 Revised)**
- 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, 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 #90509, paid maternity leave of absence with benefits, using 8 personal illness days, from October 2, 2020 through October 14, 2020 under NJFLA. Unpaid maternity leave of absence with benefits from, October 14, 2020 through **January 4, 2021 (Revised)** under NJFLA. **(Attachment P-5)**

Revision to return date of employment

RECORD OF VOTE P-1 thru P-5

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, AUGUST 20, 2020, 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

<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				