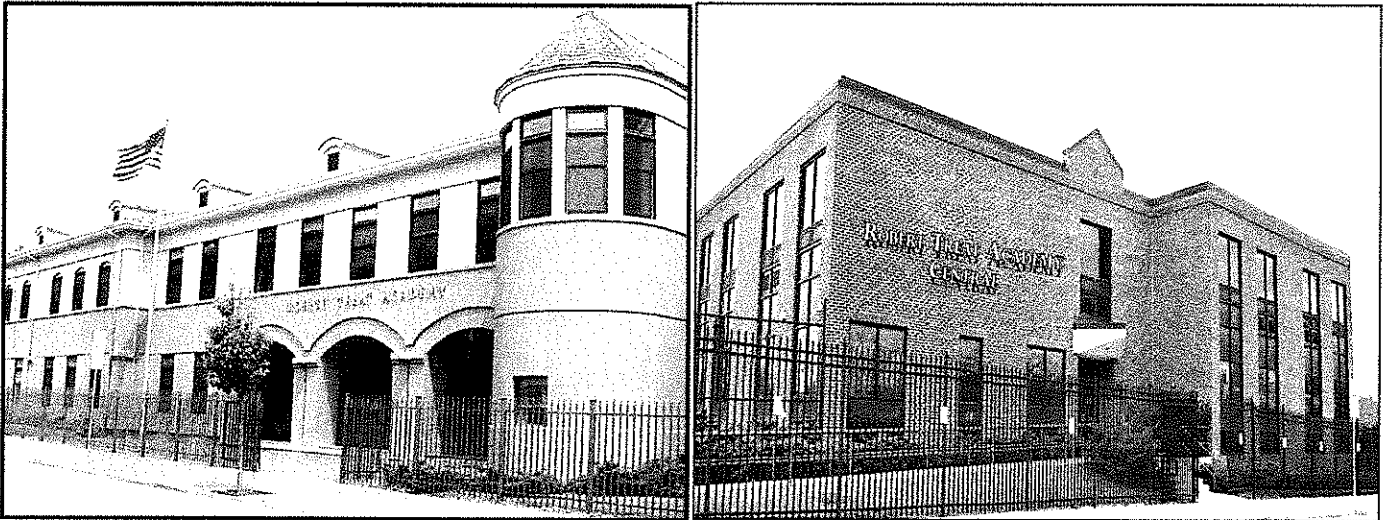


**ROBERT TREAT ACADEMY
Charter School**

**REGULAR
MEETING OF
THE BOARD OF TRUSTEES
THURSDAY, FEBRUARY 18, 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

No Resolutions

Fiscal

F-1 Review of motion to approve the payment of Bills and Claims from the Operating Account dated January 22, 2020 through February 18, 2021 in the amount of \$406,000.93. **(Attachment F-1)**

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

January 8, 2021	\$ 214,391.95
January 21, 2021	<u>\$ 221,296.25</u>
Total	\$ 435,688.30

F-3 Review of motion to approves the Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending December 31, 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 December 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 December 31, 2020. **(Attachment F-5)**

F-6 Review of and motion to approve submission of letter requesting waiver to maximize SEMI participation for the 2021-2022 School Year. **(Attachment F-6)**

- F-7** Review of and motion to accept the Comprehensive Annual Financial Report and Auditor's Management Report of Administrative Findings, Financials, Compliance and Performance for year ending June 30, 2020.
- F-8** Review of and motion to accept the Corrective Action Plan (CAP) for fiscal year ending June 30, 2020. **(Attachment F-8)**

Policies and Procedures

No Resolutions

Education

No Resolutions

Personnel

- P-1** Review of and motion to approve FLA and NJFLA for employee # 90465. **(Attachment P-1)**
- P-2** Review of and motion to approve medical leave paid and medical leave unpaid with benefits for #90509. **(Attachment P-1)**
- P-3** Review of and motion to accept retroactively resignation of Jessica Amador for involuntary ordinary disability retirement on August 1, 2020.
- P-4** Review of and motion to approve Ramona Williams as Interim Assistant to the Business Administrator from February 4, 2021 through June 30, 2021 at a rate of \$40.00 per hour.

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 January 21, 2021 Board Meeting and Executive Session**, 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 No Resolutions

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 January 22, 2021 through February 18, 2021 in the amount of \$406,000.93. **(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 8, 2021 | \$ 214,391.95 |
| January 21, 2021 | <u>\$ 221,296.25</u> |
| Total | \$ 435,688.30 |
- 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 December 31, 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 December 31, 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 December 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, approve submission of letter requesting waiver to maximize SEMI participation for the 2021-2022 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, accept the Comprehensive Annual Financial Report and Auditor's Management Report of Administrative Findings, Financials, Compliance and Performance for year ending June 30, 2020. **(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, accept the attached Corrective Action Plan for the Comprehensive Annual Financial Report and Auditor's Management Report of Administrative Findings, Financials, Compliance and Performance for year ending June 30, 2020. **(Attachment F-8)**

RECORD OF VOTE F-1 thru F-8

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 No Resolutions

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 No Resolutions

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 Employee #90509, paid medical leave of absence with benefits, using 27 sick days and 10 vacation days, from February 22, 2021 through April 21, 2021 FMLA and NJFLA. Unpaid leave of absences with benefits from April 22, 2021 through May 16, 2021 under NJFLA. **(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 #90509, paid medical leave of absence with benefits, using 8.5 sick days and 3 personal days, from February 11, 2021 through February 26, 2021. Unpaid leave of absences with benefits from February 27, 2021 through April 22, 2021. This employee has previously used all FMLA and NJFLA leave this employment year.
- 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 to accept retroactively resignation of Jessica Amador for involuntary ordinary disability retirement on August 1, 2020 and allow employee to maintain district provided health benefits until application for involuntary ordinary disability retirement is processed by New Jersey Division of Pensions.
- 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 retroactively approve Ramona Williams as Interim Assistant to the Business Administrator from February 4, 2021 through June 30, 2021 at a rate of \$40.00 per hour.

RECORD OF VOTE P-1 thru P-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				

**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, FEBRUARY 18, 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				