

ROBERT TREAT ACADEMY CHARTER SCHOOL INC.

MINUTES MARCH 24, 2024

Ms. Davis called the meeting to order at 5:33 pm and the Board cited the Pledge of Allegiance.

Mr. Clark 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 El Nuevo Coqui, 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>
Alagia, Phil	X	
Caraballo, Wilfredo	X	
Davis, Adrienne	X	
Detore, Robert		X
Vacant		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>
Bernardo, Lucy, Recording Secretary	X	
Clark Robert, Business Administrator	X	
Mr. Eveland, Board Attorney	X	
Parada, Paul, Vice Principal	X	
Trillo, Marcelino, Vice Principal	X	

Correspondence

There was no correspondence.

Principal's Report and Attachments

Mr. Trillo and Mr. Parada gave their Principal's Report.

Public Comment (Agenda Items Only)

There were no public comments.

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 February, 2022**, as attached. **(Attachment M-1)**

RECORD OF VOTE Resolution Minutes

Moved by:	Ms. Kelly	Seconded by:	Mr. Caraballo
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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, approve travel for the following staff members as follows:

Name	Event	Date	Registration Fee	Mileage	Misc.
Zackery Ontell	SHAPENJ Convention	2/15/22 & 2/16/22	\$199.00	NA	NA
*Cynthia Cruz	Boarding School Tour	4/24/22 – 4/26/22	NA	NA	Est. \$355.38

*Rental Car

- 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 NJSLA Training Manual and Test Security Plan for New Jersey State Assessment Program (Version 11). **(Attachment BA-2)**

RECORD OF VOTE B-1 thru B-2

Moved by:	Ms. Strand	Seconded by:	Mr. Caraballo
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil	X			
Caraballo, Wilfredo	X			
Davis, Adrianne	X			
Detore, Robert				X
Vacant				NA
Pichardo, Wilson A.				
Souder, Calvin W.				X
Strand, Tahira	X			
Zabala de Kelly, Zarala	X			
Total Votes	6	0	0	2

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 February 25, 2022 through March 24, 2022 in the amount of \$366,237.84. (**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**)

February 4, 2022	\$ 266,424.71
February 17, 2022	<u>\$ 277,932.21</u>
Total	\$ 544,356.92

- 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 January 31, 2022. (**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 January 31, 2022 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 January 31, 2022. (**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 Educational Data Services, 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, accept the Corrective Action Plan (CAP) required New Jersey Department of Agriculture, Division of Food & Nutrition for year ending June 30, 2021. (**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 Corrective Action Plan (CAP) required New Jersey Department of Agriculture, Division of Food & Nutrition for year ending June 30, 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, approve a Telecommunications and Installation Service Agreement with Data Network Solutions to provide internet services at a cost of \$4,400 per month from July 1, 2022 through June

30, 2025. The services are awarded through E-Rate procurement process and New Jersey Educational Services Commission Co-Op RFP #ESCNJ 17/18-45. **(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, approve a Professional Services Agreement with The Uncommon Thread for Child Study Team services per the attached agreement from March 11, 2022 through June 30, 2022. **(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, approve a Professional Services Agreement with Dr. L. Hanes & Associates for Child Study Team and Home Instruction Services per the attached agreement from March 11, 2022 through June 30, 2022. **(Attachment F-10)**

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 2022-23 budget as follows: **(Attachment F-12)**

General Fund (Fund 10)	\$ 11,329,784
Special Revenue Fund (Fund 20)	\$ 4,509,666
Total	\$ 15,843,050

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, accept the Charter and Renaissance School Project Emergent and Capital Maintenance Fund in the amount of \$56,769 effective March 1, 2022. **(Attachment F-13)**

RECORD OF VOTE F-1 thru F-13

Moved by:	Ms. Kelly	Seconded by:	Mr. Caraballo
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil	X			
Caraballo, Wilfredo	X			
Davis, Adrienne	X			
Detore, Robert				X
Vacant				NA
Pichardo, Wilson A.	X			
Souder, Calvin W.				X
Strand, Tahira	X			
Zabala de Kelly, Zarala	X			
Total Votes	6	0	0	2

Policies and Procedures

There were no resolutions

Education

There were no resolutions presented.

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, formally accept the resignation of Kaitlyn Livardo, 2nd Grade Teacher effective May 6, 2022. **(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, formally accept the resignation of Kristen Carbonaro, 2nd Grade Teacher effective May 1, 2022. **(Attachment P-2)**
- 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 #90376, paid leave of absence with benefits, from March 17, 2022 through April 14, 2022 FMLA and 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, formally approve employment for the 2021-22 school year as follows:

Employee	Position	Date of Hire	Salary 2021-22	Prorated Salary 2021-22
Rodney Lopez	Instructional Assistant	2/28/221	\$35,000	\$15,909
*Rodney Lopez	Before/After School & Saturday Instruction	10/14/21	\$45 & \$65 per hr.	NA
Harold Orozco	Instructional Assistant	1/3/22	\$35,000	\$14,318
*Harold Orozco	Before/After School & Saturday Instruction	1/3/22	\$45 & \$65 per hr.	NA

*Paid from ESSER II Grant

RECORD OF VOTE P-1 thru P-4

Moved by:	Mr. Aliaga	Seconded by:	Ms. Strand
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<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alagia, Phil				X
Caraballo, Wilfredo	X			
Davis, Adrienne	X			
Detore, Robert	X			
Vacant				NA
Pichardo, Wilson A.	X			
Souder, Calvin W.				X
Strand, Tahira	X			
Zabala de Kelly, Zarala	X			
Total Votes	6	0	0	2

Public Comment Period

There was no public comment.

Executive Session

Executive Meeting was read by Mr. Davis.

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
- X b. Individual privacy
- c. Collective bargaining agreements
- X 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
- X h. Attorney-client privilege
- i. Personnel - employment matters affecting a specific prospective or current employee

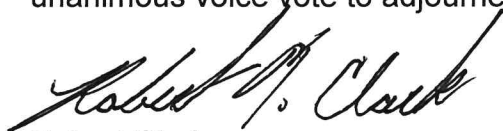
Be it resolved that the Board will now go into executive session. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the executive session will not be disclosed until the need for confidentiality no longer exists. All appropriate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

Motion Ms. Strand, second Ms. Zabala de Kelly and voice vote to enter into executive session at 6:07 P.M.

Motion Ms. Strand, second Ms. Zabala de Kelly and voice vote to enter into regular session at 6:23 P.M.

Adjournment

Be it resolved that on this date, March 24, 2022, 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 Ms. Davis and seconded by Mr. Pichardo with an unanimous voice vote to adjourned at 6:24 pm.

A handwritten signature in black ink, appearing to read "Robert Clark", written in a cursive style.

Robert Clark,
Buisness Administrator/Board Secretary