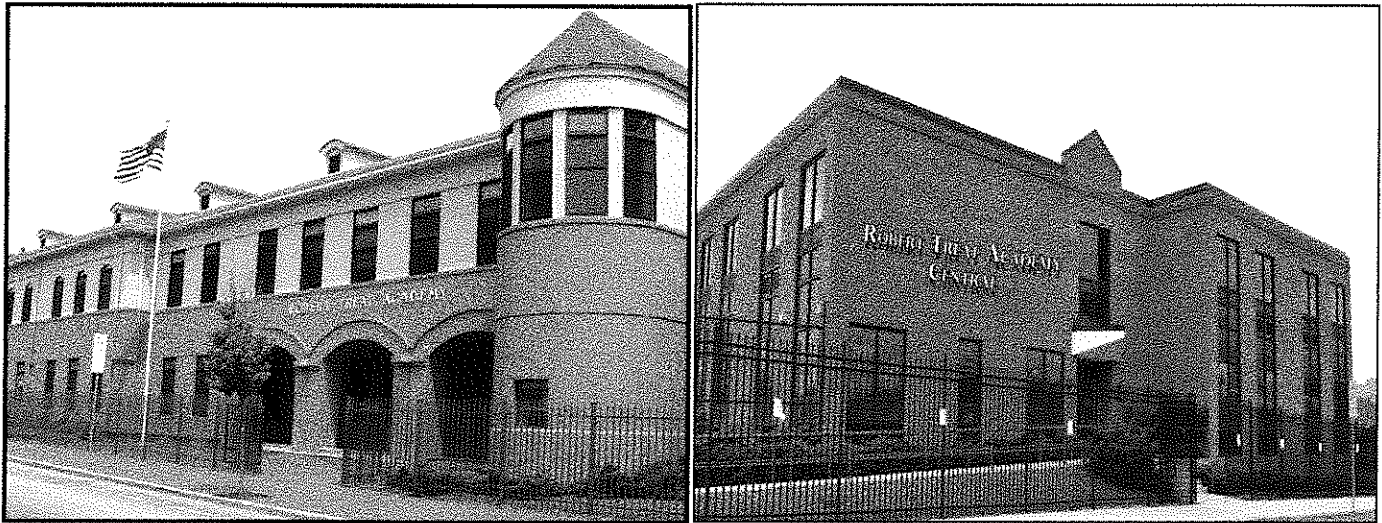


**ROBERT TREAT ACADEMY
Charter School**

**REGULAR
MEETING OF
THE BOARD OF TRUSTEES
THURSDAY, MARCH 25, 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 February 19, 2020 through March 18, 2021 in the amount of \$691,421.79. **(Attachment F-1)**

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

February 5, 2021	\$ 223,355.51
February 19, 2021	<u>\$ 220,613.72</u>
Total	\$ 443,969.23

F-3 Review of motion to approves the Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending January 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 January 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 January 31, 2021. **(Attachment F-5)**

F-6 Review of motion to approve purchase of 54 Chromebooks from Dell Marketing, Inc. via State Contract # 19-TELE-00656 for a purchase price of \$21,318.12. **(Attachment F-69)**

- F-7** Review of motion to approve 2021 General Sales Specification Agreement with Flynn O'Hara Uniforms. **(Attachment F-7)**
- F-8** Review of motion to approve the purchase and installation services for various Cisco Meraki products to SHI International; via State Contract M7- Data Communications Equipment for \$125,791.00 and 80% of project costs is reimbursable by Universal Services Administrative Company(USAC), pending USAC approval. **(Attachment F-8)**
- F-9** Review of and motion to approve the revised 2021-22 budget. **(Attachment F-9)**
- F-10** Review of and motion to approve the acceptance of the Elementary Secondary Education Act (ESEA) FY21 amended application from July 1, 2020 thru September 30, 2021 and staffing as follows: **(Attachment F-10)**
- | | |
|-----------|------------|
| Title IA | \$ 496,306 |
| Title IIA | \$ 71,229 |
| Total | \$ 567,537 |
- F-11** Review of and motion to approve contract with McCloskey Mechanical Contractors, Inc. for Boiler Inspection-Cleaning & Repair Services #HCEC-SER-19A and HVAC Services #HCEC-SER-12 A. **(Attachment F-11)**
- F-12** Review of and motion to approve contract with Slade Industries, Inc. for Elevator Maintenance Services via State Contract #19DPP00440. **(Attachment F-12)**

Policies and Procedures

No Resolutions

Education

No Resolutions

Personnel

- P-1** Review of and motion to approve mentoring stipend for Evelyn Gillis for 2019-20 school year. **(Attachment P-1)**
- P-2** Review of and motion to approve resignation of Theresa Adubato for purposes of retirement effective June 30, 2021. **(Attachment P-2)**
- P-3** Review of and motion to approve resignation of Stephanie Diaz effective April 16, 2021. **(Attachment P-3)**
- P-4** Review of and motion to approve FLA, NJFLA and unpaid leave of absence with benefits for employee #90365. **(Attachment P-4)**

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 February 18, 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 February 19, 2021 through March 18, 2021 in the amount of \$691,421.79. **(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 5, 2021	\$ 223,355.51
February 19, 2021	<u>\$ 220,613.72</u>
Total	\$ 443,969.23

- 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, 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 January 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 January 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 the purchase from Dell Marketing Inc. via State Contract # 19-TELE-00656 as follows: **(Attachment F-6)**

<u>Product</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Subtotal</u>
Chromebook 11 3100	\$ 369.51	54	\$ 19,953.54
Google Chrome OS Management	\$ 25.27	54	<u>\$ 1,364.58</u>
Total			\$ 21,318.82

Funding from New Jersey Children's Foundation

- 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 2021 General Sales Specification Agreement with Flynn O'Hara Uniforms. **(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, approve the purchase and installation services for various Cisco Meraki products to SHI International; via State Contract M7- Data Communications Equipment for \$125,791.00 and 80% of project costs is reimbursable by Universal Services Administrative Company(USAC), pending USAC approval. **(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, to approve 2021-22 budget as follows: **(Attachment F-9)**

General Fund (Fund 10)	\$ 10,524,590
Special Revenue Fund (Fund 20)	<u>\$ 2,309,824</u>
Total	\$ 12,834,414

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 acceptance of the Elementary Secondary Education Act (ESEA) FY21 amended application from July 1, 2020 thru September 30, 2021 as follows: **(Attachment F-10)**

Title IA	\$ 496,306
Title IIA	<u>\$ 71,231</u>
Total	\$ 567,537

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, to approve the awarding of contracts to McClosky Mechanical Contractors, Inc. retroactively from July 1, 2020 through July 31, 2021 as follows:

<u>Service</u>	<u>Contract #</u>	<u>Award</u>	<u>Not to Exceed</u>
HVAC Services	#HCESC-SER-12A	\$77 per Hr. 17% Parts Mark-up	\$50,000
Boiler Inspection- Cleaning & Repair Services	#HCESC-SER-19A	\$82.50 per hour 15% Parts Mark-up	\$75,000

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, to approve the awarding of contract to Slade Industries, Inc. via State Contract #19DPP00440 from April 1, 2021 through June 30, 2022 as follows:

<u>Service</u>	<u>Contract #</u>	<u>Award</u>	<u>Period</u>	<u>Not to Exceed</u>
Elevator Maintenance	State Contract	\$225 per Hr.	4/1/21 – 6/30/21	\$2,500
Elevator Maintenance	State Contract	\$233 per Hr.	7/1/21 – 6/30/22	\$10,000

RECORD OF VOTE F-1 thru F-12

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:	
-----------	--	--------------	--

<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 Evelyn Gilles payment of 2019-20 mentoring fees for Janet Mondragon and Alexa Gonzalez in the amount of \$1,550.
- 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 accept the resignation of Theresa Adubato for the purposes of retirement effective June 30, 2021. **(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 accept the resignation of Stephanie Diaz effective April 16, 2021. **(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 approve Employee #90365, paid medical leave of absence with benefits, using 40 sick days and 3 personal, from April 14, 2021 through June 14, 2021 FMLA and NJFLA. Unpaid leave of absences with benefits from June 15, 2021 through August 11, 2021 under NJFLA. Unpaid leave of absence with benefits from August 12, 2021 through August 27, 2021. **(Attachment P-4)**

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, MARCH 25, 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				