

ROBERT TREAT ACADEMY

Charter School

REGULAR MEETING OF THE BOARD OF TRUSTEES THURSDAY, JULY 16, 2020



Agenda & Supporting Documents

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

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 (**Attachment PR-1**) [Attachment to follow](#)

PR-2 High School Placement Report (**Attachment PR-2**)

Minutes

M-1 Review of and motion to approve minutes of previous meeting (**Attachment M-1**)

Board Affairs

BA-1 Review of and motion to approve Charter School Annual Report the 2019-2020 SY (**Attachment BA-1**)

BA-2 Review of and motion to approve the Reopening Plan (**Attachment BA-2**) [Attachment to follow](#)

BA-3 Review of and motion to approve HIB Bi-Annual Report for the 2019-2020 School Year (**Attachment BA-3**)

BA-4 Review of and motion to approve agreement with University of Chicago STEP Program for the 2020-2021 School Year (**Attachment BA-4**)

BA-5 Review of and motion to approve Conner Strong Insurance Broker 2020-21.

BA-6 Review of and motion to approve IMAC Agency Health Insurance Broker 2020-21.

BA-7 Review of and motion to approve changes to 2020-2021 School Calendar (**Attachment B-7**)

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

Fiscal

F-1 Review of and motion to approve the payment of Bills and Claims from the Operating Account dated June 19, 2020 through June 30, 2020 in the amount of \$94,091.72 and dated July 1, 2020 through July 16, 2020 in the amount of \$164,919.30.
(Attachment F-1)

F-2 Review of and motion to approve the payment of payrolls as follows:

June 12, 2020	\$ 228,306.26
June 26, 2020	<u>\$ 228,233.81</u>
Total	\$ 456,540.07

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

F-4 Review of and motion to approve approve the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of May 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 Review of and motion to approve budget transfers for the month of May 31, 2020.
(Attachement F-5)

F-6 Review of and motion to approve the acceptance of the Individual with Disabilities Act (IDEA) and IDEA Preschool FY21 application from July 1, 2020 thru September 30, 2021 as follows:
(Attachment F-6)

IDEA	\$ 151,097
IDEA Preschool	<u>\$ 2,688</u>
Total	\$ 153,785

F-7 Review of and motion to approve Resolution for Participation in Joint Transportation Agreements with Sussex County Regional Transportation Cooperative. **(Attachement F-7)**

F-8 Review of and motion to approve health benefit, prescription and dental renwal rates and commissions. **(Attachement F-8)**

F-9 Review of and motion to approve health benefits and prescription waiver stipends for 2020-21.

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

Policies and Procedures

NONE

Education

NONE

Personnel

P-1 Review of and motion to accept request for leave as follows: **(Attachment P-1)**

Employee #	Position / Campus	Effective Date
90509	Instructional Asst. / JRC	October 2, 2020

P-2 Review of and motion to approve Changes to Employment of the following staff:

Name	Prev. Position / Salary	New Position / Salary	Start Date
Joanna Bianco	Instructional Asst.	Teacher – 3 rd grade SNA / \$50,000.00	August 10, 2020

Executive Session (when applicable)

EX-1 Review of and motion to adjourn to and return from executive session

Public Comment Period

Adjournment _____ pm

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

**ROBERT TREAT ACADEMY
CHARTER SCHOOL, INC.
REGULAR
MEETING OF
THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

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>
Aduato, Theresa, Principal		
Bernardo, Lucy, Recording Secretary		
Clark Robert, Business Administrator		
Eveland, Scott, School Attorney		
Parada, Paul, Vice Principal		
Trillo, Marcelino, Vice Principal		

Attendance Recorded By

Lucy Bernardo

JULY 16, 2020

Date

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

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, formally accept the **minutes of the June 18, 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				

I, Lucy Bernardo, Recording Secretary certify that the above resolution was passed by a majority of a quorum of this Board of Trustees, as indicated above.

Vote Recorded By

Lucy Bernardo

JULY 16, 2020
Date

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

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, formally **approve the 2019-2020 Charter School Annual Report (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, formally **approve School Reopening Plan 2020-2021 (Attachment BA-2)**

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, formally **approve HIB Bi - Annual Report for the 2019-2020 School Year (Attachment BA-3)**

BA-4 Be it resolved that on this date, JULY 16, 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 approve agreement with **University of Chicago STEP Program for the 2020-2021 School Year (Attachment BA-4)**

BA-5 Be it resolved that on this date, JULY 16, 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 approve **Conner Strong & Buckelew of DRIAD 1828 Center, 2 Cooper Street, Camdem, NJ as the Insurance Broker for the 2020-21 school year and fees per the New Jersey School Insurance Group schedule.**

BA-6 Be it resolved that on this date, JULY 16, 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 approve **IMAC Insurance Agency of 540 Mill Street, Bellville, NJ as the Health Insurance Broker for the 2020-21 school year and fees per the Horizon Agreements**

BA-7 Be it resolved that on this date, JULY 16, 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 approve **Revised 2020-2021 School Calendar (Attachment B-7)**

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

RECORD OF VOTE BA-1 thru BA-7

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				

I, Lucy Bernardo, Recording Secretary certify that the above resolution was passed by a majority of a quorum of this Board of Trustees, as indicated above.

Vote Recorded By

Lucy Bernardo

JULY 16, 2020
Dated

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

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, formally approve the payment of Bills and Claims from the Operating Account dated June 19, 2020 through June 30, 2020 in the amount of \$94,091.72 and dated July 1, 2020 through July 16, 2020 in the amount of \$164,919.30. **(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, formally approve the payment of payrolls as follows:

June 12, 2020	\$ 228,306.26
June 26, 2020	<u>\$ 228,233.81</u>
Total	\$ 456,540.07

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, formally approve the Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending May 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, formally approve the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of May 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, formally approve the attached budget transfers for the month of May 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, formally approve the acceptance of the Individual with Disabilities Act (IDEA) and IDEA Preschool FY21 application from July 1, 2020 thru September 30, 2021 as follows: **(Attachment F-6)**

IDEA	\$ 151,097
IDEA Preschool	<u>\$ 2,688</u>
Total	\$ 153,785

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, formally approve the attached resolution with Sussex County Regional Transportation Cooperative for coordinated transportation services for the 2020-21 school year. **(Attachment F-7)**

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

- 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, formally approve the renewal rates and commissions (IMAC Agency) for health benefits, prescription and dental effective August 1, 2020 through July 31, 2021. **(Attachment F-8)**

OMNIA Design 10

	<u>Current Rate</u>	<u>Renewal Rate</u>
Single	\$ 382.59	\$ 409.37
2 Adults	\$1,606.41	\$ 1,718.86
Family	\$2,210.19	\$ 2,364.90
P&C	\$1,105.98	\$ 1,183.40

*Broker Commission \$29,575

Prescription

	<u>Current Rate</u>	<u>Renewal Rate</u>
Single	\$176.28	\$188.62
2 Adults	\$397.50	\$425.33
Family	\$536.96	\$574.55
P&C	\$284.36	\$304.27

*Broker Commission \$6,258

Dental

	<u>Current Rate</u>	<u>Renewal Rate</u>
Single	\$52.56	\$52.56
2 Adults	\$107.34	\$107.34
Family	\$212.44	\$212.44
P&C	\$129.34	\$129.34

*10% for the first \$5,000, 4.00% of the next \$95,000 and 2.00% thereafter

- 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, formally approve the following rates for wavier of health benefits and prescription coverage effective August 1, 2020 through July 31, 2021.

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

RECORD OF VOTE F-1 thru F-9

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				

I, Lucy Bernardo, Recording Secretary certify that the above resolution was passed by a majority of a quorum of this Board of Trustees, as indicated above.

Vote Recorded By

Lucy Bernardo

JULY 20, 2020

Dated

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

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 approve **Leave as follows: (Attachment P-1)**

Employee #	Position / Campus	Effective Date
90509	Instructional Asst. / JRC	October 2, 2020

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 approve **changes to employment as follows:**

Name	Prev. Position / Salary	New Position / Salary	Start Date
Joanna Bianco	Instructional Asst.	Teacher – 3 rd grade SNA / \$50,000.00	August 10, 2020

RECORD OF VOTE P-1 thru P-2

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				

I, Lucy Bernardo, Recording Secretary certify that the above resolution was passed by a majority of a quorum of this Board of Trustees, as indicated above.

Vote Recorded By

Lucy Bernardo

JULY 16, 2020
Dated

**ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JULY 16, 2020**

**RESOLUTION OF THE
BOARD OF TRUSTEES**

Be it resolved that on this date, JULY 16, 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 to / return from **executive session** for the purpose of discussing matters relating to students or personnel.

RECORD OF VOTE

Adjournment

Moved by:	
Seconded by:	

Return

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				

I, Lucy Bernardo, Recording Secretary certify that the above resolution was passed by a majority of a quorum of this Board of Trustees, as indicated above.

Vote Recorded By

Lucy Bernardo

JULY 16, 2020
Dated