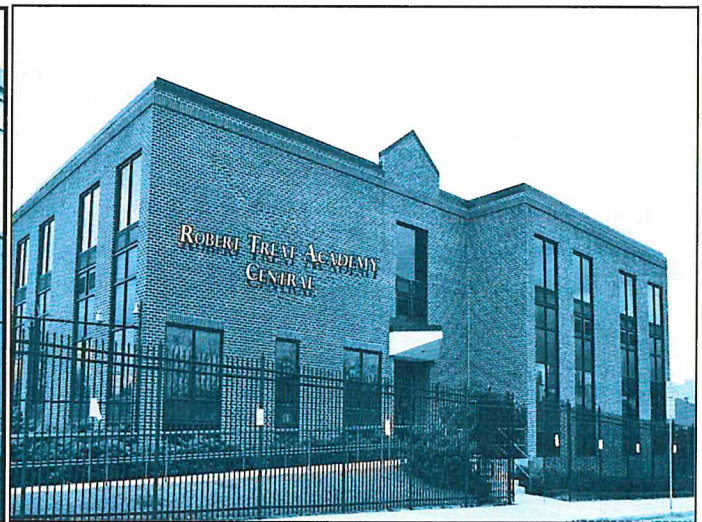


# **ROBERT TREAT ACADEMY**

## **Charter School**

### **REGULAR MEETING OF THE BOARD OF TRUSTEES THURSDAY, SEPTEMBER 17, 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 and motion to approve the Paraprofessional Statement of Assurance  
**(Attachment BA-1)**

**BA-2** Review of and motion to approve the 2019-2020 CSA Evaluation

**BA-3** Review of and motion to approve the 2019-2020 SBA Evaluation

**BA-4** Review of and motion to approve the 2020-2021 SBA Contract **(Attachment BA-4)**

### **Fiscal**

**F-1** Review of and motion to approve the payment of Bills and Claims from the Operating Account dated August 21, 2020 through September 17, 2020 in the amount of \$399,138.28.  
**(Attachment F-1)**

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

August 7, 2020	\$ 226,183.61
August 21, 2020	<u>\$ 210,870.24</u>
Total	\$ 437,053.85

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

- F-4** Review of and motion to approve the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of July 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 July 31, 2020. **(Attachment F-5)**
- F-6** Review of and motion to accept the Digital Divide FY21 grant application in the amount of \$46,912 from August 1, 2020 thru September 30, 2022. **(Attachment F-6)**
- F-7** Review of and motion to approve continuation of Promissory Note with The North Ward Center **(Attachment F-7)**
- F-8** Review of and motion to approve agreement with DocuSign Inc. **(Attachment F-8)**
- F-9** Review of and motion to approve Statement of Work #3 with The Princeton Review. **(Attachment F-9)**
- F-10** Review of and motion to approve purchases from Curriculum Associates “i-Ready” for services and workbooks. **(Attachment F-10)**
- F-11** Review of and motion to approve information sharing agreement and addendum to information sharing agreement with Curriculum Associates “iReady”. **(Attachment F-11)**

### **Policies and Procedures**

- PP-1** Review of and motion to approve the following policies: **(Attachment PP-1)**

<b>Policy #</b>	<b>Policy Name</b>	<b>Mandated / Critical</b>	<b>Approval Type</b>
6173.1	Remote Learning	Mandated	Second Read

### **Education**

**E-1** NONE

### **Personnel**

**P-1** NONE

### **Executive Session (if necessary)**

Review of and motion to adjourn to and return from executive session

### **Public Comment Period**

**Adjournment** \_\_\_\_\_ pm

### **ATTENDANCE**

<b><u>Board Members</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Alagia, Phil		
Caraballo, Wilfredo		
Davis, Adrienne		
Detore, Robert		
Garruto, Emil		
Pichardo, Wilson A.		
Souder, Calvin W. Esq.		
Strand, Tahira		
Zabala de Kelly, Zarala		

<b><u>Staff</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
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 August 20, 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 the Paraprofessional Statement of Assurance due September, 2020. **(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, approve the CSA Evaluation for the 2019-2020 SY. Per the NJDOE, all tenured administrators will receive the same rating as the 2018-2019 SY.
- 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, approve the SBA Evaluation for the 2019-2020 SY.
- BA-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 2020-2021 SBA Contract. **(Attachment BA-4)**

### **RECORD OF VOTE BA-1 thru BA-4**

Moved by:		Seconded by:	
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<u><b>Board Member</b></u>	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstain</b></u>	<u><b>Absent</b></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 August 21, 2020 through September 17, 2020 in the amount of \$399,138.28. **(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:

August 7, 2020	\$ 226,183.61
August 21, 2020	<u>\$ 210,870.24</u>
Total	\$ 437,053.85

**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 July 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 July 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 June 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, accept the Digital Divide FY21 grant application in the amount of \$46,912 from August 1, 2020 thru September 30, 2022. **(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, approve renewal of Promissory Note with The North Ward Center in the amount of \$500,000 expiring 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, approve agreement with DocuSign, Inc. in the amount of \$3,300 from August 28, 2020 through August 27, 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 Statement of Work #3 with The Princeton Review in the amount of \$7,200 from September 1, 2020 through August 31, 2021. **(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 purchases from Curriculum Associates “i-Ready” for services and workbooks in the amount of \$51,162.79 for the following: **(Attachment F-10)**

i-Ready	\$ 20,600.00
Toolbox	\$ 3,230.00
Ready Products	\$ 22,223.25
Shipping	\$ 609.54
Professional Dev.	\$ 4,500.00
Total	\$ 51,162.79

**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 information sharing agreement and addendum to information sharing agreement with Curriculum Associates “iReady”. **(Attachment F-11)**

### RECORD OF VOTE F-1 thru F-11

Moved by:		Seconded by:	
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<b><u>Board Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
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** 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 policy 6173.1 as listed below: **(Attachment PP-1)**

<b>Policy #</b>	<b>Policy Name</b>	<b>Mandated / Critical</b>	<b>Approval Type</b>
6173.1	Remote Learning	Mandated	Second Read

### RECORD OF VOTE PP-1

Moved by:		Seconded by:	
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<b><u>Board Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
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

<b><u>Board Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
Alagia, Phil				
Caraballo, Wilfredo				
Davis, Adrienne				
Detore, Robert				
Garruto, Emil				
Pichardo, Wilson A.				
Souder, Calvin W.				
Strand, Tahira				
Zabala de Kelly, Zarala				
Total Votes				