

ROBERT TREAT ACADEMY CHARTER SCHOOL INC.

MINUTES AUGUST 18, 2022

Ms. Detore called the meeting to order at 5:34 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	
Ms. Jaclyn D'Arminio	X	
Parada, Paul, Vice Principal	X	
Trillo, Marcelino, Vice Principal	X	

Correspondence

There was no correspondence.

Principal's Report and Attachments

Mr. Trillo gave their Principal's Report.

Public Comment (Agenda Items Only)

There was no public comment.

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 and Executive Session Minutes of July 21, 2022. (Attachment M-1)**

RECORD OF VOTE Resolution Minutes

Moved by:	Mr. Caraballo	Seconded by:	Ms. Zabala de Kelly
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Motion carried in an unanimous voice vote with Ms. Davis abstaining.

Board Affairs

There were no resolutions.

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 July 22, 2022 through August 22, 2022 in the amount of \$421,729.68. **(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)**

July 8, 2022	\$ 244,681.63
June 22, 2022	<u>\$ 231,651.65</u>
Total	\$ 476,333.28

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 Preliminary Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending June 30, 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 June 30, 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 June 30, 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, 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 2022-23 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, approve Delivery Service Agreements with Maschios, Trucking LLC for the 2022-23 school year. **(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 Home Instruction Services Agreement with the Essex Regional Educational Services Commission at a rate of \$57.75 per hour the 2022-23 school year. **(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 Paraprofessional – Part Time Agreement with the Essex Regional Educational Services Commission at a rate of \$29.99 per hour the 2022-23 school year. **(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 authorize the Business Administrator/Board Secretary to pay year end bills for 2021-22 school year and report at the next regular meeting.

RECORD OF VOTE F-1 thru F-10

Moved by:	Ms. Zabala de 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	5	0	0	3

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, approved first reading of the following policies:

<u>Policy Name</u>	<u>Policy File Code</u>
School Meal Programs Arrears	3542.2
Assignment; Transfer	4213/4214
Employee Substance Abuse	4219.23

RECORD OF VOTE PP-1

Moved by:	Mr. Pichardo	Seconded by:	Ms. Davis
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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	5	0	0	3

Education

There were no resolutions.

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, accept the resignation of Joanna Bianco, English Language Arts Teacher effective August 1, 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, accept the resignation of Joshua Perez, Custodian effective August 17, 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, accept the resignation of Celestine McCormick, Instructional Assistant effective August 22, 2022. **(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 an employment contract for Theresa Adubato, to serve as Interim Supervisor of Curriculum/Instruction, part-time, not to exceed 25 hours per week, at \$80.00 per hour, for the period August 16, 2022 through June 30, 2023, total hours for the term of the contract not to exceed 25 hours per week and 1000 hours in total, total cost for the term of the contract not to exceed \$80,000.00. **(Attachment P-4)**

P-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 employment for the 2022-23 school year as follows:

Employee	Position	Salary 2022-23	Start Date	Pro-rated Salary 2022-23
Micah Rivas	Instructional Assistant	\$ 35,000	7/28/22	NA
*Micah Rivas	Saturday & Before/After Care	\$ 45.00 /\$65.00 hr.	7/28/22	NA
Mary Stevens	Instructional Assistant	\$ 35,000	7/28/22	NA
*Mary Stevens	Saturday & Before/After Care	\$ 45.00 /\$65.00 hr.	7/28/22	NA
Joyce Quintana	Instructional Assistant	\$ 35,000	8/15/22	\$ 33,304
*Joyce Quintana	Saturday & Before/After Care	\$45.00 /\$65.00 hr.	8/15/22	NA
Alyssa Beade	Instructional Assistant	\$ 35,0000	8/15/22	\$ 33,304
*Alyssa Beade	Instructional Assistant	\$45.00 /\$65.00 hr.	8/15/22	NA

*Saturday & Before/After Care paid by ESSER II and ESSER III 20-483-100-100-0096 or 20-487-100-100-000-096

P-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 following salary corrections for 2022-23.

Employee	Position	Salary 2022-23	Stipend	Total Salary 2022-23
Jonathan Gutierrez	Technology Coordinator	\$ 105,060	NA	\$ 105,060
Suzanne Del Toro	Supervisor	\$ 88,306	\$ 17,500	\$ 105,306
Rolando Hernandez	Security	\$ 60,000	NA	\$ 60,000

RECORD OF VOTE P-1 thru P-6

Moved by:	Ms. Zabala de Kelly	Seconded by:	Mr. Pichardo
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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	5	0	0	3

Public Comment Period

There was no public comment.

Executive Session

There was no Executive Session.

Addendum August 18, 2022

FISCAL

- 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 contract with Slade Industries, Inc. for monthly elevator service for \$240 per elevator on a monthly basis for the 2022-23 school year. **(Attachment F-11)**

EDUCATION

- E-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 class trip for 5th grade to Turtle Back Zoo on August 23, 3022.

PERSONNEL

- P-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 employment for the 2022-23 school year as follows:

Employee	Position	Salary 2022-23	Start Date	Pro-rated Salary 2022-23
Tyola Hughes	Instructional Assistant	\$ 35,000	8/22/22	\$32,550
*Tyola Hughes	Saturday & Before/After Care	\$ 45.00 /\$65.00 hr.	8/22/22	NA
Stephanie Perez	Instructional Assistant	\$ 35,000	8/22/22	\$32,550
*Stephanie Perez	Saturday & Before/After Care	\$ 45.00 /\$65.00 hr.	8/22/22	NA

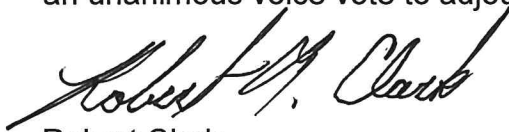
RECORD OF VOTE F-11, E-1 and P-7

Moved by:	Ms. Zabala de Kelly	Seconded by:	Mr. Pichardo
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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	5	0	0	3

Adjournment

Be it resolved that on this date, August 18, 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. Zabala de Kelly and seconded by Mr. Caraballo with an unanimous voice vote to adjourned at 5:52 pm.



Robert Clark,
Buisness Administrator/Board Secretary