

**ROBERT TREAT ACADEMY  
CHARTER SCHOOL, INC.  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
NOVEMBER 21, 2019**

**MINUTES**

Meeting called to order at 5:35 p.m.

**Attendance and Statement of Compliance**

Confirmation that proper advertising of the Academy's Board Meeting, as required by the Open Public Meetings Act, was made through the Star Ledger, El Coqui, the Treatonian (school newsletter), by posting notice at the Academy, and by notifying the municipal and county clerks. Attendance was taken and is reflected below.

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

<b><u>Staff</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Adubato, Theresa - Principal	X	
Bernardo, Lucy – Rec. Sec.	X	
Eveland, Scott – School Attny	X	
Parada, Paul, V. Principal	X	
Trillo, Marcelino, V. Principal	X	
Clark, Robert - B.A.	X	

**Board Affairs**

- RESOLUTION #11-21-19-1 - Minutes of the September 18, 2019 Meeting  
[Moved by: Ms. Davis; Seconded by: Ms. Strand] Approved by all members present
- RESOLUTION #11-21-19-2 – Annual revision and update of the School Safety Plan  
[Moved by: Ms. Davis; Seconded by: Ms. Strand] Approved by all members present
- RESOLUTION #11-21-19-3 – Coach Stipend for 2019-2020  
[Moved by: Ms. Davis; Seconded by: Ms. Strand] Approved by all members present
- RESOLUTION #11-21-19-4 – Bonus Schedule for non-certificated staff  
[Moved by: Ms. Davis; Seconded by: Ms. Strand] Approved by all members present
- RESOLUTION #11-21-19-5 – Donation of 20 sick days from Theresa Adubato to ID#5011  
[Moved by: Ms. Davis; Seconded by: Ms. Strand] Approved by all members present

**Fiscal**

- RESOLUTION #11-21-19-9 – Payment of Bills and Claims from the Operating Account dated October 25, 2019 through December 17, 2019 in the amount of \$395,288.00.  
[Moved by: Ms. Strand; Seconded by: Mr. Caraballo] Approved unanimously
- RESOLUTION #11-21-19-10 – Budget Transfers for the month ending August 31, 2019  
[Moved by: Ms. Strand; Seconded by: Mr. Caraballo] Approved unanimously
- RESOLUTION #11-21-19-11 – Board Secretary's (A148) Report and Treasurer's (A149) Report for the month ending August 31, 2019.  
[Moved by: Ms. Strand; Seconded by: Mr. Caraballo] Approved unanimously
- RESOLUTION #11-21-19-12 - Certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of August 31, 2019 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).  
[Moved by: Ms. Strand; Seconded by: Mr. Caraballo] Approved unanimously
- RESOLUTION #11-21-19-13 – approve the payment of \$ 1,955,746.29 payrolls as follows:

July 12, 2019	\$ 224,976.12
July 26, 2019	\$ 232,083.71
August 9, 2019	\$ 237,849.26
August 23, 2019	\$ 247,398.07
September 6, 2019	\$ 234,229.46
September 20, 2019	\$ 254,220.54
October 4, 2019	\$ 263,645.57
October 18, 2019	\$ 261,333.56
Total	\$ 1,955,736.29

  
[Moved by: Ms. Strand; Seconded by: Mr. Caraballo] Approved unanimously

RESOLUTION #11-21-19-14 - opening of two bank accounts with Valley National Bank as follows:

Payroll Agency (Two signatures are required)

Signers: Business Administrator/Board Secretary  
Board President

Student Activities (Two signatures are required and \* denotes required signature)

Signers: \*Business Administrator/Board Secretary  
Principal  
Vice Principal, Robert Treat Academy North  
Vice Principal, Robert Treat Academy Central

Two signatures are required and \* denotes required signature

[Moved by: Ms. Strand; Seconded by: Mr. Caraballo] Approved unanimously

**Fiscal (continued)**

- RESOLUTION #11-21-19-15 - purchase from Dell Marketing Inc. via State Contract # 19-TELE-00656 as follows:

Product	Unit Price	Quantity	Subtotal
Chrome Education	\$ 25.27	110	\$ 2,779.70
Dell Latitude	\$ 623.22	7	\$ 4,362.54
Chromebook 14 3400	\$ 336.75	110	\$ 37,042.50
Total			\$ 44,184.74

Be it further resolved that, a four year lease purchase be authorized with Dell Financial Services in the amount of \$44,184.74 at 0% interest.

[Moved by: Ms. Strand; Seconded by: Ms. Caraballo]

As per the Board's request Mr. Clark our Business Administrator will make a presentation on the new format of the Fiscal Reports.

**Education**

- Principal Theresa Adubato presented the Principal's Report to the Board of Trustees

**Personnel**

- RESOLUTION #11-21-19-16 – Employment of the following staff members:

Name	Position / Campus	Salary	Start Date
Chibhuzo Amakwe	Occ. Therapist	\$60.00/hour	November 19, 2019

[Moved by: Ms. Davis; seconded by: Mr. Alagia] Approved by all members present

- RESOLUTION #11-21-19-17 – Changes to Employment

Name	Position/Campus	Prev. Salary	New Salary	Effective Date
Edward Ovadia	Inst. Assistant	\$35,000.00	\$40,000.00	November 11, 2019
Maria Matute	Secretary	\$33,122.00	\$35,000.00	November 21, 2019

[Moved by: Ms. Davis; Seconded by: Mr. Alagia] Approved by all members present

- RESOLUTION #11-21-19-18 – Resignations

Name	Position / Campus	Reason	Effective Date
Jessica Soto	Instr. Assistant	Resignation	November 15, 2019

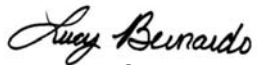
[Moved by: Ms. Davis; Seconded by: Mr. Pichardo] Approved by all members present

**Executive Session**

- RESOLUTION #11-21-19-EX – For discussion of Personnel Matters  
Adjournment: Moved by: Ms. Davis; Seconded by: Mr. Pichardo  
Return: Moved by: Ms. Davis; Seconded by: Mr. Caraballo

**Public Comment Period**

No member of the public was present.  
The meeting adjourned at 6:25 pm



Respectfully submitted by:  
Lucy Bernardo, Recording Secretary  
November 21, 2019