

David Block, Business Administrator

65 West Demarest Ave
Englewood, New Jersey 07631

Phone: 201-569-9765
Fax: 201-568-9576

WEDNESDAY, JANUARY 18, 2023
7:00 P.M. REGULAR MEETING MINUTES

CALL TO ORDER BY PRESIDENT: 7:17pm

This meeting is being held in compliance with the provisions of Chapter 231, Public Law 1975 known as the "Open Public Meeting Act". Notice of this Meeting was furnished to the Bergen County Record and posted upon the front door of the Englewood on the Palisades Charter School and/or the Bulletin Board located on the first floor of the school. There will be NO smoking during the public meeting. The exits are marked for emergency purposes.

ROLL CALL P Travis Waller, President P Aree Booker, Vice-President
 P Glenn Coley P Judy Khan
 P Felise Matlock

 P Dana Clark, Acting Principal P David Block, SBA/BS

Flag Salute

Open Public Comment:

Teacher Comment:

OLD BUSINESS:

NEW BUSINESS:

Ms. Clark - Update

Ms. Clark began by speaking about different activities and events that have been happening throughout the school over the past couple of months. Ms. Clark then reviewed the most recent I-Ready scores, and laid out the administrations plan for helping more students succeed academically.

Mr. David P. Block Update – Business Office / Facilities

Mr. Block began by speaking about the ongoing financial audit, estimating that the audit will be complete by Mid-February. Mr. Block then walked the Board of Trustees through Annual Charter School Fiscal Questionnaire, as well as each of the other agenda items.

INSTRUCTIONAL REPORT: Enrollment Report (Attachment #1)

RECOMMENDATIONS OF THE PRINCIPAL / HEAD OF SCHOOL:

A. Approval of Minutes

B1. BE IT HEREBY RESOLVED BY THE ENGLEWOOD ON THE PALISADES BOARD OF TRUSTEES to accept the minutes of the following Board of Trustees Meeting; Regular Meeting for November 16, 2022 (**Attachment #2**):

Motion F. Matlock

Second J. Khan

Roll Call:

Y Travis Waller

Y Aree Booker

Y Glenn Coley

Y Judy Khan

Y Felise Matlock

B. Personnel

B1. RESOLUTION TO APPROVE ADMINISTRATION FOR AFTER SCHOOL PROGRAMS

Motion by F. Matlock, Seconded by J. Khan, on recommendation of the Acting Principal to retroactively approve the following after school programs administrative coverage at a rate of \$100 per day:

Frank LeRose

Sara Welish

Roll Call:

Y Travis Waller

Y Aree Booker

Y Glenn Coley

Y Judy Khan

Y Felise Matlock

B2. RESOLUTION TO APPROVE STAFF FOR AFTER SCHOOL TUTORING PROGRAM

Motion by F. Matlock, Seconded by J. Khan, on recommendation of the Acting Principal to approve the following after school tutoring program staff at a rate of \$80 per hour:

Mrs. House

Mr. Arteficio

Mrs. Roncero

Ms. Welish

Mrs. Loscalzo

Ms. White

Mr. Graham

Ms. Hartmann

Ms. Papania

Mrs. Oliveira

Ms. Bell

Ms. Baraty

Mr. Rivera

Ms. Cruz

Mrs. Colaku

Roll Call:

Y Travis Waller

Y Aree Booker

Y Glenn Coley

Y Judy Khan

Y Felise Matlock

B3. RESOLUTION TO APPROVE THE HIRING OF MR. MICHAEL PHILLIPS, MUSIC TEACHER, EFFECTIVE FEBRUARY 27th, 2023

Motion by F. Matlock, Seconded by J. Khan, on recommendation of the Acting Principal to approve Michael Phillips as Music Teacher, at Salary Guide Step 6, \$65,549 per year, effective February 27, 2023. (**Attachment #3**)

Roll Call:

Y Travis Waller Y Aree Booker Y Glenn Coley
 Y Judy Khan Y Felise Matlock

C. Instructional and Additional Reports:

C1. RESOLUTION TO ACCEPT THE UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN LAW ENFORCEMENT OFFICIALS AND ENGLEWOOD ON THE PALISADES CHARTER SCHOOL

Motion by F. Matlock, Seconded by J. Khan, on recommendation of the Acting Principal to accept the Uniform State Memorandum of Agreement between the Law Enforcement Officials and Englewood on the Palisades Charter School as approved by the Executive County Superintendent of Schools and the County Prosecutor for the 2022-2023 school year.

Roll Call:

Y Travis Waller Y Aree Booker Y Glenn Coley
 Y Judy Khan Y Felise Matlock

C2. RESOLUTION TO ENTER INTO CONTRACT WITH THE YOUNG DEBATERS PROGRAM FOR THE WINTER AND SPRING OF 2023

Motion by F. Matlock, Seconded by J. Khan, on recommendation of the Acting Principal to accept the proposal to enter into contract with the Young Debaters Program for the winter and spring of 2023 at a cost of \$6,500. (**Attachment #4**)

Roll Call:

Y Travis Waller Y Aree Booker Y Glenn Coley
 Y Judy Khan Y Felise Matlock

D. Financial

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by F. Matlock, Seconded by J. Khan, BE IT HEREBY RESOLVED BY THE ENGLEWOOD ON THE PALISADES BOARD OF TRUSTEES, to approve the following (**Attachment #5**)

Bill’s List for FY23
Board Secretary’s Report for December 31, 2022

Roll Call:

Y Travis Waller Y Aree Booker Y Glenn Coley
 Y Judy Khan Y Felise Matlock

D2. RESOLUTION TO APPROVE 2022-2023 ANNUAL CHARTER SCHOOL FISCAL QUESTIONNAIRE

Motion by F. Matlock, Seconded by J. Khan, on recommendation of the School Business Administrator to approve the 2022-2023 Annual Charter School Fiscal Questionnaire as attached (**Attachment #6**):

Roll Call:

Y Travis Waller Y Aree Booker Y Glenn Coley
 Y Judy Khan Y Felise Matlock

E. Walk-On Items

E1. RESOLUTION TO APPROVE MS. DANA CLARK AS SCHOOL PRINCIPAL / LEAD PERSON

Motion by J. Khan, Seconded by F. Matlock, on recommendation of the Board President to approve Ms. Dana Clark as School Principal / Lead Person, effective January 19, 2023.

Roll Call:

Y Travis Waller Y Aree Booker Y Glenn Coley
 Y Judy Khan Y Felise Matlock

E2. RESOLUTION TO APPROVE 2022-2023 SALARY ADJUSTMENTS

Motion by J. Khan, Seconded by F. Matlock, on recommendation of the Board President to approve salary adjustments for Ms. Dana Clark, School Principal / Lead Person, to the salary of \$150,000, and Mr. David Block, School Business Administrator, to the salary of \$75,000, for the 2022-2023 school year.

Roll Call:

Y Travis Waller Y Aree Booker Y Glenn Coley
 Y Judy Khan Y Felise Matlock

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, February 16, 2023 at 6:00 pm

Adjourn

Motion by F. Matlock, seconded by A. Booker, to adjourn at 7:35pm.

Ayes 5 Nays 0