

**Sharon Wells, Principal**  
**David Block, Business Administrator**

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**WEDNESDAY, MARCH 16, 2022**  
**6:30 P.M. WORK SESSION / 7:00 P.M. REGULAR MEETING AGENDA**

**CALL TO ORDER BY PRESIDENT:**

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 Star Ledger 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. Due to the COVID-19 Pandemic, this meeting will be held virtually.

ROLL CALL	<u>  X  </u> Travis Waller, President	<u>  X  </u> Aree Booker, Vice-President
	<u>  X  </u> Glenn Coley	<u>  X  </u> Judy Khan
	<u>  X  </u> Felise Matlock	
	<u>  X  </u> Sharon Wells, Principal	<u>  X  </u> David Block, SBA/BS

**Flag Salute**

**Open Public Comment:**

**Teacher Comment:**

OLD BUSINESS:

NEW BUSINESS:

**INSTRUCTIONAL REPORT:**

Enrollment Report

2021-2022 Mid-Year HIB School Self-Assessment  
**(Attachment #1)**

- EPCS observed the Week of Respect
- All middle school students wrote essays on respect
- Community Outreach Program coordinated theme days to heighten awareness and focus on the prevention harassment, intimidation and bullying (Ms. Hassanah will send information)

- Social and emotional learning were incorporated into lesson plans which help decrease aggressive and controlling behavior and increase ability to be respectful and kind
- Established the Englewood on the Palisades Charter School Bill of Rights to improve school climate, which includes clearly communicated rules about bullying, verbal abuse and harassment
- Professional development on Culturally Responsive Teaching which encourages students to feel a sense of belonging and helps create a safe place where they feel respected and heard
- EPCS's core ethical values for addressing HIB are evident in its mission statement (nurturing, caring, child-centered)
- Mr. Block commented on the FY21 Audit being late to be received

## **RECOMMENDATIONS OF THE PRINCIPAL / HEAD OF SCHOOL:**

### **A. Approval of Minutes**

A1. 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 February 16, 2022 (**Attachment #2**):

*Motion Felise T. Matlock*

*Second Judy Khan*

Roll Call:

X Travis Waller, President  
X Judy Khan

X Aree Booker, Vice-President  
X Felise Matlock

X Glenn Coley

### **B. Personnel**

B1. RESOLUTION TO APPROVE MR. TIM KAPAJ AS SCHOOL NURSE, EFFECTIVE APRIL 1, 2022

Motion by Felise T. Matlock Seconded by Judy Khan on recommendation of the Principal to approve Mr. Tim Kapaj as School Nurse for the remainder of the 2021-2022 school year at a rate of \$55,000 (prorated), effective April 1, 2022.

Roll Call:

X Travis Waller, President  
X Judy Khan

X Aree Booker, Vice-President  
X Felise Matlock

X Glenn Coley

B2. RESOLUTION TO APPROVE MS. KELLY WILLIAMS AS BUSINESS MANAGER, EFFECTIVE APRIL 13, 2022

Motion by Judy Khan Seconded by Felise T. Matlock on recommendation of the Principal to approve Ms. Kelly Williams as Business Manager for the remainder of the 2021-2022 school year at a rate of \$70,000 (prorated), effective April 13, 2022.

Roll Call:

X Travis Waller, President  
X Judy Khan

X Aree Booker, Vice-President  
X Felise Matlock

X Glenn Coley

## **C. Financial**

### **C1. APPROVAL OF MONTHLY FINANCIAL REPORTS**

Motion by Felise T. Matlock Seconded by Judy Khan BE IT HEREBY RESOLVED BY THE ENGLEWOOD ON THE PALISADES BOARD OF TRUSTEES, to approve the following (**Attachment #4**) –

Bill's List for FY22  
Board Secretary's Report for FY22  
Trial Balance Sheet for FY22

Roll Call:

X Travis Waller, President  
X Judy Khan

X Aree Booker, Vice-President  
X Felise Matlock

X Glenn Coley

### **Open Public Forum:**

### **Board Comments:**

### **Announcement**

The next Board of Trustees meeting is scheduled for Wednesday, May 11, 2022 at 6:30 pm

### **Adjourn**

Motion by Judy Khan, seconded by Felise T. Matlock, to adjourn at 7:17 PM.  
Ayes 5 Nays 0