

Sharon Wells, Principal
David Block, Business Administrator

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WEDNESDAY, MAY 11, 2022
6:00 P.M. WORK SESSION / 7:00 P.M. REGULAR MEETING AGENDA

CALL TO ORDER BY PRESIDENT: 7:10pm

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	<input type="checkbox"/> P <input type="checkbox"/> Travis Waller, President	<input type="checkbox"/> Abs <input type="checkbox"/> Aree Booker, Vice-President
	<input type="checkbox"/> P <input type="checkbox"/> Glenn Coley	<input type="checkbox"/> P <input type="checkbox"/> Judy Khan
	<input type="checkbox"/> P <input type="checkbox"/> Felise Matlock	
	<input type="checkbox"/> P <input type="checkbox"/> Sharon Wells, Principal	<input type="checkbox"/> P <input type="checkbox"/> David Block, SBA/BS

Flag Salute

Open Public Comment

Teacher Comment

PRESENTATION OF FY21 FISCAL AUDIT BY SCHOOL BUSINESS ADMINISTRATOR,
DAVID P. BLOCK

PRESENTATION OF THE FY22 PRELIMINARY SCHOOL BUDGET BY SCHOOL BUSINESS
ADMINISTRATOR, DAVID P. BLOCK

INSTRUCTIONAL REPORT:

2022-2023 Enrollment								
K	1	2	3	4	5	6	7	8
31	37	27	40	39	33	39	37	28

Available Slots:	#
Elementary (K-5) (216 Total)	9
Middle School (6-8) (108 Total)	4

ELL Program Update:

- 74 out 243 students need to be screened with the WIDA diagnostic to see if they need ACCESS testing and support with Language Acquisition.
- Two staff members have volunteered to administer the WIDA between now and June 20, 2022
- Once screening is complete, I will know how many ESL/ELL Teachers are needed

NJTSS-ER Grant Application

Applying for the New Jersey Tiered System of Supports for Early Reading (NJTSS-ER). This consultation is designed to support school districts in improving knowledge and practices pertaining to NJTSS for early reading; building a multi-tiered, data-driven decision-making system to promote K-3 students' early reading proficiency; and increasing NJTSS-ER implementation fidelity.

In addition to receiving access to online courses, webinars, and resources (e.g., action plans, meeting protocols, materials, and tools), districts selected for consultative support benefit from:

- Ongoing intensive guidance, feedback, and support provided for 3 years via videoconferencing check-ins with experienced state-level NJTSS-ER consultants;
- Use of an online platform to help guide the use of screening and diagnostic data, student grouping, progress monitoring, and the assignment of tier 2/3 interventions from a customizable online intervention library

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 March 16, 2022 (**Attachment #2**):

Motion J. Khan

Second F. Matlock

Roll Call:

Y Travis Waller, President Abs Aree Booker, Vice-President Y Glenn Coley
Y Judy Khan Y Felise Matlock

B. Personnel

B1. RESOLUTION TO APPROVE UPDATED ORGANIZATIONAL CHART FOR THE 2022-2023 SCHOOL YEAR

Motion by J. Khan, seconded by F. Matlock, on recommendation of the Principal to approve the updated EPCS Organizational Charter to take effect July 1, 2022 (**Attachment #3**)

Roll Call:

___Y___ Travis Waller, President ___Abs___ Aree Booker, Vice-President ___Y___ Glenn Coley
___Y___ Judy Khan ___Y___ Felise Matlock

B2. RESOLUTION TO APPROVE LISTED STAFF FOR THE 2022-2023 SCHOOL YEAR

Motion by J. Khan, seconded by F. Matlock, on recommendation of the Principal to approve the listed staff attached for the 2022-2023 school year. (**Attachment #4**)

Roll Call:

___Y___ Travis Waller, President ___Abs___ Aree Booker, Vice-President ___Y___ Glenn Coley
___Y___ Judy Khan ___Y___ Felise Matlock

C. Instructional

C1. RESOLUTION TO APPROVE THE 2022-2023 ENGLEWOOD ON THE PALISADES CHARTER SCHOOL CALENDAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter “Board”) has been presented the School Calendar for the 2022 - 2023 school year; and

WHEREAS, the Board has reviewed the calendar and found that it fulfills the obligations imposed by statute, code and the approved charter.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that the 2022 – 2023 School Calendar is approved as attached.

(**Attachment #5**)

Motion ___J. Khan___

Second ___F. Matlock___

Roll Call:

___Y___ Travis Waller, President ___Abs___ Aree Booker, Vice-President ___Y___ Glenn Coley
___Y___ Judy Khan ___Y___ Felise Matlock

C2. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS

Motion by J. Khan, seconded by F. Matlock, on recommendation of the Principal to approve the following upcoming school journeys:

June 15, 2022 Turtleback Zoo West Orange, NJ
Ms. Clark, Ms. Papania, Ms. Ellis, & Ms. Ferrentino 1st & 3rd Graders Trip Cost: \$1710 / busses

June 2, 2022 Challenger Center Paramus, NJ
5th Grade Class & Teacher

Roll Call:

☐ Y ☐ Abs Travis Waller, President ☐ Abs ☐ Y Aree Booker, Vice-President ☐ Y ☐ Glenn Coley
☐ Y ☐ Y Judy Khan ☐ Y ☐ Felise Matlock

D. Financial

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by J. Khan, seconded by F. Matlock, BE IT HEREBY RESOLVED BY THE ENGLEWOOD ON THE PALISADES BOARD OF TRUSTEES, to approve the following (**Attachment #6**)

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

Roll Call:

☐ Y ☐ Abs Travis Waller, President ☐ Abs ☐ Y Aree Booker, Vice-President ☐ Y ☐ Glenn Coley
☐ Y ☐ Y Judy Khan ☐ Y ☐ Felise Matlock

D2. APPROVAL OF THE ENGLEWOOD ON THE PALISADES CHARTER SCHOOL 2020-2021 ANNUAL FISCAL AUDIT

WHEREAS, the Board of Trustees has been presented the Comprehensive Annual Financial Report for the Fiscal year ending June 30, 2021 prepared by Ilori, L.L.P. for Englewood on the Palisades Charter School; and

WHEREAS, a corrective action plan addressing the recommendations of the audit is developed;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that the FY 21 Comprehensive Annual Financial Report and Corrective Action Plan is approved. (**Attachment #7**)

Motion J. Khan *Second* F. Matlock

Roll Call:

☐ Y ☐ Abs Travis Waller, President ☐ Abs ☐ Y Aree Booker, Vice-President ☐ Y ☐ Glenn Coley
☐ Y ☐ Y Judy Khan ☐ Y ☐ Felise Matlock

D3. APPROVAL OF FY23 BUDGET

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter “Board”) has been presented with the FY 23 budget; and

WHEREAS, the budget reflects allocation of expenses in accordance with school goals, Department of Education recommendations, code, statute and approved charter as best as possible under current funding;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that the FY 23 budget is approved.

(Attachment #8)

Motion J. Khan

Second F. Matlock

Roll Call:

 Y Travis Waller, President Abs Aree Booker, Vice-President Y Glenn Coley
 Y Judy Khan Y Felise Matlock

D4. RESOLUTION TO APPROVE APITC AS ACCOUNTING AND PAYROLL/PERSONNEL SERVICE PROVIDER

Motion by J. Khan, seconded by F. Matlock, to approve the service of the Asbury Park Board of Education Information Technology Center as the district’s Accounting and Payroll/Personnel System service provider at a base rate of \$9,400 for the 2022-2023 school year.

Roll Call:

 Y Travis Waller, President Abs Aree Booker, Vice-President Y Glenn Coley
 Y Judy Khan Y Felise Matlock

D5. RESOLUTION TO APPOINT JUMP, PERRY, AND COMPANY AS DISTRICT AUDITOR FOR THE 2022-2023 SCHOOL YEAR

Motion by J. Khan, seconded by F. Matlock, to approve the services of Jump, Perry, and Company to serve as district auditors for the 2022-2023 school year at a rate of \$18,000.

Roll Call:

 Y Travis Waller, President Abs Aree Booker, Vice-President Y Glenn Coley
 Y Judy Khan Y Felise Matlock

D6. RESOLUTION TO ZEN BUSINESS CONSULTING TO UPGRADE SCHOOL SECURITY AND PHONE SYSTEMS

Motion by J. Khan, seconded by F. Matlock, to approve the Zen Business Consulting to upgrade school security and phone systems (classroom phones, added security cameras, & door fob system) for the quoted amount of \$14,810.

Roll Call:

 Y Travis Waller, President Abs Aree Booker, Vice-President Y Glenn Coley
 Y Judy Khan Y Felise Matlock

D7. RESOLUTION ACCEPT AND APPROVE THE SUBMISSION OF THE 2020 PRESCHOOL AND CHARTER SCHOOL SECURITY COMPLIANCE GRANT

Motion by J. Khan, seconded by F. Matlock, to accept and approve the 2020 Preschool and Charter School Security Compliance Grant in the amount of \$20,000.

Roll Call:

☐ Y ☐ Abs Travis Waller, President ☐ Y ☐ Abs Aree Booker, Vice-President ☐ Y ☐ Abs Glenn Coley
☐ Y ☐ Abs Judy Khan ☐ Y ☐ Abs Felise Matlock

AA1. RESOLUTION TO ENTER CLOSED EXECUTIVE SESSION

WHEREAS, Chapter 131, P.L. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive or private session under certain circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that it does hereby determine that it is necessary to meet in executive session on May 11, 2022 to discuss matters involving personnel, pending litigation and/or matters involving attorney/client privilege that the matters discussed will be made public if and when confidentially is no longer required and action pursuant to said discussion will take place meeting.

Motion J. Khan *Second* G. Coley *Time* 7:38pm

Roll Call:

☐ Y ☐ Abs Travis Waller, President ☐ Y ☐ Abs Aree Booker, Vice-President ☐ Y ☐ Abs Glenn Coley
☐ Y ☐ Abs Judy Khan ☐ Y ☐ Abs Felise Matlock

AA2. RESOLUTION TO EXIT CLOSED EXECUTIVE SESSION

WHEREAS, Chapter 131, P.L. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive or private session under certain circumstances; and

WHEREAS, the Board met on May 11, 2022 with appropriate cause;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that the Board returns to public session where they may take action.

Motion G. Coley *Second* F. Matlock *Time* 8:13pm

Roll Call:

☐ Y ☐ Abs Travis Waller, President ☐ Y ☐ Abs Aree Booker, Vice-President ☐ Y ☐ Abs Glenn Coley
☐ Y ☐ Abs Judy Khan ☐ Y ☐ Abs Felise Matlock

AA3. RESOLUTION TO APPROVE ADMINISTRATOR CONTRACTS FOR THE 2022-2023
SCHOOL YEAR

Motion by F. Matlock, seconded by J. Khan, on recommendation of the Board President to approve the 2022-2023 school year contracts with no pay increase, and a \$7,500 bonus for Ms. Sharon Wells, Principal, and Mr. David P. Block, SBA/BS to be paid in FY22.

Roll Call:

___Y___ Travis Waller, President ___Abs___ Aree Booker, Vice-President ___Y___ Glenn Coley
___Y___ Judy Khan ___Y___ Felise Matlock

Open Public Forum

Board Comments

Announcement

The next Board of Trustees meeting is scheduled for Wednesday, June 15, 2022 at 6:00 pm

Adjourn

Motion by F. Matlock, seconded by J. Khan to adjourn at 8:17pm.

Ayes __4__ Nays __0__