Dana Clark, Principal / Lead Person
David Block, Business Administrator

65 West Demarest Ave **Englewood, New Jersey 07631**
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WEDNESDAY, FEBRUARY 26, 2025
6:30 P.M. WORK SESSION / 7:00 P.M. REGULAR MEETING MINUTES

CALL TO ORDER BY PRESIDENT: 7:07pm
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.

ROLL CALL
__Abs__ Judy Khan, President
___P___ Aree Booker
___P___ Christopher McEvilley
___P___ Felise Matlock-Brown, Vice-President
__Abs__ Glenn Coley

___P___ Dana Clark, Lead Person
___P___ David Block, SBA/BS

Flag Salute

Open Public Comment:

Teacher Comment:

OLD BUSINESS:

NEW BUSINESS:

Ms. Dana Clark – Organization & Curriculum
Educational Report **(Attachment #1)**

Mr. David P. Block Update – Business Office Updates

RECOMMENDATIONS OF THE PRINCIPAL / LEAD PERSON:

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 January 15, 2025 **(Attachment #2)**:

Motion ____ Christopher McEvilley _____ Second _____ Felise Matlock-Brown _____

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

B. Instructional

B1. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS

Motion by C. McEvilley, Seconded by F. Matlock-Brown, on recommendation of the Lead Person to approve the following school journeys.

March 11, 2025 Bergen Pac Center Englewood, NJ
3rd & 4th Grade Students Admission: $990.00

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

C. Financial

C1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by C. McEvilley, Seconded by F. Matlock-Brown, BE IT HEREBY RESOLVED BY THE ENGLEWOOD ON THE PALISADES BOARD OF TRUSTEES, to approve the following –

Bill's List for FY25 **(Attachment #3)**

Roll Call:

__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

C2. APPROVAL OF REVISED FISCAL YEAR 2025 BUDGET

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") has been presented with the revised FY 25 budget; and

WHEREAS, the budget reflects current enrollment data, federal grant allocations and expenditure figures; and

WHEREAS, the budget reflects allocation of expenses in accordance with 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 revised FY 25 budget is approved. **(Attachment #4)**

Motion ____ Christopher McEvilley _____ Second _____ Felise Matlock-Brown _____

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

C3. RESOLUTION TO APPROVE THE APPLICATION TO WAIVE SEMI FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") has been presented by David Block, School Business Administrator, with a request for an application for a SEMI waiver for the 2025-2026 school year; and

WHEREAS, his investigation of the program identifies a negligent financial gain for EPCS in proportion to the work required for the application;

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 application for a waiver from the SEMI program is approved. **(Attachment #5)**

Motion ____ Christopher McEvilley _____ Second _____ Felise Matlock-Brown _____

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

C4. APPROVAL OF THE ENGLEWOOD ON THE PALISADES CHARTER SCHOOL 2023-2024 ANNUAL FISCAL AUDIT

WHEREAS, the Board of Trustees has been presented the Annual Comprehensive Financial Report for the Fiscal year ending June 30, 2024 prepared by Jump Perry and Company, L.L.P. for Englewood on the Palisades Charter School; and

WHEREAS, a corrective action plan is not needed as there were no recommendations of the audit;

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 24 Annual Comprehensive Financial Report is approved. **(Attached Separately)**

Motion ____ Christopher McEvilley _____ Second _____ Felise Matlock-Brown _____

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

C5. RESOLUTION TO CONTINUE MEMBERSHIP IN THE NEW JERSEY SCHOOLS INSURANCE GROUP THROUGH THE 2024-2025 AND 2026-2027 SCHOOL YEARS

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Englewood on the Palisades Charter School, herein after referred to as the "Educational Institution," has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;
WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.
INSERT NAME OF INSTITUTION New Jersey Schools Insurance Group Monmouth Ocean County Shared Services Insurance Fund Indemnity and Trust Agreement Resolution to Join / Renew Membership

NOW THEREFORE, BE IT RESOLVED, THAT:

1) This agreement is made by and between NJSIG and the Educational Institution;

2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2024, and ending July 1, 2027 at 12:01 a.m.;

3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;

4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;

5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable; New Jersey Schools Insurance Group Monmouth Ocean County Shared Services Insurance Fund Indemnity and Trust Agreement Resolution to Join / Renew Membership

6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;

7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;

8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management; New Jersey Schools Insurance Group Monmouth Ocean County Shared Services Insurance Fund Indemnity and Trust Agreement Resolution to Join / Renew Membership

10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

Motion ____ Christopher McEvilley _____ Second _____ Felise Matlock-Brown _____

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

D. POLICY

D1. APPROVAL OF FINAL READING OF POLICIES

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") has been presented with the following policies **(Attachment #6)**:

-School Clearance Policy
-Valedictorian Policy
-Visitor ID Policy
-Charter School Grievance Policy

WHEREAS, this policy is aligned with the values of Englewood on the Palisades Charter School and recommendations of the New Jersey School Boards Association; and

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 attached policies are approved for first reading.

Motion ____ Christopher McEvilley _____ Second _____ Felise Matlock-Brown _____

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

D2. RESOLUTION TO APPROVE THE REPORTING OF HARASSMENT, INTIMIDATION AND BULLYING INCIDENTS

State reporting procedures require that the number of Harassment, Intimidation and Bullying (HIB) incidents, even if zero (0), be reported to the Board of Trustees. The number of HIB incidents:

January: 0 total investigations

Motion ____ Christopher McEvilley _____ Second _____ Felise Matlock-Brown _____

Roll Call:
__Abs__ Judy Khan, President ___Y___ Felise Matlock-Brown, Vice-President ___Y___ Aree Booker
__Abs__ Glenn Coley ___Y___ Christopher McEvilley

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Wednesday, March 19, 2025 at 7:30 pm

Adjourn

Motion by F. Matlock-Brown, seconded by C. McEvilley, to adjourn at 7:36pm.
Ayes__3___ Nays___0___