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

**65 West Demarest Ave**
**Englewood, New Jersey 07631**

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

# WEDNESDAY, AUGUST 20, 2025
# 7:00 P.M. REGULAR MEETING MINUTES

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.

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

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

**Flag Salute**

**Open Public Comment:**

**Teacher Comment:**

OLD BUSINESS:

NEW BUSINESS:

**Educational Report by Lead Person / Principal Ms. Dana Clark (Attachment #1)**

**Enrollment Report (Attachment #2)**

INSTRUCTIONAL REPORT:

**RECOMMENDATIONS OF THE LEAD PERSON / PRINCIPAL:**

## A. Election of Board Officers

A1.WHEREAS, the Board of Trustees of Englewood on the Palisades School has an approved charter from the Department of Education that provides for the creation and appointment of the following Board Officers: President and Vice-President and;

WHEREAS, the following named individuals have been deemed qualified to fill the positions of officers to Englewood on the Palisades School and are willing to serve in said positions;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades School, County of Bergen, State of New Jersey that the officers and terms of office are approved as listed below.

| OFFICE | TERM OF OFFICE |
|---|---|
| President: J. Khan | July 1, 2025 to June 30, 2026 |
| Vice-President: F. Matlock-Brown | July 1, 2025 to June 30, 2026 |

*Motion __C. McEvilley_____* *Second__G. Coley___*

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

## C. Personnel

C1. RESOLUTION FOR STAFF HIRES BETWEEN BOARD OF TRUSTEE MEETINGS BY LEAD PERSON

Motion by A. Booker, Seconded by J. Khan, on recommendation of the Lead Person, authorize Ms. Dana Clark, to hire staff during the periods August 20, 2025 until the September 17, 2025 Board Meeting; with the understanding that these requests for appointments will be brought before the full Englewood on the Palisades School Board of Trustees at the next regularly scheduled board meeting.

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

C2. RESOLUTION TO APPROVE STAFF FOR 2025-2026 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") recognizes its responsibility to have highly qualified staff hired for the school year; and

WHEREAS, the Board has reviewed the recommendations of Ms. Clark, Lead Person / Principal; and

WHEREAS, the Board agrees with the recommendations as each staff member has met acceptable standards and possess the appropriate certification;

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 listed staff be contracted at the corresponding salaries for the 2025 –2026 school year. **(Attachment #4)**

| | | |
|---|---|---|
| Gianna Arias | Kindergarten Assistant | $39,000 (Step 1) |
| Shannon O'Connor | Kindergarten Teacher | $62,033 (Step BA-1) |
| Stella Kim | 5th Grade Teacher | $63,833 (Step BA-2) |
| Kelsi Bailey | 5th Grade Teacher | $65,755 (Step MA-1) |

*Motion __A. Booker____* *Second__J. Khan____*

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

## D. Financial

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by A. Booker, 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 FY25 & FY26

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

## E. Additional Reports and Discussion:

E1. RESOLUTION TO APPROVE THE 2024-2025 ENGLEWOOD ON THE PALISADES CHARTER SCHOOL ANNUAL REPORT

WHEREAS, the Board of Trustees has reviewed the 2024 - 2025 Annual Report as prepared by the Director; and

WHEREAS, the Board of Trustees finds the Report to be a factual and accurate depiction of the 2024 - 2025 school year at Englewood on the Palisades Charter School;

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 Annual Report is accepted and approved. **(Attachment #6)**

*Motion __A. Booker____* *Second__J. Khan____*

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

E2. RESOLUTION TO APPROVE THE EMERGENCY VIRTUAL / REMOTE INSTRUCTION PLAN FOR THE 2025-2026 SCHOOL YEAR

Motion by A. Booker, Seconded by J. Khan, on recommendation of the Lead Person to approve the Emergency Virtual / Remote Instruction Plan for the 2024-2025 school year. **(Attachment #7)**

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

E3. RESOLUTION TO JOIN THE NJSBA FOR THE 2025-2026 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") recognizes the benefit of support from state organizations; and

WHEREAS, the Board has been presented by the Business Administrator with the application to join New Jersey School Boards Association,

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 Englewood on the Palisades Charter School agrees to join NJSBA for the 2025-2026 school year with payment of dues in the amount $3,300.

*Motion __A. Booker____* *Second__J. Khan____*

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

E4. RESOLUTION TO JOIN THE NJPCSA FOR THE 2025-2026 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") recognizes the need to unite with charter schools throughout that State and advocate to promote the success of charter schools; and

WHEREAS, the Board of Trustees recognizes that the New Jersey Charter Public Schools Association is one method through which ACHS may be accomplish the above goal;

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 Englewood on the Palisades Charter School joins the New Jersey Charter Public Schools Association at a cost of
$25 per student or $ 7,875 *Budget Line: 11-000-240-300*

*Motion __A. Booker____* *Second__J. Khan____*

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

E5. RESOLUTION TO ACCEPT AND APPLY FOR THE FY26 IDEA GRANT

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") has reviewed the Grant Application for IDEA FY 26 in the following amounts:

Basic Grant Award - $ 65,931
Preschool Grant Award - $1,019

Tota IDEA Award - $66,950

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

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 Englewood on the Palisades Charter School agrees to accept the IDEA - B allocation.

*Motion __A. Booker____* *Second__J. Khan____*

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

E6. RESOLUTION TO ACCEPT AND APPLY FOR THE FY26 ESEA GRANT

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") has reviewed the Grant Application for ESEA FY 26 in the following amounts:

| | |
|---|---|
| Title I Award | - $69,625 |
| Title IIA Award | - $9,829 |
| Title IV | - $10,000 |
| Total Award | - $89,454 |

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

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 Englewood on the Palisades Charter School agrees to accept the FY26 ESSA Grant Awards for Title I, Title IIA, & Title IV.

*Motion __A. Booker____* *Second__J. Khan____*

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

E7. RESOLUTION TO REFUSE FY26 ESEA TITLE III GRANT FUNDS

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter "Board") has reviewed the Grant Application for ESEA FY 26 in the following amounts:

Title III Award - $2,985

Total Award - $2,985

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

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 Englewood on the Palisades Charter School refuses to accept and apply for the FY26 ESSA Grant Awards for Title III.

*Motion __A. Booker____* *Second__J. Khan____*

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

**Open Public Forum:**

**Board Comments:**

**Announcement**

The next Board of Trustees meeting is scheduled for Wednesday, September 17, 2025 at 6:00 pm

**Adjourn**

Motion by C. McEvilley, seconded by J. Khan, to adjourn at 7:31pm.
Ayes__4__ Nays___0__