



# Paul Robeson Charter School

## Regular Board Meeting

Published on April 21, 2023 at 4:55 PM EDT

Amended on April 24, 2023 at 5:32 PM EDT

---

### Date and Time

Tuesday April 25, 2023 at 4:00 PM EDT

### Location

Virtual

---

This meeting is being held in compliance with the Open Public Meetings Act and is open to the public. Notices were duly posted and the meeting was advertised in The Trentonian and The Times of Trenton. Formal action will be taken.

---

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
<b>A.</b> Call the Meeting to Order			
<b>B.</b> Record Attendance			
<b>II. Discussion</b>			
<b>A.</b> CSP Opportunities and K-2 Expansion Planning		John Amenda	
<b>B.</b> Dashboard	Discuss	John Amenda	

### III. Executive Session

	Purpose	Presenter	Time
A. It is expected that the Board will go into Executive Session to discuss facility matters at 4:30 PM.	Vote		
<b>IV. Adjourn Executive Session and Reconvene Regular Session</b>			
A. Adjourn Executive Session and Reconvene Regular Session	Vote		
<b>V. Discussion Continued</b>			<b>4:00 PM</b>
A. High School Placement Update	Discuss	Freya Lund	
B. Fundraising Consultant Contract Review/Development Committee Update	Discuss	Ken Somberg	5 m
C. Teachers Appreciation Ideas from Board	Discuss		
<b>VI. Updates</b>			<b>4:05 PM</b>
A. Enrollment	Discuss	Freya Lund	
B. Emergency Drill Log	Discuss	Freya Lund	
C. Talent and Certification	Discuss	Becca Chazin	
D. Special Education Files Audit Update	Discuss	Freya Lund	
			<ul style="list-style-type: none"> <li>• Have out of district placement in approved private school we are working on</li> <li>• Have 3 students we are having psychiatric testing completed on at cost for school</li> </ul>
E. Buildings and Grounds	Discuss	Freya Lund	
<b>VII. Acceptance of Meeting Minutes</b>			
A. Motion for Paul Robeson Charter School, Board of Trustees to accept the minutes from the March 21, 2023 board meeting.	Approve Minutes	Brian Falkowski	
<b>VIII. Motions for Approval</b>			

	Purpose	Presenter	Time
A. Finance	Vote	Brian Falkowski	

**1. To approve the Secretary’s and Treasurer’s Reports for March 2023 as per the attached.**

Pursuant to N.J.A.C. 6A:232.11(a), the Paul Robeson Charter School Board of Trustees acknowledges receipt of the secretary’s certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of March **2023**, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.

**2. To approve the Bills/Check List from March 22, 2023 to April 25, 2023.**

**3. To approve the following payrolls:**

- March 30, 2023- \$198,262.06
- April 6, 2023- \$186,743.29

**4. To approve \$1,000 net stipend for all full-time employees the cost total is \$63,043.30.**

**5. To approve the 2023-2024 Staff Salaries & Positions as reflected in the budget.**

**6. To approve the projected FY24 Budget and submission to the NJDOE.**

B. Buildings & Grounds	Freya Lund
------------------------	------------

**1. To approve the following building/grounds purchase:**

- Repair of floor in technology room: \$4,400 (estimate)
- Covers for gym alarms in basement: \$1,080

C. Personnel	Vote	Becca Chazin and Freya Lund
--------------	------	-----------------------------

**1. To approve/ratify the following staff stipends:**

Position- Saturday School Lead

Employee- TBD (2)

Stipend Reason- Recruit and hire teachers to staff Saturday School (min 8 sessions).

Plan for curriculum, and communicate out to families of students.

Stipend Amount- \$2,600

Position- Grade Team Lead

Employee- TBD (6)

Stipend Reason- Run grade team meetings, support culture team with restorative mediations, lead grade team meetings, plan 2-3 school events with grade team.

Stipend Amount- \$3,000

Position- Athletic Coordinator

Employee- TBD (1)

Stipend Reason- Run all athletic sports programs (soccer, basketball, dance, softball, baseball, track, wrestling) including setting up games/matches, hiring coaches, etc.

Stipend Amount- \$6,500 (\$5,500 if not coaching a sport)

Position- Content Team Lead

Employee- TBD (3)

Stipend Reason- Lead monthly content team PLC to review assessment data and plans, planning, content specific practice PD, etc.

Stipend Amount- \$2,000

Position- Summer School Director

Employee- TBD (1)

Stipend Reason- Work with School Director to plan summer school. Hire staff to fill needed roles for summer school, coordinate with ILT to plan curriculum, track student progress and hold parent meetings as needed.

Stipend Amount- \$3,500

Position- Sp.Ed. Lead Teacher

Employee- TBD (1)

Stipend Reason- Work with CST to hold weekly accountability & student updates. Plan for PD for special education staff related to best practices during content PLC time.

Stipend Amount- \$2,000

**2. To approve/ratify the following Staff Travel and Reimbursement:**

Employee- Elliott Lopez-DeJesus

Cost- \$2,700 (Train the Trainer)

Description- Safe & Positive Approaches: new safety hold system that provides holds for younger students as well

Date- Looking for spring or summer dates.

**3. To approve/ratify the following staff resignations:**

Employee- Gifty Yeboah

Position- Building Substitute

Resignation Date- 3/16/2023

	Purpose	Presenter	Time
<b>D. Curriculum &amp; Special Education</b>	Vote	Freya Lund	

**1. To approve/ratify the following curriculum purchases:**

- 4th Grade Amplify Science Curriculum- \$4,000
- HMH Reading Curriculum 5th Grade- \$8,000

<b>E. Policy/Miscellaneous</b>	Vote	Brian Falkowski	
--------------------------------	------	--------------------	--

1. To approve The Munshine Group for development/fundraising services
2. To approve staff PTO policy adjustments

**IX. Executive Session**

<b>A.</b> It is expected that the Board will go into Executive Session to discuss board engagement matters.	Vote		
-------------------------------------------------------------------------------------------------------------	------	--	--

**X. Adjourn Executive Session and Reconvene Regular Session**

<b>A.</b> Adjourn Executive Session and Reconvene Regular Session	Vote		
-------------------------------------------------------------------	------	--	--

**XI. Closing Items**

<b>A.</b> New Business	Discuss		
<b>B.</b> Public Comment			
<b>C.</b> Important Dates	FYI		

Next Board Meeting: Tuesday, June 6, 4:00-6:00 PM

<b>D.</b> Adjourn Meeting	Vote		
---------------------------	------	--	--