



Paul Robeson Charter School

Annual Reorganization Meeting

Published on May 29, 2026 at 5:23 PM EDT

Amended on May 30, 2026 at 8:53 AM EDT

Date and Time

Tuesday June 2, 2026 at 4:00 PM EDT

Location

1289 Martin Luther King, Jr. Boulevard
Trenton, NJ 08638

-or-

Remote

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 |
|-------------------------|---------------------------|-----------|----------------|
| I. Opening Items | | | 4:00 PM |
| A. | Call the Meeting to Order | | |
| B. | Record Attendance | | |

| | Purpose | Presenter | Time |
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II. Discussion

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| A. Dashboard | Discuss | John Amenda | |
| B. Graduate Aims and School Model | | | |
| C. Facility Update | | | |
| D. Fundraising Update | | | |
| E. Board Retreat in September Initial Input on Scope and Sequence | | | |

III. Updates

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|---|---------|---------------|--|
| A. Enrollment | Discuss | Freya Lund | |
| B. Emergency Drill Log Drill Log | Discuss | Freya Lund | |
| C. Talent and Certification | Discuss | Aniyah Wright | |
| D. Special Education Files Audit Update | Discuss | Freya Lund | |
| E. HIB Report- Elementary & Middle School Middle School HIB Report Elementary- None | Discuss | | |

IV. Acceptance of Meeting Minutes

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| A. Motion for Paul Robeson Charter School, Board of Trustees to accept the minutes from the April 28, 2026 board meeting. | Approve Minutes | Brian Falkowski | |
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V. Nominations and Election of Board Officers

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| A. Board President Nomination - Nominee, Nominated By, Seconded By | Vote | | |
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| | Purpose | Presenter | Time |
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| B. Board Vice-President Nomination - Nominee, Nominated By, Seconded By | Vote | | |

VI. Reorganization Motions

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| A. Regular Board Meeting Dates for 2026-2027 School Year | Vote | | |
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BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, approves the Resolution to adopt the Annual Board Meeting Schedule for the 2026/2027 school year in accordance with 18A:10-6. Meetings will be held in a 1st floor classroom and/or virtually.

August 18, 2026: 4:00–6:00pm
 October 6, 2026: 4:00–6:00pm
 November 17, 2026: 4:00–6:00pm
 January 12, 2027: 4:00–6:00pm
 March 9, 2027: 4:00–6:00pm
 April 27, 2027: 4:00–6:00pm
 June 8, 2027: 4:00–6:00pm

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| B. Special Meetings | Vote | | |
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RESOLVED, that in accordance with Chapter 231, Laws of 1975, Special Meetings of the Board of Trustees for the 2025/2026 school year, may be called 48 hours or more prior to the meeting by giving written notice of the date, time, location and agenda (if known) of the special meeting, and also whether formal action may or may not be taken.

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| C. Appoint Head of School | Vote | | |
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BE IT RESOLVED: that the Paul Robeson Charter School, Board of Trustees approves the Resolution to appoint **Freya Lund** as the Head of School for the 2026/2027 school year.

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| D. Appoint School Business Administrator/Board Secretary | Vote | | |
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BE IT RESOLVED: that the Paul Robeson Charter School, Board of Trustees approves the Resolution to appoint **Brian Falkowski** as the Business Administrator/Board Secretary for the 2026/2027 school year for \$0.00. In Dr. Brian

| | Purpose | Presenter | Time |
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| | Falkowski's absence, Ms. Sarah Spuhler will serve as the Acting Board Secretary for \$0.00. | | |
| E. | Adoption of Code of Ethics | Vote | |
| | RESOLVED, that the Paul Robeson Charter School Board of Trustees hereby adopts the New Jersey School Boards Code of Ethics, as attached, for its members, for the 2026/2027 school year. | | |
| F. | Adoption of Policies | Vote | |
| | RESOLVED, that the current board policies adopted by the Paul Robeson Charter School Board of Trustees, either by code, number, resolution, motion or inference of intent, be re-adopted completely for the 2026/2027 school year. | | |
| G. | Appoint Public Agency Compliance Officer (PACO) and Custodian of School Records | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, Board of Trustees approves the Resolution to appoint Brian Falkowski as the Public Agency Compliance Officer(PACO) and Custodian of School Records for the 2026/2027 school year. | | |
| H. | Appoint Asbestos Management/PEOSA Officer, Safety & Health Coordinator, Indoor Air Quality, Integrated Pest Management, Right to Know and Chemical Hygiene Coordinator | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, Board of Trustees approves the Resolution to appoint Simone Rose as Asbestos Management/PEOSA Officer, Safety & Health Coordinator, Indoor Air Quality, Integrated Pest Management, Right to Know and Chemical Hygiene Coordinator for the 2026/2027 school year. | | |
| I. | Depository of Funds | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, Board of Trustees upon the recommendation of the Head of School, approves PNC Bank and M&T Bank as the depository of funds for the 2026/2027 school year. | | |
| J. | Newspaper of Record | Vote | |
| | BE IT REOLVED: that the Paul Robeson Charter School, Board of Trustees upon the recommendation of the Head of School, herewith designates the <i>Trenton Times</i> and <i>The Trentonian</i> as the official Newspapers of Record; be it resolved the official website is http://paulrobesoncs.org for the 2026/2027 school year. | | |

| | Purpose | Presenter | Time |
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| <p>K. Authorize the School Business Administrator to Audit and Head of School to Approve Bill Payments</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, Board of Trustees upon the recommendation of the Head of School, here with designates the School Business Administrator/Board Secretary with the approval of Head of School, in accordance with N.J.S.A 18A:19-1, as the person designated to audit accounts and demands and to approve accounts and demands prior to presentation to the Board of Trustees for the 2026/2027 school year.</p> | Vote | | |
| <p>L. Authorize Payment of Bills Between Meetings</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, authorizes the Business Administrator to approve the Payment of Bills, as may be necessary between Board meetings and present the aforementioned payments to the Board for approval at the next regularly scheduled meeting for the 2026/2027 school year.</p> | Vote | | |
| <p>M. Appoint an Affirmative Action Officer, Title IX Compliance Officer and Substance Awareness Coordinator</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby appoints Simone Rose as the Affirmative Action Officer, pursuant to N.J.A.C 6:4-1.4 and Title IX Officer and Substance Awareness Coordinator for the 2026/2027 school year.</p> | Vote | | |
| <p>N. Appoint a Section 504 Administrator, Homeless Liaison & SEMI Coordinator</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby appoints Ashanti Waters as the Section504 Administrator, pursuant to N.J.A.C 6:4 1.4and Homeless Liaison and SEMI Coordinator for the 2026/2027 school year.</p> | Vote | | |
| <p>O. Appoint a Section 504 Compliance Officer</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby appoints Ashanti Waters as the 504 Compliance Officer, pursuant to Section 504 1973 Rehabilitation Act, for the 2026/2027 school year.</p> | Vote | | |

| | Purpose | Presenter | Time |
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| <p>P. Appoint a HIB/Anti-Bully Coordinator & School Safety Team</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby appoints Regina Bell (Elementary School) and Gabrielle Magwood (Middle School) as the HIB/Anti-Bully Coordinators for the 2026/2027 school year. The PRCS School Safety Team consists of Freya Lund, Lisa Hall, Regina Bell, and Ashanti Waters.</p> | Vote | | |
| <p>Q. Appoint a District Purchasing Agent</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby appoints Dr. Brian Falkowski as Qualified Purchasing Agent with a Bid and Quotation Threshold to \$53,000 and \$7,950 respectively pursuant to Local Public Contract Laws and Public School Contract Law N.J.S.A 40A:11-3(c), N.J.S.A 40A:11-9 (b), N.J.S.A 40A11- 6.1 (a) and N.J.S.A18A:18A-2, N.J.S.A 18A:18A-3 (a), N.J.S.A 18A:18A-37 (a), for the 2026/2027 school year.</p> | Vote | | |
| <p>R. Authorize purchases below 15% of the Bid Threshold without competitive quotations</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby approves the authorization of purchases below 15% of the Bid Threshold may be made without competitive quotations for the 2026/2027 school year.</p> | Vote | | |
| <p>S. Approve the Business Administrator to purchase from current and valid State Contract Vendors under their applicable state contract titles</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby approves the Business Administrator to purchase from current and valid State Contract Vendors under their applicable state contract titles for the 2026/2027 school year.</p> | Vote | | |
| <p>T. Resolution to authorize the Head of School and Business Administrator to make line item budget transfers between board meetings and all transfers to be ratified at the next regular board meeting.</p> <p>BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby authorizes the Head of School and Business Administrator to make line item budget transfers between board meetings and all</p> | Vote | | |

| | Purpose | Presenter | Time |
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| | transfers to be ratified at the next regular board meeting for the 2026/2027 school year. | | |
| U. | Appoint External Audit Firm | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, herby approves the appointment of Scott Loeffler, CPA to prepare the district's Comprehensive Annual Financial Report & Auditors Management Report for the fiscal year ending June 30, 2026, at a cost not to exceed \$64,000. | | |
| V. | Appoint Board Attorney | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, herby approves the appointment of Johnston Law Firm, LLC as vendor to provide legal services to the school for the 2026/2027 school year. | | |
| W. | Approve Occupational & Physical Therapy | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, herby approves the professional services contract with Delta-T, Kaleidoscope Education Solutions and Stepping Stones for the 2026/2027 school year. | | |
| X. | Approve Voluntary Payroll Deduction Companies | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby approves the following voluntary deduction companies for the 2026/2027 school year: 403B - Equitable; Voluntary Insurance - AFLAC | | |
| Y. | Approve NJ Uniform Chart of Accounts | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, hereby approves the NJ Uniform Chart of Accounts for the 2026/2027 school year. | | |
| Z. | Resolution to Appoint Medical Consultants (School Doctor) | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, herby approves the appointment of Dr. Kia Grundy for the 2026/2027 school year a cost not to exceed \$5,000. | | |
| AA. | Cooperative Purchasing | Vote | |
| | BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, to participate with National Cooperative Pricing System with | | |

Purpose

Presenter

Time

PEPPM National Cooperative Contracts, Approved County Educational Services Commissions, EdData Services, Middlesex County Cooperative, & Hunterdon County Cooperative for 2026/2027 school year.

- AB.** Approve the Medical Broker of record for Medical, Dental and RX Insurance Coverage Vote

BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, to Contract with **Exude** as the Medical Broker of record for Medical, Dental and RX Insurance Coverage for 2026/2027.

- AC.** Approve the Insurance Broker of Record for Property and Casualty, and Workers Compensation Insurance Vote

BE IT RESOLVED: that the Paul Robeson Charter School, upon the recommendation of the Head of School, to approve ECBM as the Insurance Broker of Record for Property and Casualty, and Workers Compensation for the 2026/2027 school year.

- AD.** AD. Professional Services/EUS Services

BE IT RESOLVED: that the Paul Robeson Charter School Board of Trustees has approved the following awarded contracts without competitive bidding as a professional and/or extraordinary unspecifiable service pursuant to N.J.S.A. 18A:18A-5 retroactively from July 1, 2026 to June 30, 2027. Approve renewal of the contract with Cigna Healthcare, for medical insurance, for the 2026-2027 school year, awarded at an amount of \$83,342 monthly. Approve renewal of the contract with Young Scholars Charter School, for charter management services, for the 2026-2027 school year, awarded at a rate of 8% of revenue. Approve renewal of the contract with Scott F. Loeffler for School Board Auditor services, for the 2026-2027 school year, awarded at an amount of \$64,000. Approve renewal of the contract with KFS, Inc., for OT/PT/Speech services for the 2026-2027 school year, awarded at an amount of \$80 hourly. Approve renewal of the contract with Selective Insurance Company for liability insurance, for the 2026-2027 school year, awarded at an amount of \$56,346. Approve renewal of the contract with SBO Management LLC, for school business administrator services, for the 2026-2027 school year, awarded at an amount of \$11,000 monthly. Approve renewal of the contract with Delta T, for professional staffing services, for the 2026-2027 school year, awarded at an amount of \$63 hourly. Approve renewal of the contract with Tom Johnston, for legal services, for the 2026-2027 school year, awarded at an amount of \$295 hourly. Approve renewal of the contract with Exude, for liability insurance broker of record, for the 2026-2027 school year, awarded commission rate payable by insurer. Approve renewal of the contract with Exude, for

| | Purpose | Presenter | Time |
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| | medical insurance broker of record, for the 2026-2027 school year, awarded commission rate payable by insurer. | | |

VII. Motions for Approval

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| A. Finance | Vote | Brian Falkowski | |
| <ol style="list-style-type: none"> 1. To approve the Secretary’s and Treasurer’s Reports for April 2026 as per the attached. <ol style="list-style-type: none"> 1. 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 April 2026, 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 April 25, 2026 through June 2, 2026. 3. To approve the following payrolls: <ol style="list-style-type: none"> 1. 4/30/26 \$348,508.58 2. 5/15/26 \$344,367.41 3. 5/30/26 \$341,316.41 4. To approve the contract with SBO Management LLC for School Business Administrative Services for the 2026-2027 School Year, as attached. 5. To authorize the School Business Adiministrator and Board President to execute the contract for the lowest qualified bidder (subject to attorney review). 6. To approve the following staff being applied under grants for the 2025-2026 School Year: <ol style="list-style-type: none"> 1. ESEA Title I <ol style="list-style-type: none"> 1. Frank Howard 2. Victoria Paz 3. Regina Howell 4. Donte Jefferson 5. Ronja Dickerson 2. ESEA Title III <ol style="list-style-type: none"> 1. Charles Dewald | | | |
| B. Personnel | Vote | Aniyah Wright | |

VIII. Policy and Misc

| | Purpose | Presenter | Time |
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| A. | To approve/acknowledge list of Tenure Staff per attached | | |
| B. | To Approve Professional Development Service-Journey to Equity PD Series (26-27SY) | | |
| IX. | Executive Session | | |
| A. | It is expected that the Board will go into Executive Session. | Vote | |
| X. | Adjourn Executive Session and Reconvene Regular Session | | |
| A. | Adjourn Executive Session and Reconvene Regular Session | Vote | |
| XI. | Closing Items | | |
| A. | New Business | Discuss | |
| B. | Public Comment | | |
| C. | Important Dates | FYI | |
| D. | Adjourn Meeting | Vote | |