

**Board Meeting Minutes**

**Organization:** Pride Academy Charter School Board Meeting  
**President:** Dr. Randall Richards  
**Time:** 7:10 pm  
**Place:** 117 Elmwood Avenue, East Orange, NJ 07018  
**Date:** April 14, 2009  
**Minute Taker:** Ms. Jodi Cenac  
**Board Members Present:** Ms. Albert, Mr. Brown, Mr. Mitchell, Mr. Karanja  
**Others Present:** Mrs. Thomas, Ms. Brower, Ms. Dumenigo  
**Absent:** Dr. Richards, Mr. Julien, Mr. Tiggs  
**\*Mr. Julien arrived after the meeting had commenced.**

**This meeting was publicized in the following papers: Newark Star Ledger, Orange Record, Newark Leader, East Orange Transcript**

**IMPORTANT DATES TO REMEMBER:**

*April 28<sup>th</sup> - next Board Meeting*

Topic	Discussion	Outcome
<b>I. Welcome</b>	Greetings and introductions by Board members	
<b>II. Call to Order/Pledge</b>	Mr. Mitchell called the meeting to order at 7:10 pm. Pledge was recited Roll call was done by Mr. Mitchell Announcement of publications- Mrs. Thomas	
<b>III. Approval of Board Minutes</b>	<ul style="list-style-type: none"> <li>• March 21<sup>st</sup> Board Minutes #4 on the first page should say motion to accept budget, not minutes...it's also on page 2</li> <li>• March 10<sup>th</sup> regular session minutes on page 6 the word <b>severe</b> next to Epi Pen was a typo</li> <li>• March 10<sup>th</sup> minutes- New Business section- the last two sentences need periods at the end and the last motion to adjourn meeting sentence should have a period at the end also.</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Board Minutes</b></p>	<p><b><u>Resolution to approve minutes from previous meetings</u></b>  <b>Motion to approve:</b>            Mr. Brown  <b>Seconded:</b> Ms. Albert</p> <p><b><u>Vote:</u></b>            Mr. Brown- in favor            Ms. Albert- in favor            Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>

Topic	Discussion	Outcome
<p><b>IV. Resolution to accept Bill List and Payroll</b></p>	<ul style="list-style-type: none"> <li>• Tabled until Mr. Julien arrives (7:16 pm)</li> <li>• Mr. Julien arrived at 8:02pm and we returned to this tabled matter.</li> <li>• Mr. Julien had sent a report in an earlier email to members</li> <li>• \$215, 855.16 is the total for the bill list for March</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Bill List and Payroll</b></p>	<p><b><u>Resolution to Accept the Bill List and Payroll</u></b></p> <p><b>Motion to approve:</b> Ms. Albert <b>Seconded:</b> Mr. Brown</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<p><b>V. Treasurer's Report</b></p>	<ul style="list-style-type: none"> <li>• Mr. Karanja explained each line of the report regarding the government fund along with other expenditures and deductions.</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Treasurer's report</b></p>	<p><b><u>Motion to accept the Treasurer's Report</u></b></p> <p><b>Motion:</b> Mr. Brown <b>Seconded:</b> Ms. Albert</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>

Topic	Discussion	Outcome
<p><b>VI. Resolution to Accept Board Secretary's Report</b></p>	<ul style="list-style-type: none"> <li>• Mr. Julien provided an overview of the report and confirmed that we are within our budget.</li> <li>• Mr. Mitchell asked whether there were any concerns regarding the budget and Mr. Julien said that everything was fine. We are actually working off a budget for 199 students so we are in a good place.</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Board Secretary's Report.</b></p>	<p><b><u>Motion to Accept Board Secretary's Report</u></b></p> <p><b><u>Motion:</u></b> Mr. Brown <b><u>Seconded:</u></b> Ms. Albert</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<p><b>VII. Principal's Report</b></p>	<p><b><u>Mrs. Thomas:</u></b></p> <ul style="list-style-type: none"> <li>• In the area of staffing we were able to fulfill the teacher for the maternity position for Mrs. Quinn- Language Arts, Bachelor of Arts from William Paterson, Standard Certification for K-8, interviewed by Mrs. Quinn and Mrs. Thomas.</li> <li>• Special Education document was distributed to the Board Members for review and a resolution will be presented later on throughout the meeting.</li> <li>• In terms of contracts, we are approaching the time for those to be distributed. We have also included a probationary clause for staff for 3 months. Another change was in credentials part regarding a follow up with criminal history in addition to certification. The language of getting paid bi-monthly was changed to getting paid twice a month, final approval for employment must be approved by the Board of Trustees.</li> <li>• We have also created a security officer contract to employ a security officer to serve during critical times for our students (morning arrival, dismissal). At present, providing security for one hour in the morning, one hour in the afternoon.</li> <li>• The Affirmative Action team will conduct a needs assessment. We have some parents and teachers who are interested in serving on that committee. Mr. Silver will be setting up meeting times.</li> <li>• We are looking forward to distributing our 3<sup>rd</sup> trimester progress reports next Friday.</li> <li>• NJASK testing begins the first week in May for 7<sup>th</sup> and 8<sup>th</sup> graders and the following week for 5<sup>th</sup> and 6<sup>th</sup> graders.</li> <li>• A gentleman came in on Thursday to test the building</li> </ul>	

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	<p>for asbestos and now they can move forward and prepare the plan for our school.</p> <ul style="list-style-type: none"> <li>Enrollment: Grade 5 &amp; 6 → fully enrolled Grade 7 → 2 openings but we have referred to our wait list Grade 8 → 11 openings Total Enrolled → 227 students</li> </ul> <p><b><u>Ms. Dumenigo:</u></b></p> <ul style="list-style-type: none"> <li>She attended an NJASK workshop that reviewed security measures, test distribution, room set-up. This Friday (4/17) we will conduct a workshop for our faculty about testing and the procedures.</li> <li>During our budget meeting we discussed getting security systems for additional protection. We are waiting on quotes from two other companies. It will include cameras in the front, as well as the basement and other areas.</li> <li>501c3 update- we are in our final review phase. The only thing needed is an amendment to our bylaws that states if we should no longer be a group, then we won't divide the money among ourselves.</li> </ul>	
<p><b>VIII. Approval of Revised Special Education Policies</b></p>	<ul style="list-style-type: none"> <li>Mr. Mitchell raised the issue regarding surrogate parents—he inquired about the legal definition of the term surrogate parents</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Revised Special Education Policies.</b></p>	<p><b><u>Motion to approve Revised Special Education Policies</u></b></p> <p><b><u>Motion:</u></b> Ms. Albert <b><u>Seconded:</u></b> Mr. Brown</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<p><b>IX. Resolution to Adopt the ERES Contract for Occupational and Physical Therapy 2009-2010</b></p>	<ul style="list-style-type: none"> <li>We used their services this year and now we need to renew our contract.</li> <li>Changes- hourly rate \$95 for occupational therapy</li> <li>Hourly rate- \$95 for physical therapy</li> <li>Administrative team will follow up with rates</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve Resolution to Adopt the ERES Contract for Occupational and Physical Therapy.</b></p>	<p><b><u>Motion to Adopt the ERES Contract for Occupational and Physical Therapy</u></b></p> <p><b><u>Motion:</u></b> Ms. Albert <b><u>Seconded:</u></b> Mr. Brown</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor</p>

Topic	Discussion	Outcome
		<p>Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<p><b>X. Approval of New Hire</b></p>	<ul style="list-style-type: none"> <li>Hiring of new Language Arts teacher to replace Mrs. Quinn for maternity leave.</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the New Hire.</b></p>	<p><b><u>Motion to Approve the New Hire</u></b></p> <p><b><u>Motion:</u></b> Mr. Brown <b><u>Seconded:</u></b> Ms. Albert</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<p><b>XI. Approval of AA team to begin CEP Needs Assessment</b></p>	<ul style="list-style-type: none"> <li>Comprehensive Equity Plan.</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the AA team to begin CEP Needs Assessment.</b></p>	<p><b><u>Motion for Approval of AA team to begin CEP Needs Assessment</u></b></p> <p><b><u>Motion:</u></b> Mr. Brown <b><u>Seconded:</u></b> Ms. Albert</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<p><b>XII. Approval of Contract Addition</b></p>	<ul style="list-style-type: none"> <li>See notes regarding changes in Principal's Report above</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Contract Addition.</b></p>	<p><b><u>Motion to Approve Contract Addition</u></b></p> <p><b><u>Motion:</u></b> Mr. Brown <b><u>Seconded:</u></b> Ms. Albert</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p>

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		<b>Motion Carried</b>
<b>XIII. Approval of Security Officer Contract</b>	<ul style="list-style-type: none"> <li>• A parent suggested that we hire a retired cop to be stationed at the school all day long, someone that we can refer to during activities hosted at the school, etc.</li> <li>• Another parent proposed that we send out a proposal to the police departments inquiring whether there are any officers that would be willing to volunteer their time during the school day.</li> <li>• Mr. Mitchell noted a typo in section 4.</li> <li>• Another question raised regarded payment for the officers.</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the Security Officer Contract.</b></p>	<p><b><u>Motion to Approve Security Officer Contract</u></b></p> <p><b><u>Motion:</u></b> Ms. Albert <b><u>Seconded:</u></b> Mr. Brown</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<b>XIV. Approval of set up of Petty Cash Fund</b>	<ul style="list-style-type: none"> <li>• This matter was previously discussed at the budget meeting.</li> </ul> <p><b>Be it resolved that the Board of Trustees of Pride Academy Charter School approve the set up of the Petty Cash Fund.</b></p>	<p><b><u>Motion to Approve set up of Petty Cash Fund</u></b></p> <p><b><u>Motion:</u></b> Ms. Albert <b><u>Seconded:</u></b> Mr. Brown</p> <p><b><u>Vote:</u></b> Mr. Brown- in favor Ms. Albert- in favor Mr. Mitchell- in favor</p> <p><b>Motion Carried</b></p>
<b>XVI. New Business</b>	<ul style="list-style-type: none"> <li>• Tabled to the next meeting.</li> </ul>	
<b>XVII. Old Business</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>XVII. Comments from the Public</b>	<ul style="list-style-type: none"> <li>• Parent of Brielle Beverly (Dad). The parent asked if the Board had a record of how many suspensions take place each month.</li> <li>• Mr. Mitchell explained that the Board only received information about students that were of concern from the Administrators.</li> <li>• The parent expressed that he did not agree with reasons that students were being suspended for- for instance if a child ran out of the room without permission they should be kept after school or given a</li> </ul>	

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	<p>written assignment, rather than suspension.</p> <ul style="list-style-type: none"> <li>• The parent also suggested that we ask parents to donate a case of water because he did not feel that the students were receiving adequate amounts of water.</li> <li>• Another concern regarded students receiving breakfast each day.</li> <li>• Mr. Mitchell said that the board would look into all of these concerns.</li> <li>• Ms. Wheeler introduced herself to the Board and discussed some of the ideas and programs that she would like to implement in the school.</li> <li>• Mr. Beverly inquired whether the Board approved the suspensions and reasons for suspensions. He also requested that the Board request a report regarding the number of suspensions each month.</li> <li>• Mr. Mitchell continued to reassure Mr. Beverly that we would look into the matters he discussed.</li> </ul>	
<p><b>XVI. Motion to Adjourn</b></p>	<ul style="list-style-type: none"> <li>• Mr. Mitchell thanked the public for their comments.</li> <li>• The meeting was adjourned at 8:44pm to meet in Executive Session to discuss student and staff concerns</li> </ul>	