

Board Meeting Minutes

Organization: Pride Academy Charter School Board Meeting
President: Mr. Mitchell
Time: 6:35pm
Place: Hybrid (In School Building and virtual via Zoom)
Date: June 18, 2025
Minute Taker: Mrs. Wilson

Board Members Present: Mrs. D. Taylor, Ms. M. Brown, Ms. A. Taylor, Mr. Mitchell, Mrs. Spence, Mr. Moore (arrived at 7:27pm)

Others Present: Ms. Dumenigo, Mr. Ofstad, Dr. Jones, Mrs. Dockery

IMPORTANT DATES TO REMEMBER:

Next Board Meeting: Wednesday, July 23, 2025 at 6:30 pm.

CALL TO ORDER: The meeting was called to order at 6:35pm and Roll Call was taken.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF PUBLICATIONS: The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, The Pride Academy Charter School Board of Trustees has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Star-Ledger and on NJ.COM under Legal Notices and posted on the school website.

APPROVAL OF THE AGENDA FOR THE BOARD MEETING: Resolution to Accept Agenda for June 18, 2025, Regular Meeting - Attachment 1

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence- in favor

Motion Carried

BOARD VOTED: To Accept Agenda for June 18, 2025, Regular Meeting - Attachment 1

COMMENTS FROM THE PUBLIC:

Public Comments regarding the non-renewal of Mr. Ofstad were made.

Approval of Board Minutes

Resolution to Approve the Minutes from the April 23, 2025, Regular Meeting – Attachment 2

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Motion Carried

BOARD VOTED: To Approve the Minutes from the April 23, 2025, Regular Meeting – Attachment 2

Financial Committee Report by School Business Administrator

The School Business Administrator provided the following updates and financial items for review and approval:

1. Fiscal Year Transition and Food Service Audit
The school will begin closing out the 2024–2025 fiscal year and preparing accounting and financial systems for the 2025–2026 school year as of July
2. A recent audit of the food service program yielded positive feedback. In response, the administration has updated its Standard Operating Procedures (SOPs), including policies such as Offer vs. Serve.
3. New Hires: Lina Lopez and Tiffany Caldwell.
4. Financial Resolutions
 - F1: Approval of the bills list
 - F2: Approval of June payroll expenses
 - F3: Approval of the FICA Reimbursement Report through June 30th
 - F4: Final drawdown approval of \$42,366 for Fund 20 (IDEA, Title I, and Title IV).
 - F5: Approval of the Board Secretary Report and bank reconciliations for May, confirming no overextended line items.
 - F6: Approval of budget transfers
 - F7: Approval year-end stipends and employee bonuses
 - F8: Approval of summer pay reimbursements for exiting staff
 - F9: Approval of stipends for summer programs, including 10-day enrichment, SEL programming, ELA curriculum training, and *Nurtured Heart* training for up to 8 teachers.
 - F10: Approval of summer pay for 10-month returning staff beginning August 18, including Orientation training, wellness stipend and return bonus.
 - F11: Approval of a 30-day employment agreement for Camille Oates for training

F1. Resolution to Accept the Bills List for General and Special Revenue Funds, and Student Activities for the current period: May 24, 2025 – June 17, 2025 - Attachment F1

General Funds Fund 10/11 - \$346,757.73
Special Revenue Funds 20 – \$23,492.00
Food Services Fund 60 - \$6,333.16
Student Activities - \$15,137.92

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Accept the Bills List for General and Special Revenue Funds, and Student Activities for the current period: May 24, 2025 – June 17, 2025 - Attachment F1

F2. Resolution to Accept Payroll Expense for the current month payroll period(s) ending June 15, 2025 (\$165,841.50) & June 30, 2025 (\$243,156.83)- Attachment F2

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Accept Payroll Expense for the current month payroll period(s) ending June 15, 2025 (\$165,841.50) & June 30, 2025 (\$243,156.83)- Attachment F2

F3. Resolution to Accept the FICA Reimbursement Report through June 30, 2025 - Attachment F3

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor
Mr. Moore- in favor
Motion Carried

BOARD VOTED: To Accept the FICA Reimbursement Report through June 30, 2025 - Attachment F3

F4. Resolution to Approve the Fund 20 Grant drawdowns totaling \$42,366 from IDEA (\$4,651), ESEA - Title IA (\$29,545), and Title IV (\$8,170) for expenditures through June 2025 – Attachment F4

**Motion to approve: Ms. A. Taylor
Seconded: Ms. Brown**

Vote:

Ms. A. Taylor- in favor
Mr. Mitchell- in favor
Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor
Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the Fund 20 Grant drawdowns totaling \$42,366 from IDEA (\$4,651), ESEA - Title IA (\$29,545), and Title IV (\$8,170) for expenditures through June 2025 – Attachment F4

F5. Board Secretary's Report & Certification – Attachment F5
Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of May 31, 2025, that no major budgetary line-item account expenditure exceeds the amount appropriated by the district Board of Education and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.


Charlene Jones, SBA


June 18, 2025

F6. Resolution to Approve Budget Transfer(s) for 2024-2025 school year, Pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6A:23A-13.

**Motion to approve: Ms. A. Taylor
Seconded: Ms. Brown**

Vote:

Ms. A. Taylor- in favor
Mr. Mitchell- in favor
Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor

Mr. Moore- in favor
Motion Carried

BOARD VOTED: To Approve Budget Transfer(s) for 2024-2025 school year, Pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6A:23A-13.

F7. Resolution to Approve the payment of year-end bonus payments for the 2024-2025 school year, in the amount of \$58,600 for unused personal days, co-curricular stipends, school growth bonus, leadership, and extracurricular activities.

**Motion to approve: Ms. A. Taylor
Seconded: Ms. Brown**

Vote:

Ms. A. Taylor- in favor
Mr. Mitchell- in favor
Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor
Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the payment of year-end bonus payments for the 2024-2025 school year, in the amount of \$58,600 for unused personal days, co-curricular stipends, school growth bonus, leadership, and extracurricular activities.

F8. Resolution to Approve the payment of summer pay reimbursements for the 2024-2025 school year for exiting staff and July/August disbursements in the amount of \$ for staff in the 12-month program.

**Motion to approve: Ms. A. Taylor
Seconded: Ms. Brown**

Vote:

Ms. A. Taylor- in favor
Mr. Mitchell- in favor
Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor
Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the payment of summer pay reimbursements for the 2024-2025 school year for exiting staff and July/August disbursements in the amount of \$ for staff in the 12-month program.

F9. Resolution to Approve stipends for the Summer Programs effective July 1, 2025, for the Summer Enrichment Program, Summer SEL Program, ELA Curriculum Writing & Training.

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve stipends for the Summer Programs effective July 1, 2025, for the Summer Enrichment Program, Summer SEL Program, ELA Curriculum Writing & Training.

F10. Resolution to Approve summer pay for 10-month employees for professional development and training, Return and Wellness stipends, as per the approved budget at a rate of \$225/diem, for the 2025-2026 school year.

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve summer pay for 10-month employees for professional development and training, Return and Wellness stipends, as per the approved budget at a rate of \$225/diem, for the 2025-2026 school year.

F11. Resolution to Approve the 30-day employment agreement for Food Services Training by Ms. Camille Oates, from July 1, 2025 – July 31, 2025.

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the 30-day employment agreement for Food Services Training by Ms. Camille Oates, from July 1, 2025 – July 31, 2025.

Facilities Report (Verbal Report by Dr. Jones)

The following additional facilities updates were provided:

- **Lead Testing Compliance:** The water lead testing report will be uploaded to the school website by June 30th in compliance with state requirements.
- **Critical Incident Mapping:** The school's critical response maps, developed in coordination with a state-provided vendor, have been finalized. These maps include detailed layouts to be shared with law enforcement and administration. As part of this initiative, numbered door signs have been ordered to facilitate emergency response access.
- **Great Room & Staff Kitchen Improvements:** Quotes are currently being obtained for updates to the Great Room and Staff Kitchen.
- **Facilities Requests:** Teachers submitted room-specific maintenance requests during end-of-year checkout. Mrs. Dockery has also conducted walkthroughs of common areas to assess further needs.
- **Summer School Building Accommodations:** Programming will be limited to the original school building. Incoming 5th grade students will use the basement and Room 202 (connected to the Great Room). Due to the large number of Algebra I students, that group will utilize the Great Room as instructional space.
- **Further updates on projects discussed at the May meeting will be shared as they progress. The administration continues to work with the architect on a list of ongoing facilities items.**

F12. Resolution to Submit the 2024-2025 Right To Know Survey containing information on health hazards, exposure limits, personal protective equipment, proper handling, first aid, and emergency procedures for fires and spills due July 15, 2025.

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Submit the 2024-2025 Right To Know Survey containing information on health hazards, exposure limits, personal protective equipment, proper handling, first aid, and emergency procedures for fires and spills due July 15, 2025.

Principal report:

Instructional, Staffing, and Compliance Updates

Mr. Ofstad provided updates on staffing, instructional compliance, and state reporting deadlines:

- Acknowledgement of Staff Contributions: Appreciation was extended to staff members involved in year-end planning and student activities, recognizing their role in ensuring a successful and enjoyable conclusion to the school year.
- 2025–2026 School Calendar: The calendar for the 2025–2026 academic year has been approved and submitted to the New Jersey School Boards Association.
- HIB and School Climate Reports: There have been no new Harassment, Intimidation, and Bullying (HIB) incidents since the last report; the data remains unchanged. A draft report template for HIB incidents has been developed by Ms. Brower and the Principal. Board members were invited to review the draft during the second reading of policies to ensure it meets their expectations. The draft outlines all required steps in the 10-step HIB process. While the steps are not listed in strict numerical order, all mandated actions are included.
- Staffing Updates: The Principal recognized the collaborative efforts of Dr. Jones, Mrs. Quinn, Mrs. Wilson, and Ms. Dumenigo in facilitating teacher recruitment. Two new teachers have been hired for known vacancies: one for Spanish and one for ELA. These appointments will be included in the evening's resolutions. In addition, staff completed their end-of-year documentation logs, providing evidence of professional growth, feedback implementation, and reflective practice, which will inform their final evaluations.
- Equity and Compliance Reporting:
 - Comprehensive Equity Plan: The Principal reviewed the upcoming submission due June 23. The plan assesses whether the school is in compliance with required policies and practices. While most areas are compliant, a gap was identified in the delivery of the Holocaust curriculum as mandated by the state. An action plan has been developed (Appendix C, page 46–47 of the board packet) to address the deficiency. The plan outlines timelines and strategies for integrating the curriculum across all grade levels. Mrs. Wilson and Mr. Geiger are leading this effort, in collaboration with the Social Studies department.
 - Safe Return Plan: This plan, originally developed during the COVID-19 pandemic, outlines health and safety protocols including mask usage and social distancing. It must be submitted and posted to the website by June 30.
 - Statement of Assurance: A formal statement will be submitted by June 30 affirming that all required fire and school safety drills were conducted monthly during the academic year.
 - Annual School Plan and Report: These items will be presented at the July board meeting, as they are due following that session.

R1. Resolution to Approve new contract for Guadalupe Perlera, Spanish Teacher, for the 2025-2026 school year – Attachment R2

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor
Mr. Mitchell- in favor
Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor
Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve new contract for Guadalupe Perlera, Spanish Teacher, for the 2025-2026 school year – Attachment R2

R2. Resolution to Approve new contract for Mariam Sarwari, ELA Teacher, for the 2025-2026 school year – Attachment R2

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor
Mr. Mitchell- in favor
Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor
Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve new contract for Mariam Sarwari, ELA Teacher, for the 2025-2026 school year – Attachment R2

R3. Resolution to Approve new contract for Lina Lopez, Business Office Administrative Assistant, for the 2025-2026 school year – Attachment R3

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor
Mr. Mitchell- in favor
Ms. M. Brown- in favor
Mrs. D. Taylor- in favor
Mrs. Spence-in favor
Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve new contract for Lina Lopez, Business Office Administrative Assistant, for the 2025-2026 school year – Attachment R3

R4. Resolution to Approve the submission of Statement of Assurance (SOA) for Essex County School Security Drills

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the submission of Statement of Assurance (SOA) for Essex County School Security Drills

R5. Resolution to Approve the submission of the LEA Plan for Safe Return to In-Person Instruction and Continuity of Service

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the submission of the LEA Plan for Safe Return to In-Person Instruction and Continuity of Service

R6. Resolution to Approve the submission of the Comprehensive Equity Plan (CEP)

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the submission of the Comprehensive Equity Plan (CEP)

R7. Resolution to Approve the Stronge Teacher and Leader Evaluation System 2025-2026 school year.

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the Stronge Teacher and Leader Evaluation System 2025-2026 school year.

R8. Resolution to Accept the (Annual) Transportation Procedures for Displaced Students (Foster Care).

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Accept the (Annual) Transportation Procedures for Displaced Students (Foster Care).

R9. Resolution to Approve Instructional and Assessment Systems and resources as follows for the 2025-2026 school year.

1. PowerSchool (All variations)
2. Moby Max
3. I-Ready
4. Linkit
5. Rocketlit
6. EDplan
7. DBA Goalbook
8. Peardeck
9. DeltaMath
10. IXL Math
11. BrainPOP
12. Fishtank Learning
13. No Red Ink
14. Generation Genius
15. GoGuardian
16. AIMS WebPlus

17. **Frontline**
18. **Blooket**
19. **TPT – Teachers Pay Teachers**
20. **Minga**

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve Instructional and Assessment Systems and resources as follows for the 2025-2026 school year.

New Business

Ms. Dumenigo, Vice Principal shared several highlights from recent end-of-year events, expressing gratitude to staff and the Business Office for their essential support in bringing these celebrations to life.

- Spirit Week and Celebrations: The end-of-year activities were a success, made possible through the collaboration of dedicated staff and logistical support from the Business Office.
- Field Day: Coordinated by Mr. Altamirano, this year's Field Day featured a DJ for the first time, generously sponsored by Friends of Pride. A well-organized cookout, managed by the Business Office, further enhanced the day.
- School Play – *Moana Jr.*: The school production was a resounding success. Thanks to the Double Good popcorn fundraiser, which raised nearly \$4,000, students performed using professional wireless microphones—critical for middle schoolers to be heard clearly. Special thanks were extended to Ms. Tynes and Mr. Paul for their leadership and dedication.
- Arts Lab Day: Through a partnership with Young Audiences of New Jersey and East Orange, students participated in hands-on artistic experiences:
 - 5th grade created origami sun catchers.
 - 6th grade worked with circus performers to learn juggling and balancing.
 - 7th grade engaged in a photography and light project.

All students enjoyed the activities, which provided enriching, creative outlets aligned with their energy and interests.

- "Meet the Greeks" Event: Organized by dance teacher Mr. Messiah, this event brought representatives from Black and Latino fraternities, sororities, and social clubs to campus. These organizations delivered a powerful message about the importance of academics, community service, and leadership. Students benefited from seeing college students of color who shared relatable experiences and aspirations.
- Storytelling Grant Program: Thanks to a \$10,000 grant secured by 5th grade ELA teacher Mr. Nelson, students worked with an African storyteller for 10 weeks. They developed writing skills focused on visualization, alliteration, and oral

storytelling. The program culminated in live student performances, and staff are now integrating these techniques into future narrative writing instruction.

- Graduation Ceremony: The 8th grade graduation was a beautiful and inspiring event, reinforcing the school's mission and community values. Appreciation was expressed to board and staff members in attendance, and special recognition was given to Mr. Mitchell, who was unable to attend for the first time but was acknowledged in spirit.

The Vice-Principal concluded by noting preparations are underway for the upcoming summer programs, with additional details to be shared by Ms. Wilson.

Board Member Candidate: Introduced Ms. Shakia Mayer as a new Board member.

Old Business

- **HIB Policy – 2nd Read and Adoption**

Motion to approve: Ms. A. Taylor

Seconded: Ms. Brown

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: To Approve the HIB policy

- Discussed the Policy Review Update and the NJSBA response
- Pride's Strategic Planning Update - No update by the Principal this year
- Ongoing Board Training for members

10. Motion to Adjourn Regular Meeting/Open Reorganization Meeting

Vote:

Ms. A. Taylor- in favor

Mr. Mitchell- in favor

Ms. M. Brown- in favor

Mrs. D. Taylor- in favor

Mrs. Spence-in favor

Mr. Moore- in favor

Motion Carried

BOARD VOTED: to adjourn the meeting at 8:12pm

The next Regular Board Meeting is scheduled for Wednesday, July 23, 2025