

COMMUNITY CHARTER SCHOOL OF PATERSON

MINUTES FROM THE REORGANIZATION MEETING OF THE BOARD OF TRUSTEES

JULY 30, 2020

The Board of Trustees of the Community Charter School of Paterson (the “School”) held a Reorganization Meeting of the Board of Trustees on Thursday, July 30, 2020 via the Zoom platform due to the public health emergency. The public was able to participate in the meeting by dialing 1-646-876-9923.

1. CALL TO ORDER

Board President Michael DeBlasio called the meeting to order at **6:05 p.m.**

2. SALUTE TO THE FLAG

Mr. DeBlasio led all those assembled in a salute to the flag of the United States of America.

3. STATEMENT BY PRESIDING OFFICER

Mr. Deblasio stated: “I hereby announce that adequate notice of this meeting of the Board of Trustees of the Community Charter School of Paterson was given as required by the Open Public Meetings Act. Notice of this meeting was provided in a timely manner to the official newspapers, *The Herald News* and *The Record*. Copies of this notice were mailed to all persons who have requested that the Secretary of this Board do so.”

4. ROLL CALL

Board of Trustees:

Board President	X	Mr. Michael DeBlasio
Board Member	X	Ms. Marqweesha Guthrie
Board Member	X	Mr. Tamour Kousha
Board Member	X	Ms. Tamara Lugo
Board Member	X	Ms. Tiffany McBride
Board Member	X	Ms. Sophia Sample
Board Member	X	Mr. Boris Zaydel
CEO/Chief Advocate	X	Mr. Curtis Palmore
SBA/COO	X	Mr. Craig Smith
DCI	X	Dr. Lisa Schneider
School Founder Liaison	X	Mr. Robert Guarasci
SBA		Mr. Olugbenga Olabintan, CPA
Treasurer		Mr. Flavio Rivera

Visitors: See sign in sheets for details.

5. SWEARING-IN OF TRUSTEES

Passaic County Freeholder TJ Best swore-in Board Member Marqweesha Guthrie for her new term. Ms. Guthrie read the oath aloud and attested to uphold the post.

5. COMMENTS FROM THE PUBLIC

No comments were offered from the public.

6. CORRESPONDENCE

Mr. Curtis Palmore advised that there was no correspondence to present.

7. BOARD PRESIDENT’S REPORT

Mr. Michael DeBlasio welcomed board members, leadership and staff to the 2020 Reorganization Meeting, and 20-21 school year.

8. NOMINATIONS FOR PRESIDENT

Mr. Boris Zaydel moved to nominate Mr. Michael DeBlasio for Board President. Ms. Marqweesha Guthrie seconded.

Moved: Mr. Zaydel Second: Ms. Sample Roll Call:

	Mr. DeBlasio	Ms. Guthrie	Mr. Kousha	Ms. Sample	Ms. McBride	Ms. Lugo	Mr. Zaydel
YEA	X	X	X	X	X	X	X
NAY							
ABSENT							
ABSTAINED							

9. NOMINATIONS FOR VICE-PRESIDENT

Mr. Michael DeBlasio moved to nominate Dr. Tiffany McBride for Board Vice-President. Mr. Tamour Kousha seconded.

Moved: Mr. Powell Second: Mr. Kousha Roll Call:

	Mr. DeBlasio	Ms. Guthrie	Mr. Kousha	Ms. Sample	Ms. McBride	Ms. Lugo	Mr. Zaydel
YEA	X	X	X	X	X	X	X
NAY							
ABSENT							
ABSTAINED							

10. REOPENING PLAN

Mr. Curtis Palmore, CEO, presented the CCSP Reopening Plan for reopening in consideration of the COVID-19 pandemic. Mr. Palmore advised that the plan has been developed in accordance with New Jersey state requirements for public schools, and was presented to the Curriculum & Instruction committee of the Board of Trustees. Dr. Lisa Schneider, Director of Curriculum and Instruction, presented the schedule and key elements of instructional programming of the plan. Dr. Schneider advised that the initial survey of parents and guardians indicated that 30% of families would opt to have students participate in remote learning. Dr. Schneider expressed that this is a percentage that may change as the first day of school approaches. Dr. Schneider provided an overview of the virtual/remote learning model including daily learning schedule, opportunities to collaborate with other students, and weekly meetings to provide teacher feedback to students. Dr. Schneider provided an overview of the on-site learning including mindfulness warm-ups, teacher delivered instruction via live streaming, and precautions to prevent students from sharing materials

for sanitizing purposes. Dr. Schneider advised that there will be a virtual Parent Meeting on Tuesday, August 12, 2020. Board members asked a series of questions pertaining to the plan and Mr. Palmore and Dr. Schneider provided responses and clarifications.

Ms. Chloe Lewis, Principal at the Elementary School campus, provided an overview of operational and physical preparations underway for grades K through 4 at 75 Spruce Street. Mr. Michael Bussacco, Principal at the Middle School campus, provided an overview of operational and physical preparations for grades 5 through 8 at 8 Morris Street. Board members asked questions and Ms. Lewis and Mr. Bussacco provided responses.

Ms. Dacil Tilos presented an overview of the Reopening Plan for Community Schools. Ms. Tilos provided preliminary schedules for before school and after school programming. Ms. Tilos advised that there will be remote ELT opportunities for students.

11. TREASURER’S REPORT

A Board Treasurer’s Report was not presented.

12. SECRETARY’S REPORT

A Board Secretary’s Report was not presented.

13. COMMITTEE REPORTS

- A. **Curriculum & Instruction** met on 7/29 and discussed re-opening plan, curriculum revisions, and items included in resolution.
- B. **Finance & Facilities** met on 7/23 and discussed routine F&F items, 8 Morris construction, and items included in resolution.
- C. **Personnel** met on 7/30 and discussed new hires, status changes, resignations and items included in resolution.
- D. **Policies & Procedures** met on 7/16 and discussed new policies to be presented ahead of the next school year.
- E. **Grievances** did not meet.

14. PUBLIC READING OF BOARD MEMBER CODE OF ETHICS

Mr. DeBlasio, Board President, read aloud the Board Member Code of Ethics.

15. SELECTION OF BOARD COMMITTEE MEMBERS

Mr. DeBlasio stated that current committee assignments will remain the same.

16. RESOLUTIONS/ACTION ITEMS

A. Minutes

- i. **FY2021-0730-M-001: Approval of Minutes from June 26, 2020**
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0730-M-002: Approval of Minutes from July 9, 2020**
The motion passed. The Board adopted the resolution.

B. Curriculum & Instruction

- i. **FY2021-0730-C-001: Adoption of Social Emotional Learning Program**
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0730-C-002: Approval of Updated School Calendar for 2019-2020**
The motion passed. The Board adopted the resolution, as amended.

C. Finance & Facilities

- i. **FY2021-0730-FF-001: Board Treasurer's Report for June 2020**
Consideration of this resolution was postponed.
- ii. **FY2021-0730-FF-002: Board Secretary's Report for June 2020**
Consideration of this resolution was postponed.
- iii. **FY2021-0730-FF-003: Operations Bill List for July 2020**
The motion passed. The Board adopted the resolution, as amended.
- iv. **FY2021-0730-FF-004: Student Activity Bill List for July 2020**
The motion passed. The Board adopted the resolution.
- v. **FY2021-0730-FF-005: Food Services Bill List for July 2020**
Consideration of this resolution was postponed.
- vi. **FY2021-0730-FF-006: Supplemental Bill List for July 2020**
The motion passed. The Board adopted the resolution.
- vii. **FY2021-0730-FF-007: Approval of Payroll Report for June 2020**
The motion passed. The Board adopted the resolution.
- viii. **FY2021-0730-FF-008: Approval of Vendor Contracts / Agreements**
The motion passed. The Board adopted the resolution.
- ix. **FY2021-0730-FF-009: Approval of June/July In-Between Checks and Online Payments (Operational)**
The motion passed. The Board adopted the resolution.
- x. **FY2021-0730-FF-010: Approval of June/July In-Between Checks and Online Payments (Supplemental)**
The motion passed. The Board adopted the resolution.
- xi. **FY2021-0730-FF-011: Approval of Treasurer & Internal Auditor**
The motion passed. The Board adopted the resolution.
- xii. **FY2021-0730-FF-012: Establishment of Bank Depository**
The motion passed. The Board adopted the resolution.
- xiii. **FY2021-0730-FF-013: Appointment of Custodian of Petty Cash**
The motion passed. The Board adopted the resolution.

- xiv. **FY2021-0730-FF-014: Approval of New Bid Threshold Adoption**
The motion passed. The Board adopted the resolution.

D. Personnel

- i. **FY2021-0730-P-001: Approval of Status Changes**
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0730-P-003: Approval of New Hires**
The motion passed. The Board adopted the resolution.
- iii. **FY2021-0730-P-003: Approval of Updated Policies & Procedures 1st Reading**
The motion passed. The Board adopted the resolution.
- iv. **FY2021-0730-P-004: Approval of Submission of 2019-20 Annual Report**
The motion passed. The Board adopted the resolution.

E. Policies & Procedures

- i. **FY2021-0730-PP-001: Adoptions, Appointments and Designations**
The motion passed. The Board adopted the resolution.
- ii. **FY2021-0730-PP-002: Approval of Official Board Meeting Calendar**
The motion passed. The Board adopted the resolution, as amended.

17. EXECUTIVE SESSION

- i. Motion & Second to enter Executive Session

The Board discussed contracts for 12 month personnel.

Moved: Mr. Zaydel Second: Ms. Guthrie Roll Call:

	Mr. DeBlasio	Ms. Guthrie	Mr. Kousha	Ms. Lugo	Dr. McBride	Ms. Sample	Mr. Zaydel
YEA	X	X	X	X	X	X	X
NAY							
ABSENT							
ABSTAINED							

The motion passed. Meeting entered Executive Session at **9:00 p.m.**

- ii. Motion & Second to exit Executive Session

Moved: Ms. Sample Second: Ms. Lugo Roll Call:

	Mr. DeBlasio	Ms. Guthrie	Mr. Kousha	Ms. Lugo	Dr. McBride	Ms. Sample	Mr. Zaydel
YEA	X	X	X	X	X	X	X
NAY							
ABSENT							
ABSTAINED							

The motion passed. Meeting exited Executive Session at **9:12 p.m.**

18. ADJOURNMENT

Motion & Second to Adjourn

Moved: Dr. McBride

Second: Ms. Guthrie

Roll Call:

	Mr. Powell	Mr. DeBlasio	Mr. Kousha	Ms. Sample	Dr. McBride	Ms. Lugo	Mr. Zaydel
YEA	X	X	X	X	X	X	X
NAY							
ABSENT							
ABSTAINED							

The motion passed. Meeting adjourned at **9:17 p.m.**