

**Sharon Wells, Principal**  
**David Block, Business Administrator**

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Englewood, New Jersey 07631

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**WEDNESDAY, JUNE 22, 2022**  
**6:00 P.M. WORK SESSION / 7:00 P.M. REGULAR MEETING AGENDA**

**CALL TO ORDER BY PRESIDENT:**

This meeting is being held in compliance with the provisions of Chapter 231, Public Law 1975 known as the “Open Public Meeting Act”. Notice of this Meeting was furnished to the Star Ledger and posted upon the front door of the Englewood on the Palisades Charter School and/or the Bulletin Board located on the first floor of the school. There will be NO smoking during the public meeting. The exits are marked for emergency purposes. Due to the COVID-19 Pandemic, this meeting will be held virtually.

ROLL CALL	_____ Travis Waller, President	_____ Aree Booker, Vice-President
	_____ Glenn Coley	_____ Judy Khan
	_____ Felise Matlock	
	_____ Sharon Wells, Principal	_____ David Block, SBA/BS

**Flag Salute**

**Open Public Comment:**

**Teacher Comment:**

OLD BUSINESS:

NEW BUSINESS:

**INSTRUCTIONAL REPORT:**

2022-2023 Enrollment								
K	1	2	3	4	5	6	7	8
31	37	27	40	39	33	39	37	28

Available Slots:	#
Elementary (K-5) (216 Total)	9
Middle School (6-8) (108 Total)	4

**RECOMMENDATIONS OF THE PRINCIPAL / HEAD OF SCHOOL:**

Instruction

2022-2023 Departmentalized instruction from K-8  
Moving from trimester to quarterly grading cycles  
New Teacher Orientation  
Staff return for Professional Development  
3 additional student ½ days during the school year

Staffing

1 - TA  
2 - Elementary Teachers  
1 - MS SS  
2 - Leadership Team

**ES. Executive Session**

ES1. WHEREAS, Chapter 131, P.L. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive or private session under certain circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that

- it does hereby determine that it is necessary to meet in executive session on June 15, 2022 to discuss matters involving personnel, pending litigation and/or matters involving attorney/client privilege
- that the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion will take place at the meeting.

*Motion* \_\_\_\_\_

*Second* \_\_\_\_\_

*Time* \_\_\_\_\_

Roll Call:

_____ Travis Waller, President	_____ Aree Booker, Vice-President	_____ Glenn Coley
_____ Judy Khan	_____ Felise Matlock	

ES2. WHEREAS, Chapter 131, P.L. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive or private session under certain circumstances; and

WHEREAS, the Board met on June 15, 2022 with appropriate cause;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that The Board returns to public session where they may take action.

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_ *Time* \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan      \_\_\_\_\_ Felise Matlock

**A. Approval of Minutes**

A1. BE IT HEREBY RESOLVED BY THE ENGLEWOOD ON THE PALISADES BOARD OF TRUSTEES to accept the minutes of the following Board of Trustees Meeting; Regular Meeting for May 11, 2022 (**Attachment #1**):

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan      \_\_\_\_\_ Felise Matlock

**B. Personnel**

B1. RESOLUTION FOR STAFF HIRES BETWEEN BOARD OF TRUSTEE MEETINGS BY LEAD PERSON

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ on recommendation of the Principal, authorize Ms. Sharon Wells, to hire staff during the periods June 15, 2022 until the August 17, 2022 Summer Board Meeting; with the understanding that these requests for appointments will be brought before the full Englewood on the Palisades School Board of Trustees at the next regularly scheduled board meeting.

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan      \_\_\_\_\_ Felise Matlock

B2. RESOLUTION TO APPROVE STAFF FOR 2022-2023 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter “Board”) recognizes its responsibility to have highly qualified staff hired for the school year; and

WHEREAS, the Board has reviewed the recommendations of Ms. Wells, Principal; and

WHEREAS, the Board agrees with the recommendations as each staff member has met acceptable standards and possess the appropriate certification;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that the listed staff be contracted at the corresponding salaries for the 2022 –2023 school year. **(Attachment #2)**

Quan Graham	Teacher’s Assistant	\$42,048
Jasmin White	Grade 4 Teacher	MA-4 \$65,874
Ciera Thornton	Middle School Social Studies	BA-2 \$60,501
Ainsworth Minott	Grade 3 Teacher	BA-5 \$63,618
Dana Clark	Director of Curriculum & Instruction	\$123,000
Michael Owens	Supervisor of Specialized Instructional Services	\$113,000
Sikemia Wright	Business Office Support	\$3,000 per month (Expires 9.30.22)

*Motion* \_\_\_\_\_

*Second* \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
 \_\_\_\_\_ Judy Khan                      \_\_\_\_\_ Felise Matlock

**C. Instructional**

C1. RESOLUTION TO ENTER INTO CONTRACTS WITH EDUCATIONAL SERVICE PROVIDERS FOR THE 2022-2023 SCHOOL YEAR

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ on recommendation of the Principal to approve to enter into to contracts with the following educational service providers for the 2022-2023 school year. **(Attachment #3)**

<b>i-Ready</b>	<b>\$19,693</b>
<b>DIBELS/mClass/TRC with Dyslexia Screening</b>	<b>\$9,950</b>
<b>Imagine Learning- Illustrative Math,</b>	<b>\$63,647.36</b>
<b>Tools of the Mind K Curriculum,</b>	<b>\$7,500</b>
<b>Frontline - IEP Direct</b>	<b>\$28,470</b>

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan      \_\_\_\_\_ Felise Matlock

**D. Financial**

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ BE IT HEREBY RESOLVED BY THE ENGLEWOOD ON THE PALISADES BOARD OF TRUSTEES, to approve the following **(Attachment #4)**

Bill’s List for FY22  
Board Secretary’s Report for FY22  
Trial Balance Sheet for FY22

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan      \_\_\_\_\_ Felise Matlock

D2. APPROVAL OF VENDED MEAL SERVICE FOR THE 2021-2022 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter “Board”) received a recommendation from Mr. Barckett on May 3, 2018 after reviewing the vended school breakfast and lunch meals bids; and

WHEREAS, sealed bids were solicited, received, opened, recorded, and reviewed as per state law;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that the vended school breakfast and lunch contract is extended for the optional third year with Maschio’s Food Service Inc. from July 1, 2022 through June 30, 2023.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan                              \_\_\_\_\_ Felise Matlock

D3. APPROVAL OF THE SUBMISSION OF THE 2022 NJSIG SAFETY GRANT

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter “Board”) has reviewed the Grant Application for 2022 Safety Grant Program through the New Jersey School Insurance Group; and

WHEREAS, the Board certifies that the grant monies shall be used for the purposes described in the grant application in compliance with the structure of the grant,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Englewood on the Palisades Charter School, County of Bergen, State of New Jersey that Englewood on the Palisades Charter School agrees to file for the grant in the amount of \$3,451.00

Motion \_\_\_\_\_

Second \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan                              \_\_\_\_\_ Felise Matlock

D4. RESOLUTION TO APPROVE FORTITUDE INSURANCE GROUP AS BROKER OF RECORD FOR ALL LIABILITY AND PROPERTY INSURANCE

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ on recommendation of the Lead Person to approve Fortitude Insurance Group as Broker of Record for all Liability & Property Insurance.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
\_\_\_\_\_ Judy Khan                              \_\_\_\_\_ Felise Matlock

D5. RESOLUTION TO APPROVE BOARD OF TRUSTEE MEETING SCHEDULE FOR THE 2022-2023 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Englewood on the Palisades Charter School (hereinafter “Board”) has the responsibility to establish a time and place for all regular and public meetings; and

WHEREAS, it is agreed that the meeting schedule will be as follows;

DATE	WORK SESSION / REGULAR SESSION	LOCATION
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8/17/22	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
9/21/22	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
10/19/22	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
11/16/22	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
12/21/22	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
1/18/23	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
2/15/23	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
3/15/23	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
4/19/23	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
5/17/23	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood
6/21/23	6:00 PM / 7:00 PM	65 W. Demarest Ave., Englewood

*Motion* \_\_\_\_\_

*Second* \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Travis Waller, President      \_\_\_\_\_ Aree Booker, Vice-President      \_\_\_\_\_ Glenn Coley  
 \_\_\_\_\_ Judy Khan                      \_\_\_\_\_ Felise Matlock

**Open Public Forum:**

**Board Comments:**

**Announcement**

The next Board of Trustees meeting is scheduled for Wednesday, August 17, 2022 at 6:00 pm

**Adjourn**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn at \_\_\_ pm.  
 Ayes \_\_\_\_\_ Nays \_\_\_\_\_