

- I. **Call to Order By Board Chair**
- II. **Public Notice of Meeting/NJ Sunshine Law**

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted on in accordance with N.J.S.A 10:4-6 et seq. On the rules of this act, Elysian Charter School has caused notice of this meeting by Publicizing the date, time and place, of the regularly scheduled meeting in the Public Notice Section of the Jersey Journal and posted on the Elysian Charter School website at www.ecsnj.org and at the Elysian Charter School located at 1460 Garden Street, Hoboken, NJ 07030. Formal action will take place at this meeting.

III. **Roll Call**

| Voting Members | Role | Present | Absent |
|----------------------|--------------------|---------|--------|
| 1. Amanda Gordon | Board Chair | | |
| 2. Daniel Glynn | Board Trustee | | |
| 3. Christopher Gizzi | Board Trustee | | |
| 4. Chris DeFilippis | Board Trustee | | |
| 5. Erin Curtiss | Board Trustee | | |
| 6. Michael Gazaleh | Board Trustee | | |
| 7. Jaime Marchand | Board Trustee | | |
| 8. Bernadette Reagan | Board Trustee | | |
| 9. Limor Faraguna | *New Board Trustee | | |

Also Present

| Non-Voting | Role | Present | Absent |
|---------------------|-------------------------------|---------|--------|
| Susan Grierson | Director | | |
| Dr. Brian Falkowski | School Business Administrator | | |
| Melissa Landera | Faculty Representative | | |
| Ashley Choate | Faculty Representative | | |

IV. **Acceptance of Meeting Minutes**

Motion for Elysian Charter School, Board of Trustees to accept the minutes from the **June 13, 2022** meeting.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |

V. **Board Business**

1. New Board of Trustee Member Induction

| Nominee | Nominated By | Seconded By | Term | Yes | No | Abstain | Absent |
|----------------|--------------|-------------|------|-----|----|---------|--------|
| Limor Faraguna | | | | | | | |

2. Oath of Office

VI. Reports

1. **Director’s Report**
2. **Faculty Representative’s Report**

VII. Committee Reports

1. **Personnel**
2. **Advocacy**
3. **Facilities**
4. **Finance**

VIII. Public Comment

IX. Adjourn Public Session and Open Closed Session

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

X. Adjourn Closed and Open Public Session

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

I. Reorganization Motions

1. Regular Meeting Dates – 2022/2023 School Year

BE IT RESOLVED: that Elysian Charter School, upon the recommendation of the Director, approves the Resolution to adopt the Annual Board Meeting Schedule for the 2022/2023 school year in accordance with 18A:10-6. Meetings will be held virtual and/or at 1460 Garden Street, Hoboken, NJ.

Typically, the 4th Monday of every Month.

| | | | |
|--------|--------------------|---------|-----------------|
| Monday | August 22, 2022 | 6:30 PM | Regular Meeting |
| Monday | September 26, 2022 | 6:30 PM | Regular Meeting |

| | | | |
|--------|--------------------|---------|---------------------------------|
| Monday | October 24, 2022 | 6:30 PM | Regular Meeting |
| Monday | November 21, 2022 | 6:30 PM | Regular Meeting |
| Monday | December 19, 2022* | 6:30 PM | Regular Meeting |
| Monday | January 23, 2023 | 6:30 PM | Regular Meeting |
| Monday | February 27, 2023 | 6:30 PM | Regular Meeting |
| Monday | March 27, 2023 | 6:30 PM | Regular Meeting/Budget Meeting |
| Monday | April 24, 2023 | 6:30 PM | Regular Meeting/Re-hire Meeting |
| Monday | May 22, 2023 | 6:30 PM | Regular Meeting |
| Monday | June 12, 2023* | 6:30 PM | Reorganization Meeting |

*Not on 4th Monday of the Month

2. Special Meetings

RESOLVED, that in accordance with Chapter 231, Laws of 1975, Special Meetings of the Board of Trustees for the 2022/2023 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.

3. Appointments

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby appoints the following for the 2022/2023 school year:

| Position/Appointment | Name |
|--|--|
| Director | Susan Grierson |
| Business Administrator/Board Secretary | Dr. Brian Falkowski |
| Acting Board Secretary in the absence of the Board Secretary | Sarah Spuhler |
| Public Agency Compliance Officer (PACO) | Dr. Brian Falkowski |
| Custodian of School Records | Dr. Brian Falkowski |
| Asbestos Management/PEOSA Officer | Pam Gorode |
| Safety & Health Coordinator | Kim Scillia |
| Indoor Air Quality Coordinator | Pam Gorode |
| Integrated Pest Management Coordinator | Pam Gorode |
| Right to Know and Chemical Hygiene Coordinator | Pam Gorode |
| Affirmative Action Officer | Melissa Landera |
| Title IX Compliance Officer | Marisa Bianchi |
| Substance Awareness Coordinator | Marisa Bianchi |
| Section 504 Administrator | Darcy Minsky |
| Homeless Liaison | Darcy Minsky |
| Section 504 Compliance Officer | Darcy Minsky |
| HIB/Anti-Bully Coordinator & School Safety Team | Marisa Bianchi, Kim Scillia, Deb Rosner, Daisy Tavarez, Susan Grierson |
| Affirmative Action Team | Darcy Minsky, Gail Prusslin, Marisa Bianchi |

4. Adoption of Code of Ethics
RESOLVED, that Elysian Charter School Board of Trustees hereby adopts the Code of Ethics for its members, for the 2022/2023 school year.
5. Adoption of Policies
RESOLVED, that the current board policies adopted by the Elysian Charter School Board of Trustees, either by code, number, resolution, motion or inference of intent, be re-adopted completely for the 2022/2023 school year.
6. Depository of Funds
BE IT RESOLVED: that Elysian Charter School Board of Trustees upon the recommendation of the Director, approves **Kearny Bank** as the depository of funds for the 2022/2023 school year.
7. Newspaper of Record
BE IT RESOLVED: that Elysian Charter School Board of Trustees upon the recommendation of the Director, herewith designates Jersey Journal as the official Newspaper of Record; be it resolved the official Website is www.ecsnj.org for the 2022/2023 school year.
8. Authorize the School Business Administrator to Audit and Executive Director to Approve Bill Payments
BE IT RESOLVED: that Elysian Charter School Board of Trustees upon the recommendation of the Director, herewith designates the School Business Administrator/Board Secretary with the approval of the Director, 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 2022/2023 school year.
9. Authorize Payment of Bills Between Meetings
BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, authorizes the Business Administrator to approve the Payment of Bills up to \$5,000, 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 2022/2023 school year.
10. Appoint a District Purchasing Agent
BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby appoints **Dr. Brian Falkowski** as Qualified Purchasing Agent with a Bid and Quotation Threshold to \$44,000 and \$6,600 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.A 18A:18A-2, N.J.S.A 18A:18A-3 (a), N.J.S.A 18A:18A-37 (a), for the 2022/2023 school year.
11. Authorize purchases below 15% of the Bid Threshold without competitive quotations
BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby approves the authorization of purchases below 15% of the Bid Threshold may be made without competitive quotations for the 2022/2023 school year.
12. Approve the Business Administrator to purchase from current and valid State Contract Vendors under their applicable state contract titles

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby approves the Business Administrator to purchase from current and valid State Contract Vendors under their applicable state contract titles for the 2022/2023 school year.

13. Resolution to authorize the Director and Business Administrator to make line item budget transfers between board meetings and all transfers to be ratified at the next regular board meeting.

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby authorizes the Director and Business Administrator to make line item budget transfers between board meetings and all transfers to be ratified at the next regular board meeting for the 2022/2023 school year.

14. Appoint External Audit Firm

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby approves the appointment of **Meshinsky & Associates LLC** to prepare the district's Comprehensive Annual Financial Report & Auditors Management Report for the fiscal year ending June 30, 2022, at a cost not to exceed \$19,900.

15. Appoint Board Attorney

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby approves the appointment of **Cleary, Giacobbe, Alfieri & Jacobs** as the vendor to provide legal services to the school for the 2022/2023 school year at a cost not to exceed \$25,000.

16. Approve Voluntary Payroll Deduction Companies

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby approves the following voluntary deduction companies for the 2022/2023 school year:

| | |
|---------------------|---------------|
| Voluntary Insurance | AXA Equitable |
|---------------------|---------------|

17. Approve NJ Uniform Chart of Accounts

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby approves the NJ Uniform Chart of Accounts for the 2022/2023 school year.

18. Resolution to Appoint Medical Consultants (School Doctor)

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, hereby approves the appointment of **Riverside Medical** as Medical Consultants for the 2022/2023 school year.

19. Cooperative Purchasing

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, to participate with National Cooperative Pricing System with PEPPM National Cooperative Contracts, Approved County Educational Services, Ed-Data Services, Middlesex County Cooperative, & Hunterdon County Cooperative for 2022/2023 school year.

20. Approve Medical Broker of record for Medical, Dental and RX Insurance Coverage

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, to contract with **Centric Benefits** as the Medical Broker of record for Dental and FSA Insurance Coverage for 2022/2023.

21. Approve Insurance Broker of Record for Property and Casualty, and Workers Compensation Insurance
all

BE IT RESOLVED: that Elysian Charter School upon the recommendation of the Director, to approve **New Jersey Insurance Group (NJSIG)** as the Insurance Broker of Record for Property and Casualty, and Workers Compensation for the 2022/2023 school year.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

XI. Motions for Approval

1. Finance

- a. To approve line item transfers up to June 30, 2022.
- b. Bills List: Approve Bills List from June 13, 2022 to July 26, 2022.
- c. Payroll: To approve the following payrolls:

| | |
|---------------|--------------|
| June 15, 2022 | \$142,308.37 |
| June 30, 2022 | \$232,355.09 |

- d. AMR: To accept the revised 2020-2021 Auditor’s Management Report (AMR).

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |

2. Contracts

- a. To approve the **CDK Requisitioner** contract for FY23, initial year cost \$6,190.
- b. To approve the **Gender Spectrum** contract for Professional Development, \$1,250.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

3. Buildings & Grounds

- a. To approve the **Imperial Cleaning** contract for floor waxing services, \$6,495.
- b. To approve the **Altitude Unlimited, Inc.** contract for video surveillance upgrades, total \$6,511.86, monthly maintenance \$61.76.
- c. To approve the **Altitude Unlimited, Inc.** contract for access control replacement, total \$1,687.50.

- d. To approve the **Altitude Unlimited, Inc.** contract for Wi-Fi Aruba central license renewal, total \$2,100.
- e. To approve the **D&B Service Group** contract for HVAC maintenance for FY23, total \$13,280.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

4. Personnel

- a. To approve the contract with Susan Grierson as Director, \$142,800 effective July 1, 2022.
- b. To approve Susan Grierson for a Merit Bonus, \$5,000 and an additional \$2,500 for Exemplary Performance.
- c. To ratify a \$275 Stipend for Samantha Leone for additional school schedule work, to be paid out on July 30th.
- d. To approve the following contracts for FY23:
 - Willy Sanchez, PT Recess Aide, \$15/hr, 10-month, effective September 6, 2022
 - Johnny Dyer, PT Recess Aide, \$8,100 salary, 10-month, effective September 6, 2022
 - Jennifer Ferreiro, PT Recess Aide, \$15/hr, 10-month, effective September 6, 2022

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

5. Curriculum/Special Education

- a. To approve the **Frontline** contract for IEP- direct services for FY23, \$6,871.72.
- b. To approve the **Dance with Derrick LLC** contract for Dance Instructor/Arts Coordinator services for FY23, \$43,299.
- c. To approve the **Read Write Connect, Inc** contract for literacy consulting services, total \$10,500.
- d. To approve the **Metamorphosis** contract for Math content coaching, total \$16,000.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

6. Policy/Miscellaneous

- a. To approve the submittal of the 2021-2022 Annual Report to the NJDOE.
- b. To approve the **HIB report** for June 2022, with zero (0) founded cases.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

XII. New Business

1. To approve the new FSA vendor, **XXX**

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |

XIII. Closing Comments

XIV. Action Items - Next Board Meeting:

| Day | Date | Time | Notes |
|--------|-----------------|---------|-----------------|
| Monday | August 22, 2022 | 6:30 PM | Regular Meeting |

XV. Adjournment

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|-------------------|--------|-----|----|---------|--------|-------------------|--------|-----|----|---------|--------|
| Amanda Gordon | | | | | | Erin Curtiss | | | | | |
| Daniel Glynn | | | | | | Michael Gazaleh | | | | | |
| Christopher Gizzi | | | | | | Jaime Marchand | | | | | |
| Chris DeFilippis | | | | | | Bernadette Reagan | | | | | |
| Limor Faraguna | | | | | | | | | | | |