

- I. **Call to Order by Board Chair – 6:32 PM**
- 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	X	
2. Daniel Glynn	Board Trustee	X	
3. Christopher Gizzi	Board Trustee	X	
4. Chris DeFilippis	Board Trustee	X	
5. Erin Curtiss	Board Trustee	X	ED – 7:12 PM
6. Michael Gazaleh	Board Trustee	X	
7. Jaime Marchand	Board Trustee	X	
8. Bernadette Reagan	Board Trustee	X	
9. Limor Faraguna	*New Board Trustee	X	

Also Present

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

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		X				Erin Curtiss		X			
Daniel Glynn	2	X				Michael Gazaleh		X			
Christopher Gizzi		X				Jaime Marchand		X			
Chris DeFilippis	1	X				Bernadette Reagan		X			

V. Board Business

1. **New Board of Trustee Member Induction**

Nominee	Nominated By	Seconded By	Term	Yes	No	Abstain	Absent
Limor Faraguna	Jaime Marchand	Amanda Gordon	7/2022-6/2025	7	0	Gizzi	0

2. **Oath of Office**

VI. Reports

1. **Director’s Report** – Susan Grierson presented her Director’s Report.
2. **Faculty Representative’s Report** – Ashley Choate gave her faculty report.

VII. Committee Reports

1. **Personnel** – Report presented by Amanda Gordon.
2. **Advocacy** – none.
3. **Facilities** – Report presented by Michael Gazaleh.
4. **Finance** – none.

VIII. Public Comment – Eduardo Gonzalez – spoke about the BOT seat that was appointed this evening and he is looking forward to the next election and he asked the Board for its’ support.

IX. Adjourn Public Session and Open Closed Session – N/A

X. Adjourn Closed and Open Public Session – N/A

XI. 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.

18A:12-24.1 Code of Ethics for School Board Members

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.

- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

L.2001,c.178,s.5.

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, 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 403b/Insurance	AXA Equitable
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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

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	1	X				Erin Curtiss		X			
Daniel Glynn		X				Michael Gazaleh	2	X			
Christopher Gizzi		X				Jaime Marchand		X			
Chris DeFilippis		X				Bernadette Reagan		X			
Limor Faraguna				X							

XII. 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		X				Erin Curtiss		X			
Daniel Glynn	2	X				Michael Gazaleh		X			

Christopher Gizzi		X				Jaime Marchand		X			
Chris DeFilippis	1	X				Bernadette Reagan		X			
Limor Faraguna				X							

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		X				Erin Curtiss		X			
Daniel Glynn	1	X				Michael Gazaleh	2	X			
Christopher Gizzi		X				Jaime Marchand		X			
Chris DeFilippis		X				Bernadette Reagan		X			
Limor Faraguna				X							

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		X				Erin Curtiss		X			
Daniel Glynn		X				Michael Gazaleh		X			
Christopher Gizzi	2	X				Jaime Marchand		X			
Chris DeFilippis	1	X				Bernadette Reagan		X			
Limor Faraguna				X							

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
- e. To approve the resignation of Lauren Barker effective August 16, 2022.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon	1	X				Erin Curtiss		X			
Daniel Glynn	2	X				Michael Gazaleh		X			
Christopher Gizzi		X				Jaime Marchand		X			
Chris DeFilippis		X				Bernadette Reagan		X			
Limor Faraguna				X				X			

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		X				Erin Curtiss					X
Daniel Glynn		X				Michael Gazaleh	1	X			
Christopher Gizzi		X				Jaime Marchand	2	X			
Chris DeFilippis		X				Bernadette Reagan		X			
Limor Faraguna				X							

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	1	X				Erin Curtiss					X
Daniel Glynn		X				Michael Gazaleh		X			
Christopher Gizzi	2	X				Jaime Marchand		X			
Chris DeFilippis		X				Bernadette Reagan		X			
Limor Faraguna				X							

XIII. New Business

- 1. To approve the Genuine Foods as the vended meals provider for the 2023 School Year.
- 2. To approve Clarity as the FSA provider commencing June 1, 2022.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon	1	X				Erin Curtiss					X
Daniel Glynn		X				Michael Gazaleh		X			
Christopher Gizzi		X				Jaime Marchand		X			
Chris DeFilippis	2	X				Bernadette Reagan		X			
Limor Faraguna				X							

XIV. Closing Comments – Susan Grierson thanked SBO. Thanked all the summer staff.

XV. Information - Next Board Meeting:

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

XVI. Adjournment – 7:22 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon		X				Erin Curtiss					X
Daniel Glynn		X				Michael Gazaleh		X			
Christopher Gizzi		X				Jaime Marchand		X			

Chris DeFilippis	1	X				Bernadette Reagan		X			
Limor Faraguna	2	X									