

**I. Call to Order By Board Secretary – 5:37 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, Greater Brunswick 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 Home News Tribune and Star Ledgers, sent to the clerks of Highland Park, Edison and New Brunswick and posted at the Greater Brunswick Charter School located at 429 Joyce Kilmer Ave, New Brunswick, NJ 08901. Formal action will take place at this meeting.

**III. Roll Call**

Voting Members	Role	Present	Absent
1. Lynell Burgos	Board Trustee, expires 2021	X	
2. Shamara Gatling-Davila	Board Vice Chair, expires 2020	X	
3. Sean Hewitt	Board Trustee, expires 2022	X	
4. Susan Jackson	Board Chair, expires 2021	X	
5. Awilda Marte	Board Trustee, expired June 2020		X
6. Anju Thomas	Board Trustee, expires 2020	X	
7. Jonina Mazzeo	Board Trustee, expires 2023	X	

**Also Present**

Non-Voting	Role	Present	Absent
Vanessa Jones	Education Director		
Hector Alvarez	Assistant Education Director		
Michael Falkowski	SBA / Board Secretary		
Zoe Coleman	Teacher Representative		

**IV. Approve Meeting Agenda**

Motion for Greater Brunswick Charter School, Board of Trustees to approve the Agenda for the **May 14, 2020** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	2 <sup>nd</sup>	X			
Jonina Mazzeo		X									

**V. Acceptance of Meeting Minutes**

Motion for Greater Brunswick Charter School, Board of Trustees to accept the minutes from **March 26, 2020 Board Meeting.**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	2 <sup>nd</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	1 <sup>st</sup>	X			
Jonina Mazzeo		X									

**VI. Public Comment - NONE**

**VII. Correspondence**

**VIII. Reports**

1. Director’s Report
2. HIB Report – March 27, 2020 to May 14, 2020
3. Suspension Report – March 27, 2020 to May 14, 2020

Motion to accept Director’s Report, HIB Report, and Suspension Report:

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	2 <sup>nd</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	1 <sup>st</sup>	X			
Jonina Mazzeo		X									

**IX. Closed Session – 6:34 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	2 <sup>nd</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	1 <sup>st</sup>	X			
Jonina Mazzeo		X									

Board adjourned to closed session to discuss staff renewals, PPP Loan and school calendar change.

**X. Adjourn Closed and Open Public Session – 7:21 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Susan Jackson	2 <sup>nd</sup>	X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas		X			
Jonina Mazzeo		X									

**XI. Motions for Approval**

**1. Finance**

- a. To approve the March & April 2020 Board Secretary Report.
- b. To approve the March & April 2020 Reconciliation Report.
- c. Bills List: Approve Bills List from March 27, 2020 to May 14, 2020.
- d. Payroll: To approve the following payrolls:

April 08, 2020	\$187,708.00
April 30, 2020	\$189,969.14

- e. Safety Grant: To approve the submission of the grant application for the 2020 Safety Grant Program in the amount of \$2,856.40
- f. PPP Loan Approval

**Be it Resolved**, that the Greater Brunswick Charter School Board of Trustees desires to apply for and accept a Paycheck Protection Program (PPP) loan offered by United States Small Business Administration (SBA); and

**Whereas**, the U.S.A. is undergoing a crisis in health care, economics and education due to the Coronavirus Pandemic; and

**Whereas**, Congress has addressed the current crisis by passing the Coronavirus Aid, Relief and Economic Security Act (CARES Act); and

**Whereas**, the Greater Brunswick Charter School is eligible to receive a loan under the rules in effect at the time this application is submitted that have been issued by the Small Business Administration (SBA) implementing the Paycheck Protection Program under Division A, Title I of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (the Paycheck Protection Program Rule); and

**Whereas**, the CARES Act provides assistance to Non-Profit organizations to alleviate some of the economic stress; and

**Whereas**, the Board of Trustees feels there is currently economic uncertainty which makes this loan request necessary to support the ongoing operations of the school;

**Whereas**, examples of economic uncertainty include reduction in State Charter Aid, tax revenue shortfalls from municipalities in this fiscal year 2020, late State Aid Payments beginning in fiscal year 2021, and delayed tax revenue from municipalities during your 2021 fiscal year;

**Whereas**, New Jersey Charter schools do not have the ability to raise revenues from taxes;

**Whereas**, the funds will be used to retain workers and maintain payroll or make mortgage interest payments, lease payments, and utility payments as specified under the Paycheck Protection Program Rule; and

**Whereas**, the Board understands that if the funds are knowingly used for unauthorized purposes, the Federal Government may hold the Board legally liable, such as for charges of fraud; and

**Whereas**, the Board understands that loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments,

and covered utilities, and not more than 25% of the forgiven amount may be for non-payroll costs; and

**Whereas**, during the period beginning on February 15, 2020 and ending on December 31, 2021, the Applicant has not and will not receive another loan under the Paycheck Protection Program; and

**Whereas**, the Board understands that knowingly making a false statement to obtain a guaranteed loan from SBA is punishable under the law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to \$250,000; under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than \$5,000; and, if submitted to a federally insured institution, under 18 USC 1014 by imprisonment of not more than thirty years and/or a fine of not more than \$1,000,000; and

**Whereas**, the maturity date is two (2) years from the date of the Note and the interest rate is fixed at 1.00%; and

**Whereas**, there is no guidance by the State of NJ relating to PPP loans for Charter School and understands the school’s auditing firm may give the school a finding and recommendation for not paying off an unsecured loan prior to June 30, 2020; and

**Whereas**, the Board Secretary shall sign the PPP loan documents on behalf of the Board and will not be held, in any way, liable for any false certifications; and

**Whereas**, the Board Secretary will only apply for the loan conversion to a grant upon satisfying the requirements of the program and Board Approval; and

**Therefore, Be It Resolved**, that the Greater Brunswick Charter School Board of Trustees accepts and approves the PPP loan through Kabbage Inc. in the amount of \$714,195.00.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Susan Jackson	2 <sup>nd</sup>	X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas		X			
Jonina Mazzeo		X									

**2. Contracts**

- a. To approve a contract with **Sara Scribner** to provide PBIS PD work as a cost of \$2,158.32.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	2 <sup>nd</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	1 <sup>st</sup>	X			
Jonina Mazzeo		X									

**3. Buildings & Grounds**

**4. Personnel**

- a. To approve the rehire of GBCS staff as attached for the 2020-2021 school year.
- b. To approve the following resignations:

- i. Lisa Porricelli – RTI Coordinator effective immediately
- c. To approve the hire of **Daniela Garay** as a teacher from March 1, 2020 to June 30,2020 at a salary of \$56,573 (Level 9BA) prorated.
- d. To approve the online Professional Development Seminar “What is Mathematical Thinking and How do you teach it?” for Amie Fitzgerald at a cost of \$385.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	2 <sup>nd</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	1 <sup>st</sup>	X			
Jonina Mazzeo		X									

**5. Curriculum/Special Education**

**6. Policy/Miscellaneous**

- a. To approve the HIB Report from January 17 to March 26, 2020.
- b. To approve the 2019-2020 school calendar year change moving the last day of school to Friday, June19th from June 24<sup>th</sup>.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	2 <sup>nd</sup>	X			
Jonina Mazzeo		X									

**XII. Enrollment Report**

Grade	FY20 ENR	Aug 15, 2019	Sep 15, 2019	Oct 15, 2019	Nov 15, 2019	Dec 15, 2019	Jan 15, 2020	Feb 15, 2020	Mar 15, 2020	Apr 15, 2020	May 15, 2020	Jun 15, 2020	Wait List 2019/2020
<b>K</b>	44	40	44	46	46	46	45	46	46	46			81
<b>1</b>	44	41	43	44	44	44	44	44	44	44			22
<b>2</b>	44	44	44	44	44	44	44	44	44	44			36
<b>3</b>	44	44	44	44	44	44	44	44	44	44			37
<b>4</b>	44	43	44	44	44	44	44	44	44	44			18
<b>5</b>	44	44	44	44	44	44	44	44	44	44			41
<b>6</b>	44	45	48	48	48	48	48	48	48	48			24
<b>7</b>	44	43	43	43	43	43	43	43	43	43			14
<b>8</b>	44	39	38	37	37	37	37	37	37	37			12
<b>Total</b>	<b>396</b>	<b>386*</b>	<b>392*</b>	<b>396*</b>	<b>396*</b>	<b>396*</b>	<b>395*</b>	<b>396*</b>	<b>396*</b>	<b>396*</b>			<b>285</b>

\*2 Student out of district, no funding – Actual Enrollment - 394

**XIII. Committee Reports**

- 1. SRC – given during Director’s Report
- 2. Community Outreach – update on food delivery, family learning night, and other programs
- 3. Development – did not meet
- 4. Finance and Facilities – did not meet
- 5. Governance – discussed food distribution, training, board recruitment on pause, and board training

**XIV. New Business - NONE**

**XV. Closing Comments – many thanks for all the hard work during the COVID-19 pandemic.**

**XVI. Action Items**

- Next Board Meetings: Thursday, June 18, 2020 5:30 PM - Regular Meeting  
Thursday, July 16, 2020 5:30 PM – Regular Meeting

**XVII. Adjournment – 7:48 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Susan Jackson		X			
Shamara Gatling-Davila		X				Awilda Marte					X
Sean Hewitt		X				Anju Thomas	2 <sup>nd</sup>	X			
Jonina Mazzeo		X									