

**I. Call to Order by Board Secretary - @ 5:34 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 interests is discussed or acted upon 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 Vice Chair, expires 2024	X	
2. Sean Hewitt	Board Trustee, expires 2025		X
3. Susan Jackson	Board Chair, expires 2025	X	
4. Jonina Mazzeo	Board Trustee, expires 2026		X (LA 6:17 PM)
5. Miriam Santana	Board Trustee, expires 2024	X	
6. Danielle Clement	Board Trustee, expires 2024	X	
7. Kenneth King	Board Trustee, expires 2025	X	
8. Hiyarys Perez	Board Trustee, expires 2026		X (LA 6:02 PM)
9. Elsy Lugo	Board Trustee, expires 2026	X	

**Also Present**

Non-Voting	Role	Present	Absent
Vanessa Jones	Executive Director	X	
Hector Alvarez	Education Director	X	
Rosalind Friday	Assistant Education Director		X (LA 6:02 PM)
Dr. Brian Falkowski	SBA		X
Joshua Solow	SBO MGMT LLC	X	
Caitlin Mitchell	Teacher Representative - Alternate		X
Latoya Branch	Teacher Representative	X	
Daisy Amador	Teacher Representative - Alternate		X

**IV. Approve Meeting Agenda**

Motion for Greater Brunswick Charter School, Board of Trustees to approve the agenda for the **September 14, 2023** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Kenneth King		X			
Danielle Clement	2 <sup>nd</sup>	X				Jonina Mazzeo					X

Sean Hewitt					X	Miriam Santana		X			
Hiyarys Perez					X	Susan Jackson		X			
Elsy Lugo		X									

**V. Acceptance of Meeting Minutes**

Motion for Greater Brunswick Charter School, Board of Trustees to accept the minutes from **August 17, 2023**, meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	2 <sup>nd</sup>	X				Kenneth King		X			
Danielle Clement	1 <sup>st</sup>	X				Jonina Mazzeo					X
Sean Hewitt					X	Miriam Santana		X			
Hiyarys Perez					X	Susan Jackson		X			
Elsy Lugo		X									

**VI. Public Comment - None**

**VII. Correspondence**

**VIII. Reports**

1. Director’s Report – Vanessa Jones and Hector Alvarez led a presentation to the board updating them on current on goings at the school and how the beginning of school has gone. Upcoming events were also highlighted.
2. HIB update – Zero HIB since school has started.
3. Suspension Update - Zero suspensions since school has started.

**IX. Adjourn Public Session and Open Closed Session**

**X. Adjourn Closed and Open Public Session**

**XI. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Reconciliation Report: To approve the Secretary’s and Reconciliation Reports for July and August 2023, as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the Greater Brunswick Charter School Board of Trustees acknowledges receipt of the secretary’s certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of July and August 2023, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- b. Bills List: Approve Bills List from August 18, 2023 to September 14, 2023.
- c. Payroll: To approve the following payrolls:

August 30, 2023	\$83,837.22
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Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Kenneth King		X			
Danielle Clement	2 <sup>nd</sup>	X				Jonina Mazzeo					X
Sean Hewitt					X	Miriam Santana		X			
Hiyarys Perez					X	Susan Jackson		X			
Elsy Lugo		X									

**2. Contracts**

- a. To approve an agreement with TANJ Arts High to provide Gifted & Talented classes for grades 6-8 at \$875/student to a maximum of \$4,375 for the 2023-2024 School Year.
- b. To approve the contract with the NJ Dept of Human Services, Commission for the Blind and Visually impaired at a cost of \$2,200.
- c. To approve Focused Staffing Group to provide Professional Searches services for FY24 at the following placement fees from the rate guide or the greater of \$10,000 or 25% of such professional’s annualized salary.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos		X				Kenneth King	2 <sup>nd</sup>	X			
Danielle Clement	1 <sup>st</sup>	X				Jonina Mazzeo					X
Sean Hewitt					X	Miriam Santana		X			
Hiyarys Perez		X				Susan Jackson		X			
Elsy Lugo		X									

**3. Buildings & Grounds**

**4. Personnel**

- a. To approve the following resignation: Tiffany Molina, effective August 29, 2023.
- b. To approve the following After School Academy staff:

Name	Title	Rate
Edwin Quintanilla	Group Leader	\$18
Roxana Soza	Group T.A.	\$15
Alex Camarillo	Group T.A.	\$18
Yolisa Perez	Group T.A.	\$15

- c. To approve the hiring of following staff:

Name	Position	Term	Level	Salary
Maria Rocio Delgado	Long Term Substitute	9/1/2023 – 6/30/2024	15 PHD	72,273
Anastacia Ramirez Rojas	Custodian	9/18/2023 – 6/30/2024	N/A	36,000
Dana Garriga	Long Term Substitute	9/1/2023 – 6/30/2024	1 BA	55,348
Nicole Santiago	Long Term Substitute	10/1/2023 – 6/30/2024	1 BA	55,348
Rasheeda Wilkins	Long Term Substitute	9/1/2023 – 6/30/2024	9 BA	62,148
Lee Butler	Teacher	11/20/2023 – 6/30/2024	9 BA	62,148

- d. To approve a request for approval of Graduate Coursework for Alexandra Aponte, College: Rutgers University Graduate School of Education; Course: Learning Disabilities, Psychology of the Exceptional Child; Semester: Fall 2023.
- e. To approve a request for approval of Graduate Coursework for Amina Chowdry, College: NJ Excel; Courses: Instructional Leadership, Instructional Leadership and Supervisory Practice (I & II), Strategic Management: Leading Learning Communities, and Examining and Applying School Leadership Practices: School-Based Internship (I & II); Semester: Fall 2023.
- f. To approve a request for approval of Graduate Coursework for Caitlin Mitchell, College: NJ Excel; Courses: Organizational Leadership for Educational Change and Improvement (I & II), Leading Educational Change and Improvement (I & II); Driving Educational Change and Improvement: Field-Based Action Research (I & II); Semester: Fall 2023.

- g. To approve Amina Chowdhry, Curriculum & Program Implementation stipend; \$45/hr up to \$3,1500.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Kenneth King		X			
Danielle Clement	2 <sup>nd</sup>	X				Jonina Mazzeo					X
Sean Hewitt					X	Miriam Santana		X			
Hiyarys Perez		X				Susan Jackson		X			
Elsy Lugo		X									

**5. Curriculum/Special Education**

- a. To approve the following filed trip request:
- American Young Voices Concert; Location: Prudential Center; Date: June 6, 2024; Cost: \$95 registration fee + transportation.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Kenneth King	2 <sup>nd</sup>	X			
Danielle Clement		X				Jonina Mazzeo					X
Sean Hewitt					X	Miriam Santana		X			
Hiyarys Perez		X				Susan Jackson		X			
Elsy Lugo		X									

**6. Policy/Miscellaneous**

**XII. Enrollment Report**

Grade	FY24	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Wait List
	ENR	2023	2023	2023	2023	2024	2024	2024	2024	2024	2024	2023/2024
K	44	44										74
1	44	44										31
2	44	44										48
3	44	46										34
4	44	46										28
5	44	44										28
6	44	47										14
7	44	43										21
8	42	44										10
<b>Total</b>	<b>394</b>	<b>402</b>										<b>288</b>

**XIII. Committee Reports**

- SRC – Presented in Director’s Report
- Community Outreach/Development – Did not meet, but plan to this month.
- Finance and Facilities – Brief update on FY23 closeout.
- Governance – Susan Jackson updated the board on upcoming trainings.

**XIV. New Business**

**XV. Action Items**

Day	Date	Time	Notes
Thursday	November 16, 2023	5:30 PM	Regular Meeting

**XVI. Closing Comments** - Each board member provided their own individual closing comments.

**XVII. Adjournment** - @ 6:40 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 <sup>st</sup>	X				Kenneth King		X			
Danielle Clement	2 <sup>nd</sup>	X				Jonina Mazzeo					X
Sean Hewitt					X	Miriam Santana		X			
Hiyarys Perez		X				Susan Jackson		X			
Elsy Lugo		X									