

- 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 upon 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	Term Ends	Present	Absent
a. Amanda Gordon	Board Chair	27-Mar	X	
b. Chris DeFilippis	Board Vice Chair	25-Mar	X	
c. Daniel Glynn	Board Trustee	25-Mar	X	
e. Jaime Marchand	Board Trustee	26-Mar		X
f. Bernadette Reagan	Board Treasurer	25-Mar	X	
g. Eduardo Gonzalez	Board Trustee	26-Mar	X	
h. Serena Trinkwalder	Board Trustee	26-Mar	X	
j. Diane DeSombre	Board Trustee	27-Mar	X	
k. Michael Kuziw	Board Trustee	27-Mar	X	

Also Present

Non-Voting	Role	Present	Absent
Susan Grierson	Director	X	
Dr. Brian Falkowski	School Business Administrator	X	
Monica Richard	Staff Representative	X	

IV. Acceptance of Meeting Minutes

1. Motion for Elysian Charter School, Board of Trustees to accept the minutes from the **May 20, 2024** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon		X				Serena Trinkwalder		X			
Chris DeFilippis	1	X				Eduardo Gonzalez		X			
Daniel Glynn	2	X				Diane DeSombre		X			
Jaime Marchand						Michael Kuziw		X			
Bernadette Reagan		X									

V. Board Business

VI. Reports

1. **Director’s Report** – Susan Grierson presented her report.
2. **Faculty Representative’s Report** – School updates were provided by Monica Richard.

VII. Committee Reports

1. **Personnel** – Amanda Gordon spoke about the Personnel motions on the agenda.

2. **Advocacy** – Chris Defilippis spoke about the ongoing PILOT efforts as well as communication efforts.
3. **Facilities** – Eduardo Gonzalez, no update at this time.
4. **Finance - Berna**
5. **Nominating** – No updates.

VIII. Public Comment - none

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

X. Adjourn Closed and Open Public Session

XI. Reorganization Motions

1. Regular Meeting Dates – 2024/2025 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 2024/2025 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	July 22, 2024	6:30 PM	Regular Meeting
Monday	August 26, 2024	6:30 PM	Regular Meeting
Monday	September 23, 2024	6:30 PM	Regular Meeting*
Monday	October 28, 2024	6:30 PM	Regular Meeting
Monday	November 25, 2024	6:30 PM	Regular Meeting
Monday	December 16, 2024	6:30 PM	Regular Meeting*
Monday	January 27, 2025	6:30 PM	Regular Meeting
Monday	February 24, 2025	6:30 PM	Regular Meeting
Monday	March 24, 2025	6:30 PM	Regular Meeting/Budget Meeting
Monday	April 28, 2025	6:30 PM	Regular Meeting/Re-hire Meeting*
Monday	May 19, 2025	6:30 PM	Regular Meeting*
Monday	June 16, 2025	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 2024/2025 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 2024/2025 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 & Josh Solow
Public Agency Compliance Officer (PACO)	Dr. Brian Falkowski
Custodian of School Records	Dr. Brian Falkowski
Asbestos Management/PEOSA Officer	Daisy Tavarez
Safety & Health Coordinator	Kim Scillia

Indoor Air Quality Coordinator	Daisy Tavarez
Integrated Pest Management Coordinator	Daisy Tavarez
Right to Know and Chemical Hygiene Coordinator	Daisy Tavarez
Affirmative Action Officer	Melissa Landera
Title IX Compliance Officer	Batia Krinsky
Substance Awareness Coordinator	Batia Krinsky
Section 504 Administrator	Darcy Minsky
Homeless Liaison	Darcy Minsky
Section 504 Compliance Officer	Darcy Minsky
HIB/Anti-Bully Coordinator	Batia Krinsky
School Safety Team	Batia Krinsky, Kim Scillia, Deb Rosner, Daisy Tavarez
Affirmative Action Team	Darcy Minsky

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 2024/2025 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 2024/2025 school year.

6. Depository of Funds

BE IT RESOLVED: that Elysian Charter School Board of Trustees upon the recommendation of the Director, approves **JP Morgan Chase Bank & Kearny Bank** as the depository of funds for the 2024/2025 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 2024/2025 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 2024/2025 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 2024/2025 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 2024/2025 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 2024/2025 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 2024/2025 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 2024/2025 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 **Olugbenga Olabintan** to prepare the district's Comprehensive Annual Financial Report & Auditors Management Report for the fiscal year ending June 30, 2024, at a cost not to exceed \$35,000.

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 2024/2025 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 2024/2025 school year:

- a. Voluntary 403b Insurance: AXA Equitable
- b. Clarity: FSA, DCA, PKG & TRN

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 2024/2025 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 **PromptMD** as Medical Consultants for the 2024/2025 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, Essex County Educational Services Commission & Hunterdon County Cooperative for 2024/2025 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 Medical, Dental and FSA Insurance Coverage, at a cost not to exceed \$3,000 for 2024/2025 school year.

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 **Arthur J. Gallagher & Co.** as the Insurance Broker of Record for Property and Casualty, and Workers Compensation for the 2024/2025 school year.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon	1	X				Serena Trinkwalder	2	X			
Chris DeFilippis		X				Eduardo Gonzalez		X			
Daniel Glynn		X				Diane DeSombre		X			
Jaime Marchand					X	Michael Kuziw		X			
Bernadette Reagan		X									

XII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **May 2024**, as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the Elysian Charter School of Hoboken 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 **May 2024**, 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. Transfers: To approve line-item transfers up to May 31, 2024.
- c. Bills List: Approve Bills List until June 10, 2024
- d. Payroll: To approve the following payrolls:
 - May 30, 2024 - \$ 140,675.06
- e. Agreement: To approve the contract with **SBO Management LLC** for School Business Administrator services at a monthly fee of \$11,804.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon		X				Serena Trinkwalder		X			
Chris DeFilippis		X				Eduardo Gonzalez		X			
Daniel Glynn	2	X				Diane DeSombre		X			
Jaime Marchand					X	Michael Kuziw		X			
Bernadette Reagan	1	X									

2. Contracts

- a. To approve the quote with **Payschools** for Lunch and Aftercare Platform Management for an annual fee of \$1,890 and a one-time cost for implementation in the amount of \$1,900.
- b. To approve the quote with **Genesis** for add on **Payschools Interface** in the amount of \$700.
- c. To approve the following vendor renewals for the 2024-2025 school year.

Vendor	Description	Amount
R&L	Payroll Services	\$7,884
CDK	Accounting Annual License	\$6,295
Frontline Ed	504 Program Management Automatic Renewal	\$1,000
NJ Public Charter Association	Annual Membership Dues	\$7,200

Altitude	Annual Monitoring Services MSP Network	\$8,214
	Annual Monitoring Services VMS Video & Access	\$10,723
D&B	Quarterly HVAC Inspections	\$14,160
EMMA	School Information System	\$648
Genesis	Student Information System Cloud Services	\$10,898
	Frontline IEP	
	Pearson Easy Bridge Interface	
	Clever 3 rd Party	

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon	2	X				Serena Trinkwalder	1	X			
Chris DeFilippis		X				Eduardo Gonzalez		X			
Daniel Glynn		X				Diane DeSombre		X			
Jaime Marchand					X	Michael Kuziw		X			
Bernadette Reagan		X									

3. Buildings & Grounds – none

4. Personnel

- a. To approve the following staff being applied under federal grants for the 2023-2024 school year:
 - Title I
 1. Amanda Johnson
 2. Shareza Mohammed
 3. Odalys Pla
 - ARP Mental Health
 1. Batia Krinsky
- b. To approve summer stipends for selected staff for Professional Development in the amount of \$18,198 to be paid on August 30, 2024, list attached (to be funded by Friends of Elysian).

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon	1	X				Serena Trinkwalder		X			
Chris DeFilippis		X				Eduardo Gonzalez		X			
Daniel Glynn		X				Diane DeSombre		X			
Jaime Marchand					X	Michael Kuziw		X			
Bernadette Reagan	2	X									

5. Curriculum/Special Education

- a. To approve the contract with **Fernando Santamaria**, MA for Certified Psychologist Services for FY25; Standard Psychological Evaluation, Child Study Team Meetings and Testing, not to exceed \$12,000.
- b. To approve the contract with **Dance with Derrick LLC** for FY25, as attached, total \$42,299.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon		X				Serena Trinkwalder		X			
Chris DeFilippis		X				Eduardo Gonzalez	1	X			
Daniel Glynn	2	X				Diane DeSombre		X			
Jaime Marchand					X	Michael Kuziw		X			
Bernadette Reagan		X									

6. Policy/Governance/Miscellaneous - none

XIII. New Business

1. To approve the **Imperial Cleaning** quote for floor waxing services, total \$11,200.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon		X				Serena Trinkwalder	1	X			
Chris DeFilippis		X				Eduardo Gonzalez		X			
Daniel Glynn	2	X				Diane DeSombre		X			
Jaime Marchand					X	Michael Kuziw		X			
Bernadette Reagan		X									

XIV. Closing Comments – Outstanding training was discussed.

XV. Information - Next Board Meeting:

Day	Date	Time	Notes
Monday	July 22, 2024	6:30 PM	Regular Meeting

XVI. Adjournment – 7:05 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Amanda Gordon	1	X				Serena Trinkwalder		X			
Chris DeFilippis		X				Eduardo Gonzalez		X			
Daniel Glynn		X				Diane DeSombre		X			
Jaime Marchand					X	Michael Kuziw		X			
Bernadette Reagan	2	X									