

***Pace Charter School of Hamilton  
Board of Trustees – Regular Meeting***

Tuesday, December 19, 2023  
5:00 PM

**MEETING MINUTES**

**CALL TO ORDER:**

A meeting of the Pace Charter School of Hamilton, Board of Education is called to order at \_5:00pm\_ in the Pace Charter School of Hamilton multi-purpose room located at 52 Lafayette Ave. in Hamilton, NJ 08610.

**OPEN MEETING:**

Adequate notice of this meeting has been provided in the local news media and placed on the public notice located at the Pace Charter School of Hamilton Main Office at each location as required in the Open Public Meeting Act, Chapter231, P.L. 1975.

**Roll Call**

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Representative
Present	X	X	X	X	X
Absent					
LA/ED					

**Administrators Present:**

Deborah A. Pontoriero, Superintendent; Donna Torres, School Business Administrator

**PUBLIC AGENCY COMPLIANCE STATEMENT:**

“If any contracts were awarded this meeting or prior to the next meeting of the Pace Charter School of Hamilton, the awarded company/firm will be required to comply with the requirements of Public Law 1975, c.127”

**PUBLIC COMMENT STATEMENT:**

Public members attending the Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed Agenda for the meeting. Members are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

Be recognized by the Board President.

State your full name and address before commenting.

Identify the resolution on which you will be commenting, or the matter you would like to comment on.

Wait to be recognized before making your comment(s).

Limit your comments to the specific resolution or matter.

Time is limited to five (5) minutes per person.

If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent since we do not discuss these items in public.

Failure to remain on the specific agenda item, as determined by the presiding officer, will result in the speaker forfeiting the balance of time and the right to continue to address the Board of Education.

A community forum will be a maximum of thirty (30) minutes unless there are unusual circumstances.

The public shall be reminded that they should attempt to resolve any issues through the initial contact with the appropriate staff of the school. Matters should only be brought to the Board of Trustees, once all avenues within the administrative chain of command of the school have been exhausted.

Public Comment:

Start Time: End Time: \_\_\_\_\_

**APPROVAL OF AGENDA**

Motion to approve the agenda as presented.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>	X				
2 <sup>nd</sup>		X			
Aye	X	X	X	X	X
Nay					
Abstain					

Motion to accept the meeting minutes from the November 14, 2023 general meeting as presented.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>	X				
2 <sup>nd</sup>		X			
Aye	X	X	X	X	X
Nay					
Abstain					

**PRESENTATION OF SUPERINTENDENT/PRINCIPAL’S REPORT**

Presented by Deborah Pontoriero, Superintendent

- Harassment, Intimidation & Bullying Report - ZERO
- Suspension Report – ZERO

**EMERGENCY PREPAREDNESS DRILLS**

Location	Fire Drill	Security Drill
528 S. Olden Ave	12/15/23	12/8/23
526 S. Olden Ave	12/15/23	12/8/23
52 Lafayette Ave	12/15/23	12/8/23

**STUDENT ENROLLMENT**

Grade Levels	December
<b>K</b>	54
<b>1st</b>	54
<b>2nd</b>	54
<b>3rd</b>	54
<b>4th</b>	54
<b>5th</b>	54
<b>6th</b>	44
<b>7th</b>	44
<b>8th</b>	42
<b>Total In-District</b>	454
<b>Total Out of District</b>	0
<b>Total Enrollment</b>	454

## FINANCE

The following financial reports pursuant to N.J.A.C. 6A:23, 11©3 that no line-item account has encumbrances and expenditures which in total exceed the line item appropriate in violation of N.J.A.C. 6A23-2.11(a) as certified by the Board Secretary, and pursuant to N.J.A.C. 6A:23-2 11(c)4 that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-02.11 (b) as contained in the Board Secretary's Report, and/or Internal Cash Report.

Motion to approve the December 2023 Bills List in the total of **\$233,411.98** including ratifying bills in the amount of **\$0** including the approval to pay additional bills as needed between this meeting and the next meeting with a list to be presented for ratification at the next meeting.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>	X				
2 <sup>nd</sup>			X		
Aye	X	X	X	X	X
Nay					
Abstain					

Motion to accept the Board Secretary's Reports as presented for November 2023.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>		X			
2 <sup>nd</sup>			X		
Aye	X	X	X	X	X
Nay					
Abstain					

Motion to accept the Internal Cash Reports as presented for November 2023.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>	X				
2 <sup>nd</sup>		X			
Aye	X	X	X	X	X
Nay					
Abstain					

Motion to accept the November 30<sup>th</sup> and December 16<sup>th</sup> payroll.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>	X				
2 <sup>nd</sup>		X			
Aye	X	X	X	X	X
Nay					
Abstain					

Motion to approve the release of the 2023-2024 Memorandum of Agreement Between Education and Law Enforcement Officials

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>	X				
2 <sup>nd</sup>			X		
Aye	X	X	X	X	X
Nay					
Abstain					

Motion to accept the audit, the Annual Comprehensive Financial Report and the Auditors’ Management Report with “no findings” for the Fiscal Year Ended June 30, 2023.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>		X			
2 <sup>nd</sup>	X				
Aye	X	X	X	X	X
Nay					
Abstain					

Motion to approve a Holiday stipend to all staff based on longevity.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>		X			
2 <sup>nd</sup>			X		
Aye	X	X	X	X	X
Nay					
Abstain					

**ADJOURNMENT**

**Time:** 5:45PM

Motion to adjourn the meeting.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Ben Lagumen Parent Representative
1 <sup>st</sup>	X				
2 <sup>nd</sup>		X			
Aye	X	X	X	X	X
Nay					
Abstain					

***Pace Charter School of Hamilton  
Board of Trustees***

*Tamara Childs*

\_\_\_\_\_  
Tamara Childs, Board Secretary