

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

Tuesday, November 3, 2015
5:00 PM

Meeting Minutes

Call to order: Deborah A. Pontoriero

Time: 5:00

Roll Call

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Berenice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
Present	X	X	X	X	X		X
Absent						X	
LA/ED							

Open Public Meeting Act Statement:

This meeting is held in accordance with NJ Public Law 231, also known as the Sunshine Law. Notice of this meeting was published in the Public Notice section of the *Times*.

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:

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.

Pledge of Allegiance

Approval of Agenda

A motion to approve the Agenda as presented.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Berenice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st			X				
2 nd					X		
Aye	X	X	X	X	X		X
Nay							
Abstain							

Approval of Meeting Minutes

A motion to accept the meeting minutes from the October 6, 2015, general meeting as presented.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Berenice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st			X				
2 nd					X		
Aye	X	X	X	X	X		X
Nay							
Abstain							

Community Forum

The opportunity for public comment on Agenda items only will be provided at the beginning of every meeting where action items are scheduled for Board of Trustee consideration. A speaker will indicate the specific agenda item, by resolution number, that will be addressed and will have a total time limit of 5 minutes, remaining specific to the indicated resolution.

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 in length unless there are unusual circumstances. "A motion was duly made with 1.

Public Comment:

Start Time: _____ **End Time:** _____

PERSONNEL/ADMINISTRATION

Executive Session

Time in: _____ **Time out:** _____

FINANCE

Motion to accept the November 2015, Bill List as presented on the warrants list.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Berenice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st			X				
2 nd					X		
Aye	X	X	X	X	X		X
Nay							
Abstain							

Motion to accept the October 16th and October 30th payroll.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Berenice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st			X				
2 nd					X		
Aye	X	X	X	X	X		X
Nay							
Abstain							

BOARD SECRETARY'S REPORT

Motion to accept the Board Secretary's Reports as presented for October 2015.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Berenice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st			X				
2 nd					X		
Aye	X	X	X	X	X		X
Nay							
Abstain							

PRINCIPAL'S FORUM

Presented by Deborah Pontoriero, Head of School and Wendy Smith, Principal

UNFINISHED BUSINESS

First Read of updated Employee Handbook. Report by Handbook Committee.

NEW BUSINESS

Motion to approve a part time contract for custodian for Aida Moriera at a pay rate of 12,000 per year.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Berenice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st			X				
2 nd					X		
Aye	X	X	X	X	X		X
Nay							
Abstain							

Motion to approve the revisions and updates to the Staff handbook as presented.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Bernice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st		X					
2 nd			X				
Aye	X	X	X	X	X		X
Nay							
Abstain							

ADJOURNMENT

Time: 5:45

Motion to adjourn the meeting.

	Nichole Pollard-Alford <i>President</i>	Ingrid Trotman <i>Vice President</i>	Lakisha Williams <i>Community Representative</i>	Maritza Raimundi-Petroski <i>Community Representative</i>	Norma Villanueva <i>Corresponding Secretary</i>	Bernice Espinoza <i>Parent Representative</i>	Carmen Vasquez <i>Parent Representative</i>
1 st			X				
2 nd		X					
Aye	X	X	X	X	X		X
Nay							
Abstain							

*Pace Charter School of Hamilton
Board of Trustees*

*Paul DeWitt
Board Secretary*