ROBERT TREAT ACADEMY CHARTER SCHOOL INC.
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, APRIL 10, 2025

MINUTES

I. STATEMENT OF NOTICE/ OPEN PUBLIC MEETINGS ACT

Adequate notice of the meeting to be held by the Robert Treat Academy Charter School on Thursday, April 10, 2025, at _5:35_ p.m. has been provided in accordance with the requirements of Chapter 231, Public Laws, 1975.

We have complied with the Open Public Meetings Act by placing adequate notice of this meeting in the Star Ledger, the Jersey City Journal, and the Robert Treat Academy newsletter; by notifying the municipal clerk and by posting notice at the Academy.

II. CALL TO ORDER _5:35 pm AND PLEDGE OF ALLEGIANCE

III. ROLL CALL

Board Members	Present	Absent
Adubato, Theresa	X	
Barbaran, Claudio	X	
Caraballo, Wilfredo	X	
Davis, Adrianne	X	
Detore, Robert	X	
Johnson, Galen	X	
Pichardo, Wilson A.	X	
Strand, Tahira	X	
Zabala-Kelly, Zarala	X	

Staff	Present	Absent
Trillo, Marcelino, Principal\Charter Lead Administrator	X	
Simmons, Dr. Melissa BA/Board Secretary		X
Simmons, Nicholas MCLAN	X	
Parada, Paul, Principal		X
Stephanie Rago, Vice Principal	---	Leave of Absence
Nicholas Grieco, Board Attorney	X	
Michael Oliveira, Board Attorney		X
Courtney Gaccione, Board Attorney	X	

IV. EXECUTIVE SESSION

Executive Meeting was read by President Robert Detore.

The Board of Trustees of Robert Treat Academy will adjourn into a closed meeting to discuss the item(s) which falls within an exception of our open meetings policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

a. Matters rendered confidential by Federal Law, State Law, or Court Rule
b. Individual privacy
c. Collective bargaining agreements
d. Purchase or lease of real property if public interest could be adversely affected
e. Investment of public funds if public interest could be adversely affected
f. Tactics or techniques utilized in protecting public safety and property
g. Pending or anticipated litigation
h. Attorney-client privilege
i. Personnel - employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into executive session. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the executive session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in executive session, have been adequately notified.

Motion Ms. Davis, second Ms. Zabala-Kelly and voice vote to enter into executive session at 5:57 P.M.

Motion Ms. Davis, second Ms. Zabala-Kelly and voice vote to enter into regular session at 6:27 P.M.

V. CORRESPONDENCE None

VI. CHARTER SCHOOL LEAD REPORT

CSLA, Marcelino Trillo presented his report his report to the Board. Topics included attendance and enrollment, staff recruitment, security drills, facilities and high school acceptances for eighth grade exiting students. Please see attachment.

VII. SCHOOL BUSINESS ADMINISTRATOR'S REPORT None

VIII. PUBLIC COMMENT (AGENDA ITEMS ONLY) No public Comment

IX. COMMITTEE REPORTS None

X. MINUTES

M-1 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, accept the Public Meeting Minutes of March 20, 2025, as attached. **(Attachment M-1)**

RECORD OF VOTE Resolution(s) # **M-1**

Moved by:	Ms. Tahira Strand	Seconded by:	Ms. Adrianne Davis

Board Member	Aye	Nay	Abstain	Absent
Adubato, Theresa	X			
Barbaran, Dr. Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrianne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Strand, Tahira	X			
Zabala-Kelly, Zarala	X			
Total Votes	9	0	0	0

XI. BOARD AFFAIRS

BA-1 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the employment agreement as described below: **(Attachment BA-1)**

Vendor Name	Purpose	Beginning Date	End of Agreement	Schedule	Compensation
Mclan Enterprises, LLC	Interim Business Administrator/Board Secretary	April 8, 2025	No later than June 30, 2025	Daily Work including remotely for 3 days per week.	Principal Owner Dr. Melissa Simmons $100.00/hour Support Staff $80.00/hour *Not to exceed $60,000

BA-2 Be it resolved that the Trustees of Robert Treat Academy Charter School appoint Di Maria & Associates, LLP, 245 Union Street Lodi, New Jersey 07644 as special auditor to provide special audit and consulting services; and execute a professional service contract and engagement letter in reference to same. **(Attachment BA-2)**

Vendor Name	Purpose	Beginning Date	End of Agreement	Compensation
DiMaria & Associates	Special Audit and Consulting Services	April 9, 2025	June 30, 2025	$350.00/hour *Not to exceed $75,000.00

RECORD OF VOTE Resolution(s) # **BA-1 and BA-2**

Moved by:	Dr. Claudio Barbaran	Seconded by:	Ms. Theresa Adubato

Board Member	Aye	Nay	Abstain	Absent
Adubato, Theresa	X			
Barbaran, Dr. Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrianne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Strand, Tahira	X			
Zabala-Kelly, Zarala	X			
Total Votes	9	0	0	0

BA-3 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, formally POSTPONED the approval of the 2025-2026 professional contract with Lerch, Vinci, & Bliss, LLP as School Auditors in the amount of $43,800.00 to the May 15, 2025 Board of Trustees Meeting. **(Attachment BA-3)**

XII. FISCAL

F-1 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the payment of Bills and Claims from the Operating Account dated March 20, 2025 through April 9, 2025 in the amount of $520,034.42. **(Attachment F-1)**

F-2 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the payment of payroll as follows: **(Attachment F-2)**

March 28, 2025 $ 360,925.52

F-3 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School Inc., the officers and members of the Board of Trustees do hereby, approve the Board Secretary's (A148) Report and Treasurer's (A149 Report), for the month ending March 31, 2025. **(Attachment F-3)**

F-4 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the certification of funds, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, that as of March, 2025, no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. *6A:23A16.10(a)*.

F-5 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the attached budget transfers for the month of March, 2025. **(Attachment F-5)**

F-6 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve the transfer of the escrow monies held by Inglesino,Taylor LLC in the about of $75,000 to the interest bearing escrow account at Chiesa, Shahinian & Giantomasi, PC.

F-7 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, authorize **President** Robert Detore to sign the revised Real Estate Purchase and Sale Agreement with the North Ward Center for the purchase of 180 William Street, Newark, NJ 07103 in the amount of $6,637,500. **(Attachment F-7)**

RECORD OF VOTE Resolution(s) # **F-7**

Moved by:	Dr. Claudio Barbaran	Seconded by:	Ms. Theresa Adubato

Board Member	**Aye**	**Nay**	**Abstain**	**Absent**
Adubato, Theresa			X	
Barbaran, Dr. Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrianne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Strand, Tahira	X			
Zabala-Kelly, Zarala	X			
Total Votes	8	0	1	0

F-8 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby, approve DC Equipment and Supplies as a vendor for the purchase of custodial supplies.

RECORD OF VOTE Resolution(s) # **F-1 thru F-6 and F-8**

Moved by:	Mr. Wilfredo Caraballo	Seconded by:	Ms. Theresa Adubato

Board Member	**Aye**	**Nay**	**Abstain**	**Absent**
Adubato, Theresa	X			
Barbaran, Dr. Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrianne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Strand, Tahira	X			
Zabala-Kelly, Zarala	X		X- F-2	

***Board members voted in the affirmative for all line items with abstention/recusal on line items annotated above**

XIII. POLICIES AND REGULATIONS – none

XIV. EDUCATION

E-1 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby review and approve professional development as follows:

Teacher	Provider	Topic	Date/Time	Cost
Jessica Coyle	Morris-Union Jointure Commission	Utilizing AI for Educator Well-being and Efficiency	May 1, 2025 9:00am to 3:00pm	$145.00

E-2 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby review and approve class trips as follows: ACCT CODE: 11-401-100-500-XXX-XXX

Group	**3rd Grade**
Date of Trip	June 5, 2025
Destination	The Crayola Experience
Purpose	The Crayola Experience is educational because it offers hands-on, interactive attractions that explore the science and technology behind the creation of Crayola products. In fact, many of the attractions at Crayola Experience apply principles of STEAM (Science, Technology, Engineering, Art, Math). It encourages creativity which would be a great opportunity because this group of 3rd graders are very artistic and enjoys drawing.
Teacher Chaperons	Ms. Juste, Ms. A. Lopez, Ms. Mielnicki, Ms. Perez, Ms. Rodriguez, Ms. V. Lopez, Ms. Quintana, Mr. Kolucki
Parent Chaperones	0.00
Cost to Student	0.00
Cost of Trip	$1,458.58

Group	**2nd Grade**
Date of Trip	June 10, 2025
Destination	Turtle Back Zoo (560 Northfield Avenue West Orange, NJ)
Purpose	A field trip to Turtle Back Zoo offers the 2nd grade students an exciting and hands-on opportunity to learn about the wildlife, conservation, and ecosystems. By observing animals in their habitat, students can develop a deeper understanding of biology, animal behavior, and the importance of protecting endangered species. The zoo's interactive exhibits and educational programs also foster curiosity and encourage the students to make connections between science and the natural world, enriching their learning experience beyond the classroom.
Teacher Chaperons	Ms. Brizek, Ms. Ferro, Ms. Mangan, Ms. Alicea, Ms. Owusu, Ms. Sanchez, Ms. Johnson, Ms. Stevens
Parent Chaperones	N/A
Cost to Student	0.00
Cost of Trip	$1,380.00

Group	**14 Students in 6th, 7th, and 8th Grade (Chemistry Club)**
Date of Trip	June 3, 2025
Destination	Jacob Javits Convention Center (429 11th Avenue New York, NY 10001)
Purpose	Chemistry Club (Jersey STEM) Suppliers Day
Teacher Chaperons	Ms. Santos and Ms. Betancourt
Parent Chaperones	N/A
Cost to Student	0.00
Cost of Trip	0.00

Group	**5th Grade**
Date of Trip	June 3, 2025
Destination	Liberty Science Center
Purpose	We would like to go on this trip because we feel it would be a great learning experience for all students and types of learners. The Liberty science center offers hands-on activities, workshops and exhibits that directly align to our Science standards. This is an opportunity for inner city school children to get an opportunity to learn outside of the classroom and apply what they have learned to the real world.
Teacher Chaperons	Ms.Lopez, Ms. Silva, Ms. Ward
Parent Chaperones	N/A
Cost to Student	0.00
Cost of Trip	$2,100.00

Group	**4th Grade**
Date of Trip	June 6, 2025
Destination	Fun Plex
Purpose	STEM
Teacher Chaperons	Ms. Perez, Mr. Lopez, Ms. Queroli, Ms. Orozco, Ms. Marrero, Mr. Jackson, Mr. Whitaker, Ms. Primiano
Parent Chaperones	N/A
Cost to Student	0.00
Cost of Trip	$2,478.00

Group	**8th Grade**
Date of Trip	June 13, 2025
Destination	Dorney Park
Purpose	8th Grade Graduation Trip
Teacher Chaperons	Ms. Mendez, Ms. Nova, Mr. Golombuski, Ms. Santos, Ms. Cardona, Ms. Roemer, Mr. Bush, Mr. Gutierrez, Ms. Rodriguez, Ms. Cruz
Parent Chaperones	N/A
Cost to Student	0.00
Cost of Trip	$4,306.65

RECORD OF VOTE Resolution(s) # **E-1 thru E-2**

Moved by:	Ms. Zarala Zabala-Kelly	Seconded by:	Ms. Tahira Strand

Board Member	**Aye**	**Nay**	**Abstain**	**Absent**
Adubato, Theresa	X			
Barbaran, Dr. Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrianne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Strand, Tahira	X			
Zabala-Kelly, Zarala	X			
Total Votes	9	0	0	0

XV. PERSONNEL

P-1 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby approve leave as follows:

Name	Position	Leave	Start date	Return Date
Mary Luz Nova	Instructional Assistant	FMLA	August 4, 2025	November 10, 2025

P-2 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby accept the resignation of the following staff members:

Name	Position	Salary	Effective Date
Jaqueline Jones	Substitute Teacher	$52,000	April 4, 2025
Tina Trueba	P/T BA/Board Secretary	$75,000	April 3, 2025

P-3 Be it resolved that the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do hereby approve the appointment of Lucy Bernardo to the position of Operations Manager/Assistant Board Secretary (Job Description approved at the March 20, 2025 Board Meeting)

RECORD OF VOTE Resolution(s) # **P-1 thru P-3**

Moved by:	Ms. Tahira Strand	Seconded by:	Ms. Theresa Adubato

Board Member	**Aye**	**Nay**	**Abstain**	**Absent**
Adubato, Theresa	X			
Barbaran, Dr. Claudio	X			
Caraballo, Wilfredo	X			
Davis, Adrianne	X			
Detore, Robert	X			
Johnson, Galen	X			
Pichardo, Wilson A.	X			
Strand, Tahira	X			
Zabala-Kelly, Zarala	X			
Total Votes	9	0	0	0

XVI. OLD BUSINESS None

XVII. NEW BUSINESS None

XVIII. COMMENT (NON-AGENDA ITEMS) None

XIX. ADJOURNMENT

Be it resolved that on this date **April 10, 2025**, at the REGULAR Meeting of the Board of Trustees of the Robert Treat Academy Charter School, Inc., the officers and members of the Board of Trustees do, hereby, formally adjourn.

Motion Mr. Caraballo, second Ms. Zabala-Kelly and voice vote adjourn regular session 6:32 P.M.

Respectfully submitted,

Dr. Melissa Simmons
Business Administrator/Board Secretary
April 10, 2025