



## MINUTES

For

## Board Meeting

*November 26, 2024*

Academy for Urban Leadership Charter School  
Perth Amboy, NJ

Dr. Paul Oliveira  
Lead Administrator

Norma Diaz  
Business Administrator/Board Secretary

Norma Diaz  
High School Principal

Tobi Knehr  
Middle School Administrator

## **I. CALL TO ORDER:**

**The meeting was called to order at 6:42 PM by President Eloisa Hernandez-Ramos**

In accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., notice of this meeting has been publicized by having the date, time, and location of the meeting posted at the school, on the school website and advertised in the Home News Tribune which has been designated as the Board's official newspaper within the legal time required. Time will be allotted for public comment at this meeting.

## **II. FLAG SALUTE:**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

## **III. MISSION STATEMENT:**

To employ an educational design and experience that merges the highest standards of academic excellence while fostering convictions and commitment to social and economic justice. The school acknowledges that both family and community involvement are integral to the student's academic achievement level, and will focus on fostering strong relationships between the school, family, and community. Through these partnerships, the school will strive to create a nurturing environment by providing each student with the five resources deemed necessary for healthy child development by the President's Summit for America's Future. These include: a one-on-one relationship with a caring adult, a safe place to learn and grow, a healthy start, a marketable skill through effective education, and a chance to give back to peers and the community.

In order to provide a quality education, the curriculum offered will involve rigorous academics with a holistic approach to education. Special emphasis will be placed on service learning and espousing the importance of civic and social responsibility. The development of character, leadership skills, conflict resolution abilities, and community responsibility will be stressed to provide the students with the necessary tools to become contributing members of a democratic society.

## **IV. ROLL CALL:**

| <b>Board Members</b>               |         | <b>Additional Attendees</b>                  |         |
|------------------------------------|---------|----------------------------------------------|---------|
| Ms. Eloisa Hernandez, President    | Present | Dr. Paul Oliveira, Chief Lead Administrator  | Present |
| Ms. Michelle Roman, Vice President | Absent  | Ms. Norma Diaz, High School Principal        | Present |
| Ms. Mayra Mercado, Board Member    | Present | Ms. Norma Diaz, SBA/Board Secretary          | Present |
| Ms. Lyner Perez, Board Member      | Absent  | Mrs. Tobi Knehr, Middle School Administrator | Present |
| Ms. Yadira Puntiel, Board Member   | Present | Ms. Patricia Bombelyn, Board Attorney        | Absent  |

|                                       |         |  |  |
|---------------------------------------|---------|--|--|
| Mr. Ambiorix Ramirez,<br>Board Member | Present |  |  |
|---------------------------------------|---------|--|--|

## V. APPROVAL OF MINUTES:

Motion to approve the public and closed Session Minutes of the Board Meeting held on:  
(Copies in the hands of Board Members).

### i. June 26, 2024 - Organizational Meeting -

| Board Member                       | Motion | Second | Aye | Nay | Abstention |
|------------------------------------|--------|--------|-----|-----|------------|
| Ms. Eloisa Hernandez, President    |        |        | x   |     |            |
| Ms. Michelle Roman, Vice President |        |        |     |     |            |
| Ms. Yadira, Puntiel, Board Member  |        |        | x   |     |            |
| Mr. Ambiorix Ramirez, Board Member |        | 2      |     |     | x          |
| Ms. Lyner Perez, Board Member      |        |        |     |     |            |
| Ms. Mayra Mercado, Board Member    | 1      |        |     |     | x          |

### ii. August 19, 2024 - Board Retreat - Tabled

| Board Members                      | Motion | Second | Aye | Nay | Abstain |
|------------------------------------|--------|--------|-----|-----|---------|
| Ms. Eloisa Hernandez, President    |        |        |     | x   |         |
| Ms. Michelle Roman, Vice President |        |        |     |     |         |
| Ms. Yadira, Puntiel, Board Member  |        |        |     |     | x       |
| Mr. Ambiorix Ramirez, Board Member | 1      |        |     | x   |         |
| Ms. Lyner Perez, Board Member      |        |        |     |     |         |
| Ms. Mayra Mercado, Board Member    |        | 2      |     | x   |         |

### iii. August 28, 2024 - Board Meeting

| Board Members | Motion | Second | Aye | Nay | Abstain |
|---------------|--------|--------|-----|-----|---------|
|---------------|--------|--------|-----|-----|---------|

|                                    |   |   |   |  |   |
|------------------------------------|---|---|---|--|---|
| Ms. Eloisa Hernandez, President    |   |   | x |  |   |
| Ms. Michelle Roman, Vice President |   |   |   |  |   |
| Ms. Yadira, Puntiel, Board Member  |   |   |   |  |   |
| Mr. Ambiorix Ramirez, Board Member |   | 2 |   |  | x |
| Ms. Lyner Perez, Board Member      |   |   |   |  |   |
| Ms. Mayra Mercado, Board Member    | 1 |   | x |  |   |

iv. September 11, 2024 - Emergency Board Meeting

| Board Members                      | Motion | Second | Aye | Nay | Abstain |
|------------------------------------|--------|--------|-----|-----|---------|
| Ms. Eloisa Hernandez, President    |        |        | x   |     |         |
| Ms. Michelle Roman, Vice President |        |        |     |     |         |
| Ms. Yadira, Puntiel, Board Member  |        |        | x   |     |         |
| Mr. Ambiorix Ramirez, Board Member | 1      |        | x   |     |         |
| Ms. Lyner Perez, Board Member      |        |        |     |     |         |
| Ms. Mayra Mercado, Board Member    |        | 2      | x   |     |         |

v. September 25, 2024 - Board Meeting

| Board Members                      | Motion | Second | Aye | Nay | Abstain |
|------------------------------------|--------|--------|-----|-----|---------|
| Ms. Eloisa Hernandez, President    |        |        | x   |     |         |
| Ms. Michelle Roman, Vice President |        |        |     |     |         |
| Mr. Saad Syed, Corporate Secretary |        |        |     |     |         |
| Ms. Yadira, Puntiel, Board Member  |        |        | x   |     |         |
| Mr. Ambiorix Ramirez, Board        | 1      |        | x   |     |         |

|                                 |  |   |   |  |  |
|---------------------------------|--|---|---|--|--|
| Member                          |  |   |   |  |  |
| Ms. Lyner Perez, Board Member   |  |   |   |  |  |
| Ms. Mayra Mercado, Board Member |  | 2 | x |  |  |

**vi. October 23, 2024 - Special Board Meeting**

| Board Members                      | Motion | Second | Aye | Nay | Abstain |
|------------------------------------|--------|--------|-----|-----|---------|
| Ms. Eloisa Hernandez, President    |        |        | x   |     |         |
| Ms. Michelle Roman, Vice President |        |        |     |     |         |
| Ms. Yadiria, Puntiel, Board Member |        |        | x   |     |         |
| Mr. Ambiorix Ramirez, Board Member |        | 2      | x   |     |         |
| Ms. Lyner Perez, Board Member      |        |        |     |     |         |
| Ms. Mayra Mercado, Board Member    | 1      |        | x   |     |         |

**vii. October 30, 2024 - Regular Board Meeting -Tabled**

| Board Members                      | Motion | Second | Aye | Nay | Abstain |
|------------------------------------|--------|--------|-----|-----|---------|
| Ms. Eloisa Hernandez, President    |        |        |     |     |         |
| Ms. Michelle Roman, Vice President |        |        |     |     |         |
| Ms. Yadiria, Puntiel, Board Member |        |        |     |     |         |
| Mr. Ambiorix Ramirez, Board Member |        |        |     |     |         |
| Ms. Lyner Perez, Board Member      |        |        |     |     |         |
| Ms. Mayra Mercado, Board Member    |        |        |     |     |         |

**VI. CORRESPONDENCE:**

All correspondence was included in the lead report presented by Dr. Oliveira.

## **VII. PUBLIC COMMENTS (agenda items only):**

The Board President invites members of the public to present any comments to the Board (limited to three minutes). Please begin your comments by stating your name and address. Individuals are invited to speak on one topic at a time, and no individual will speak more than once until all individuals so desiring have spoken once. The public is reminded to ensure the efficient and orderly operations of the meeting; members will be limited to speaking on agenda items for three minutes.

Ms. Alicia Vaquero, a parent of a middle school student, expressed her interest in becoming a member of the Board of Trustees. She mentioned that it would be an honor to serve the students and teachers of AULCS.

Susan Spiecker, AULCS art teacher expressed her concern about the rumors from students, staff, and the community about the school closing. She requested that the board and administration take action in putting those rumors to rest. She expressed that many students are asking about it and she does not want the school to close. Dr. Oliveira reported that rumors are false and the state has not given any indication that the school will be closing. The school is in a five-year probationary period and everyone should continue to work in increasing student enrollment and achievement. The administration will be meeting with the state again in February.

## **VIII. PRESENTATIONS:**

Ms. Vaquero was sworn in as a board member. **6:56 PM**

## **IX. STAKEHOLDERS REPORTS: None**

## **X. CHIEF LEAD ADMINISTRATORS REPORT: November 2024 7:15 PM**

Presented by Dr. Oliveira

## **XI. COMMITTEE REPORTS: *Committee reports began at 7:47 PM***

1. Academic Excellence **7:47 PM**
2. Human Resources and Recognition **7:49 PM**
3. Finance and Facilities **7:52 PM**
4. Executive/Governance **8:12 PM**

### **ACADEMIC EXCELLENCE**

The Academic Excellence Committee, upon recommendation of the Lead Administrator, presents the following motions to the Academy for Urban Leadership Charter School Board of Trustees for approval:

1. Approve the AULCS (LIEP) three-year plan for multilingual learners in school years 2024 - 2027.
2. Approve the AULCS school self-assessment for determining grades under the

Anti-Bullying Bill of Rights Act for the school year July 1, 2023- June 30, 2024.

3. Approve AULCS Field Trips. Copy in the hands of the board of trustees. Acct. #11-000-270-500-000-072.
4. Amend the Board of Trustees action on past Academic Excellence reports as listed:  
Revised AULCS Field Trips. Copy in the hands of the board of trustees. Acct. #11-000-270-500-000-072.

### **HUMAN RESOURCE AND RECOGNITION**

The Human Resource and Recognition Committee, upon recommendation of the Lead Administrator, presents the following motions to the Academy for Urban Leadership Charter School Board of Trustees for approval. All appointments and reappointments are contingent upon and may be modified based on student participation and the district's receipt of sufficient State School Aid and other revenue funding.

1. Approve the temporary suspension of the following employee:

| #  | Employee      | Position Title                         | Effective Date |
|----|---------------|----------------------------------------|----------------|
| 1. | Dr. Luis Diaz | Teacher of Bilingual Biology/Chemistry | 11/27/2024     |

2. Appoint the following staff as listed (Certified):

| # | Candidates Name  | Effective Date | Degree | Credited Exp./ Step | Assigned Subj. Area | Location    | Total Annual Salary Rate |
|---|------------------|----------------|--------|---------------------|---------------------|-------------|--------------------------|
| 1 | Doneta Christian | 11/01/2024     | MBA    | 0                   | ESL                 | High School | \$62,500.00              |

3. Appoint the following staff as listed for 2024-2025 Stipend Positions:

| # | Employee Name | Stipend Position  | Stipend Amount |
|---|---------------|-------------------|----------------|
| 1 | Douglas Frost | Audio Visual Club | \$500.00       |

|   |                 |                        |          |
|---|-----------------|------------------------|----------|
| . |                 |                        |          |
| 2 | Stephen Barnett | Music Club Advisor     | \$500.00 |
| . |                 |                        |          |
| 3 | Leni Cordero    | Class Advisor Grade 9  | \$500.00 |
| . |                 |                        |          |
| 4 | Leni Cordero    | Class Advisor Grade 10 | \$500.00 |
| . |                 |                        |          |

4. Amend the Board of Trustees action on past Human Resources and Recognition reports as listed:

| #  | Date    | Item # | Action                                                                                 |
|----|---------|--------|----------------------------------------------------------------------------------------|
| 1. | 9/25/24 | 5      | Rescind the appointment for Norma Diaz, School Business Administrator/Board Secretary. |

## **FINANCE AND FACILITIES**

The Finance and Facilities Committee, upon recommendation of the Lead Administrator and the School Business Administrator, presents the following motions to the Academy for Urban Leadership Charter School Board of Trustees for approval.

1. Approve the Bills List for the period of October 31, 2024, to November 26, 2024.
2. Approve the Board Secretary Report and Treasurer Report for October 2024.
3. Approve HEDI increases based on the HEDI formula for all staff members to be implemented for the December 15, 2024, payroll.
4. Approve the revised utility percentage as requested by the landlord for discontinuation of the 20/80 sharing of the PSE&G bill for 622 Amboy Ave.; and lowering the landlord's contribution from 20% to 5% on the Elizabethtown Gas bill for 622 Amboy Ave; (church requested October through April); discontinuation of the 20/80 sharing of water/sewer assumption to the 100% of that obligation by the school; and assumption of all bills into the name of the school.
5. Approve contracted services with Delta-T Group for substitute teachers and teacher aides to support SY 24-25 instructional programming. Total cost not to exceed \$15,000.00, Acct. #11-190-100-106-000-044.

## EXECUTIVE/GOVERNANCE

The Executive/Governance Committee, upon recommendation of the Chief Lead Administrator, presents the following motions to the Academy for Urban Leadership Charter School Board of Trustees for approval:

\*Second reading of the following policies:

1. Policy # 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised) 2. Policy # 2411 Guidance Counseling (M) (Revised)
3. Policy # 3211 Code of Ethics (Revised)
4. Policy #5570 Sportsmanship (Revised)
5. Policy #5750 Equitable Educational Opportunity (M) (Revised)
6. Policy #5755 Equity in Educational Programs and Services (M) (Abolished) 7. Policy #5841 Secret Societies (Revised)
8. Policy #5842 Equal Access of Student Organizations (Revised)
9. Policy #2423 Bilingual Education (M) (Revised)
10. Policy #2431.4 Prevention & Treatment of Sports-Related Concussions & Head Injuries (M) (R)

\*Second reading of the following Regulations:

1. Regulation #2200 Curriculum Content (M) (Revised)
2. Regulation #5440 Honoring Student Achievement (Revised)
3. Regulation #2423 Bilingual Education (M) (Revised)
4. Regulation #2431.4 Prevention & Treatment of Sports-Related Concussions & Head Injuries (M) (R)

### Consent Agenda Items

***The Consent Agenda was reviewed and considered at 7:58 PM.***

***A Roll Call vote was called with the following votes recorded.***

| Board Members                         | Motion | Second | Aye | Nay | Abstain | Absent |
|---------------------------------------|--------|--------|-----|-----|---------|--------|
| Ms. Elosia Hernandez,<br>President    |        |        | x   |     |         |        |
| Ms. Michelle Roman, Vice<br>President |        |        |     |     |         |        |
| Ms. Yadira, Puntiel, Board<br>Member  |        | 2      | x   |     |         |        |
| Mr. Ambiorix Ramirez,<br>Board Member | 1      |        | x   |     |         |        |

|                                 |  |  |   |  |  |  |
|---------------------------------|--|--|---|--|--|--|
| Ms. Lyner Perez, Board Member   |  |  |   |  |  |  |
| Ms. Mayra Mercado, Board Member |  |  | x |  |  |  |

**MOTION PASSED**

### **XIII. OTHER MOTIONS**

1. Approve the resignation of the following staff:

| # | Employee      | Position Title                           | Effective Date |
|---|---------------|------------------------------------------|----------------|
| 1 | Jeffrey Gumbs | Teacher of Health and Physical Education | 1/21/2025      |

2. Approve the Memorandum of Understanding Dual Enrollment Academic Program with Middlesex Community College and the Academy for Urban Leadership Charter School for School Year 2024-2025.

**Motion: Mrs. Mercado**

**Second: Mr. Ramirez**

*A Roll Call vote was called with the following votes recorded.*

**All In Favor: 4: Mrs. Hernandez Ramos, Mrs. Puntiel, Mr. Ramirez, Mrs. Mercado;**

**Abstained: 0; Opposed: 0**

**MOTION PASSED**

3. Approve the Middlesex Community College High School Scholars Programs for the school year 2024-2025. Total cost not to exceed \$11,205.00, Acct. #11-190-100-500-000-046.

**Motion: Mr. Ramirez**

**Second: Mrs. Mercado**

*A Roll Call vote was called with the following votes recorded.*

**All In Favor: 4: Mrs. Hernandez Ramos, Mrs. Puntiel, Mr. Ramirez, Mrs. Mercado;**

**Abstained: 0; Opposed: 0**

**MOTION PASSED**

4. Motion to approve the contract with School Business Services LLC for services of Bernadette Pinto as School Business Administrator and Board Secretary effective December 1, 2024, as per the contract until June 30, 2025.

**Ms. Puntiel suggested updating the motion to read: Motion to approve the contract with School Business Services LLC for services of Bernadette Pinto as School Business Administrator and Board Secretary effective December 1, 2024, until June 30, 2025, at a rate of \$3,000.00 per month not to exceed \$21,000.00.**

**Motion: Mr. Ramirez                      Second: Mrs. Puntiel**

*A Roll Call vote was called with the following votes recorded.*

**All In Favor: 4: Mrs. Hernandez Ramos, Mrs. Puntiel, Mr. Ramirez, Mrs. Mercado;**

**Abstained: 0; Opposed: 0**

**MOTION PASSED**

5. Move that the Board of Trustees adopt the following resolution authorizing Bernadette Pinto, Business Administrator/Board Secretary, as the district's Qualified Purchasing Agent for the remainder of the 2024-2025 school year as per the contract.

**Motion: Mr. Ramirez                      Second: Mrs. Puntiel**

*A Roll Call vote was called with the following votes recorded.*

**All In Favor: 4: Mrs. Hernandez Ramos, Mrs. Puntiel, Mr. Ramirez, Mrs. Mercado;**

**Abstained: 0; Opposed: 0**

**MOTION PASSED**

6. Approve Ms. Cecilia Vaquero as a Board of Trustees member, effective November 26, 2024.

**Motion: Mr. Ramirez                      Second: Mrs. Mercado**

*A Roll Call vote was called with the following votes recorded.*

**All In Favor: 4: Mrs. Hernandez Ramos, Mrs. Puntiel, Mr. Ramirez, Mrs. Mercado;**

**Abstained: 0; Opposed: 0**

**MOTION PASSED**

7. Accept the resignation of Ms. Michelle Roman, Vice President, effective November 26, 2024.

**Motion: Mr. Ramirez                      Second: Mrs. Puntiel**

*A Roll Call vote was called with the following votes recorded.*

**All In Favor: 4: Mrs. Hernandez Ramos, Mrs. Puntiel, Mr. Ramirez, Mrs. Mercado;**

**Abstained: 0; Opposed: 0**

**MOTION PASSED**

8. Accept the resignation of Ms. Lyner Perez, Board Trustees Board Member, effective November 26, 2024.

*A Roll Call vote was called with the following votes recorded.*

| Board Members                      | Motion | Second | Aye | Nay | Abstain | Absent |
|------------------------------------|--------|--------|-----|-----|---------|--------|
| Ms. Elosia Hernandez,<br>President |        |        | x   |     |         |        |

|                                    |   |   |   |  |  |  |
|------------------------------------|---|---|---|--|--|--|
| Ms. Michelle Roman, Vice President |   |   |   |  |  |  |
| Ms. Yadira, Puntiel, Board Member  |   |   | x |  |  |  |
| Mr. Ambiorix Ramirez, Board Member | 1 |   | x |  |  |  |
| Ms. Lyner Perez, Board Member      |   |   |   |  |  |  |
| Ms. Mayra Mercado, Board Member    |   | 2 | x |  |  |  |

**MOTION PASSED**

#### **XIV. EXECUTIVE SESSION**

Public bodies may meet in closed session when the matters under discussion are:

- (1) Matters made confidential by state, federal law, or rule by court.
- (2) Disclosure would result in an unwarranted invasion of individual privacy unless the person affected consents in writing.
- (3) Disclosure would impair the body's right to receive federal or state funds.
- (4) Collective bargaining.
- (5) Lease or acquisition of property, setting of banking rates, investment of public funds if disclosure would harm the public interest.
- (6) Investigations into violations of law.
- (7) Strategies to protect public security. Pending, ongoing or anticipated litigation or contract negotiation, including attorney-client privilege. The threat of litigation must be more than theoretical for this exemption to apply.
- (8) Personnel matters affecting employees of the public bodies, unless all parties request or consent to a public hearing. Prior to the discussion of personnel, affected employees must be given notice, known as a Rice notice, which gives the employee the right to request a public hearing.
- (9) Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.

Discussion Items: Attorney-Client Privilege - No attorney-client privilege items were discussed.

**Motion to move into Executive Session:** Time Entering \_\_\_\_\_

| <b>Board Members</b>            | <b>Motion</b> | <b>Second</b> | <b>Aye</b> | <b>Nay</b> | <b>Abstain</b> | <b>Absent</b> |
|---------------------------------|---------------|---------------|------------|------------|----------------|---------------|
| Ms. Elosia Hernandez, President |               |               |            |            |                |               |
| Ms. Michelle Roman, Vice        |               |               |            |            |                |               |

|                                    |  |  |  |  |  |  |
|------------------------------------|--|--|--|--|--|--|
| President                          |  |  |  |  |  |  |
| Ms. Yadira, Puntiel, Board Member  |  |  |  |  |  |  |
| Mr. Ambiorix Ramirez, Board Member |  |  |  |  |  |  |
| Ms. Lyner Perez, Board Member      |  |  |  |  |  |  |
| Ms. Mayra Mercado, Board Member    |  |  |  |  |  |  |

**No executive session was held.**

Time Returning \_\_\_\_\_

**COMMENTS FROM THE PUBLIC:**

Members of the public desiring to make a public comment may come forward at this time. Please begin your comments by stating your name and address. Individuals are invited to speak on one topic at a time, and no individual will speak more than once until all individuals so desiring have spoken once.

The public is reminded that to ensure the efficient and orderly operations of the meeting, members of the public will be limited to speaking on items for three minutes.

***The second Public Comment session was opened at 8:32 PM.***

Jada Puntiel, an AULCS alumna, expressed her appreciation for the updated approach to offering AP and dual enrollment courses to students, noting that during her time, she did not receive grades for her advanced courses.

**NEW/UNFINISHED BUSINESS:**

Revise the following Policies and Regulations (Policy 9323: Juvenile Disposition 7610: Vandalism, Policy & Regulation # 2260 and create a new Social Worker Policy)

**BOARD MEMBER COMMENTS:**

**At 6:57 P.M. Board President Hernandez- Ramos appointed Mr. Ramirez as Sergeant in arms and timekeeper.**

**XIV. ADJOURNMENT:**

Motion to Adjourn End Time 8:43 PM\_\_\_\_\_

| Board Members | Motion | Second | Aye | Nay | Abstain | Absent |
|---------------|--------|--------|-----|-----|---------|--------|
|---------------|--------|--------|-----|-----|---------|--------|

|                                       |   |   |   |  |  |  |
|---------------------------------------|---|---|---|--|--|--|
| Ms. Elosia Hernandez,<br>President    |   |   | x |  |  |  |
| Ms. Michelle Roman, Vice<br>President |   |   |   |  |  |  |
| Ms. Yadira, Puntiel, Board<br>Member  | 1 |   | x |  |  |  |
| Mr. Ambiorix Ramirez,<br>Board Member |   | 2 | x |  |  |  |
| Ms. Lyner Perez, Board<br>Member      |   |   |   |  |  |  |
| Ms. Mayra Mercado,<br>Board Member    |   |   | x |  |  |  |