



## AGENDA

For

## Board Meeting

*June 25, 2025*

*6:30 PM*

Academy for Urban Leadership Charter School  
Perth Amboy, NJ

Dr. Paul Oliveira  
Lead Administrator

Ms. Bernadette Pinto  
School Business Administrator/Board Secretary

Ms. Norma Diaz  
High School Principal

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

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             | Ms. Bernadette Pinto, SBA/Board Secretary |  |
| Mr. Ambiorix Ramirez, Vice President        | Ms. Norma Diaz, High School Principal     |  |
| Ms. Mayra Mercado, Corporate Secretary      | Mr. Joseph Roselle, Board Attorney        |  |
| Ms. Cecilia Vaquero, Board Member           |                                           |  |
| Dr. Jose Aviles, Board Member               |                                           |  |
| Mr. Carlos Rei, Board Member                |                                           |  |
| Miss Hermione Herrera, Youth Representative |                                           |  |
| Dr. Paul Oliveira, Chief Lead Administrator |                                           |  |

**V. APPROVAL OF MINUTES:**

Motion to approve the public and closed Session Minutes of the Board Meeting held on: (Provided to the board of members).

i. May 28, 2025 - Regular Board Meeting

| Board Members                          | Motion | Second | Aye | Nay | Abstain |
|----------------------------------------|--------|--------|-----|-----|---------|
| Ms. Eloisa Hernandez, President        |        |        |     |     |         |
| Mr. Ambiorix Ramirez, Vice President   |        |        |     |     |         |
| Ms. Mayra Mercado, Corporate Secretary |        |        |     |     |         |
| Ms. Cecilia Vaquero, Board Member      |        |        |     |     |         |
| Dr. Jose Aviles, Board Member          |        |        |     |     |         |
| Mr. Carlos Rei, Board Member           |        |        |     |     |         |

**VI. CORRESPONDENCE:****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.

**VIII. PRESENTATIONS:** Awards for board members and key staff**IX. STAKEHOLDERS REPORTS:****X. CHIEF LEAD ADMINISTRATORS REPORT: June 2025****XI. COMMITTEE REPORTS:**

1. Youth Representative Report
2. Academic Excellence
3. Human Resources and Recognition
4. Finance and Facilities
5. Executive/Governance

## 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 authorization of the distribution of no monetary valued school-owned memorabilia items as listed below:

| Name of Person         | Memorabilia Item                                                                            |
|------------------------|---------------------------------------------------------------------------------------------|
| Oswaldo Ramos          | Wrestling Singlets/Head Gears                                                               |
| Eloisa Hernandez-Ramos | AULCS tablecloth, welcome sign, backdrop, and a copy of all the yearbooks from 2014 to 2025 |

## 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 Staff HEDI increases based on the updated HEDI formula for all staff members to be implemented for the June 30, 2024, payroll.
2. Retroactively approve the supplemental payment for preparing student and personnel files on the weekend of June 21 and June 22, 2025, not to exceed a total amount of \$2,000.00, for the following staff members:
  - Afeez Abiodun – \$31/hour
  - Aileen Velez – \$30/hour
  - Carmen Vega – \$30/hour
  - Norma Diaz – \$40/hour
  - Dr. Paul Oliveira – \$40/hour
3. Approve the estimated staff vacation and personal day reimbursement as listed below during the June 30, 2025, pay schedule. The below amounts are subject to change should the listed staff members utilize days prior to June 30, 2025.:

| Employee Full Name      | Employee Type                      | Benefit Days<br>Balance 6/16/25 | Pay out     |
|-------------------------|------------------------------------|---------------------------------|-------------|
| Abiodun, Afeez          | BA Assistant                       | 9                               | \$2,223.99  |
| Bonilla, Pedro          | Custodian                          | 5                               | \$1,037.75  |
| Cartagena, Luis         | Security Officer                   | 4                               | \$780.80    |
| Christian, Doneta       | Teacher                            | 1                               | \$325.52    |
| Critelli, Nick          | Teacher                            | 1                               | \$484.89    |
| Diaz, Luis              | Teacher                            | 1                               | \$464.19    |
| Diaz, Norma             | Principal                          | 6                               | \$3,310.32  |
| Fonte, Maribel          | Security Officer                   | 4.65                            | \$789.43    |
| Frost, Douglas          | Teacher                            | 1                               | \$434.84    |
| Oliveira, Paul          | Lead Administrator                 | 18                              | \$13,103.46 |
| Puntiel, Pablo          | Security Officer                   | 7                               | \$1,434.44  |
| Puntiel, Rafael         | Custodian                          | 5                               | \$965.00    |
| Rodriguez, Miriam       | Human Resource Gen                 | 9                               | \$3,439.98  |
| Rojas, Jeriel           | Security Officer                   | 4.5                             | \$932.85    |
| Roy, Pratima            | Teacher                            | 1.5                             | \$552.35    |
| Schaare, Derek          | Teacher                            | 2                               | \$718.76    |
| Sosa, Fausto            | Custodian                          | 1.5                             | \$383.82    |
| Suarez Mendez, Victoria | Security Officer                   | 9.5                             | \$1,536.06  |
| Velez, Aileen           | Administrative Asst                | 0.5                             | \$110.28    |
| Williams, Abraham       | Information Technology Coordinator | 12                              | \$5,500.20  |
|                         |                                    |                                 | \$38,528.92 |

4. Be it resolved that the Board of Trustees hereby approves an amendment to the employment contracts of Ms. Norma Diaz, Principal, and Mr. Paul Oliveira, Chief Lead Administrator, to incorporate benchmark assessments as an accepted measure of student academic growth toward the attainment of merit-based goals in Mathematics and English Language Arts (ELA), in the event that state assessment data is delayed or unavailable during the applicable evaluation period.

Specifically, the contracts shall be revised to reflect that:

**A. Goal 1 – Mathematics:**

An annual salary increase of 2% over the previous year's salary shall be paid by the School to the Employee in the event the average of the **Math scores on either the annual State test or a board-approved benchmark assessment** for grades seven through twelve increases by a minimum of 20% from the average Math scores of the previous school year. This increase shall not be considered "extra compensation" and shall be eligible for pension payments and credits.

**B. Goal 2 – English Language Arts (ELA):**

An annual salary increase of 2% over the previous year's salary shall be paid by the School to the Employee in the event the average of the **ELA scores on either the annual State test or a board-approved benchmark assessment** for grades seven through twelve increases by a minimum of 20% from the average ELA scores of the previous school year. This increase shall not be considered "extra compensation" and shall be eligible for pension payments and credits.

Be it further resolved that the Board authorizes the School's legal counsel to incorporate these changes into the employment agreements of Ms. Diaz and Mr. Oliveira, effective immediately upon approval.

5. Approve the merit pay for Ms. Diaz, Principal, and Dr. Oliveira, Chief School Administrator, whereas the contractual student growth goals for the 2024–25 academic year, as outlined in the School Performance Agreement, have been achieved;

Whereas the LinkIt benchmark assessment data for grades 7–12 indicates the following year-over-year gains:

- **Math:** A 49% increase in average scores, surpassing the 20% growth target;
- **English Language Arts (ELA):** A 46% increase in average scores, also surpassing the 20% growth target;

Whereas the Agreement stipulates the achievement of both targets entitles the Employees, Ms. Diaz, and Dr. Oliveira to a total of 4% annual salary increase over the prior year's salary, which shall be pensionable and not deemed "extra compensation";

Be it resolved that the Board of Trustees formally acknowledges the achievement of the 2024–25 student growth targets and approves the corresponding 4% salary increase for the Employees, Ms. Diaz, and Dr. Oliveira, in accordance with the terms outlined in the Agreement to be implemented for the June 30, 2024, payroll.

## **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 May 23 - June 25, 2025.
2. Approve the Board Secretary Report and Treasurer Report for June 2025.

## 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:

1. Resolved, the Board hereby authorizes the appointed Independent Trustee, David C. Hespe, as signatory of all bank accounts, effective July 1, 2025. The Independent Trustee is further authorized to change the official address of each School account and to take all actions necessary to deposit, withdraw, deduct funds, and otherwise operate the accounts in order to facilitate the closing of the School.
2. Resolved, the Board hereby appoints the Independent Trustee, David C. Hespe, as custodian of records for the period required by law.
3. Resolved, the Board authorizes the Independent Trustee, David C. Hespe, to transfer property acquired by federal or state grants to other charter schools, school districts, or like nonprofits in the best interests of the Independent Trustee and in accordance with law.
4. Resolved, the Board hereby designates the Independent Trustee to maintain and administer all financial, administrative, and contractual records for the period required by law.
5. Resolved, the Board hereby designates and authorizes the Independent Trustee to file final federal, state, and local employer payroll tax returns and issue final W-2 and 1099 forms.
6. Resolved, the Board hereby designates the Independent Trustee to file all required corporate documents with the appropriate governmental agencies.
7. Resolved, the Board hereby approves the Charter School Annual Report for the 2024-2025 fiscal year or such other period as may be addressed therein. A copy of the report is available in the Office of the Business Administrator..
8. Resolved, the Board hereby approves the electronic violence and vandalism report, as required by law and state regulation.
9. Resolved, the Board hereby approves the annual HIB submission to the New Jersey Department of Education for the 2024-2025 school year, as required by law and state regulation.
10. Resolved, due to the actions of the New Jersey Department of Education and the loss of the School Charter, the Board hereby takes action to officially dissolve the Board of Trustees, effective at the close of business on June 30, 2025, and further designates Eloisa Hernandez, current Board President, as the authorized trustee member to sign any required dissolution documents on behalf of the Board should it be necessary to do so beyond June 30, 2025.
11. Resolved, the Board authorizes the Independent Trustee to retain an independent auditor to complete the annual final fiscal audit, and further authorizes the Independent Trustee

to utilize School escrow funds to pay for the audit, and to submit the final fiscal audit to the New Jersey Department of Education upon completion.

12. Resolved, the Board authorizes the purchase of a tail insurance coverage policy from NJSIG including Directors and Officers Insurance, as well as payment to NJSIG for such policy, based upon the quote received for same, for the necessary period of time subsequent to June 30, 2025 in order to close out school operations and provide coverage to the School, its directors, officers and remaining employees, during such time.
13. Resolved, the Board hereby designates the Independent Trustee to collect all debts, receive all revenues, pay all creditors, and dispose of assets following June 30, 2025.
14. Resolved, the Board hereby designates the Independent Trustee to enter into any necessary contracts, leases or agreements, if and when necessary subsequent to June 30, 2025, in order to allow for the lease of space and payment for same, as well as payment for related utilities, rentals, computer service and other similar items, in order to close out school operations.
15. Resolved, the Board hereby authorizes the Business Administrator, and/or her authorized designee, to enter into an agreement on behalf of the School for the rental of a storage facility or other storage space in order to house School property, records and other items, as may be necessary and for a period of time to be determined while school operations are closed out.
16. Resolved, the Board hereby authorizes the Business Administrator, and/or her authorized designee, to establish a new mailing address for the School, including entering into a contract for a Post Office Box, to receive mail related to the School and as an official designated mailing address.
17. Resolved, the Board hereby authorizes the donation of kitchen equipment and chromebooks, which are no longer necessary for school purposes, to interested school districts and public entities. A list of the donated items will be maintained by the Business Administrator.

#### Consent Agenda Items

| Board Members                          | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------------------------------|--------|--------|-----|-----|---------|--------|
| Ms. Eloisa Hernandez, President        |        |        |     |     |         |        |
| Mr. Ambiorix Ramirez, Vice President   |        |        |     |     |         |        |
| Ms. Mayra Mercado, Corporate Secretary |        |        |     |     |         |        |
| Ms. Cecilia Vaquero, Board Member      |        |        |     |     |         |        |
| Dr. Jose Aviles, Board Member          |        |        |     |     |         |        |
| Mr. Carlos Rei, Board Member           |        |        |     |     |         |        |

#### XIII. OTHER MOTIONS:

| Board Member                           | Motion | Second | Aye | Nay | Abstention |
|----------------------------------------|--------|--------|-----|-----|------------|
| Ms. Eloisa Hernandez, President        |        |        |     |     |            |
| Mr. Ambiorix Ramirez, Vice President   |        |        |     |     |            |
| Ms. Mayra Mercado, Corporate Secretary |        |        |     |     |            |
| Ms. Cecilia Vaquero, Board Member      |        |        |     |     |            |
| Dr. Jose Aviles, Board Member          |        |        |     |     |            |
| Mr. Carlos Rei, Board Member           |        |        |     |     |            |

#### **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

#### **Motion to move into Executive Session: Time Entering**

| Board Member                           | Motion | Second | Aye | Nay | Abstention |
|----------------------------------------|--------|--------|-----|-----|------------|
| Ms. Eloisa Hernandez, President        |        |        |     |     |            |
| Mr. Ambiorix Ramirez, Vice President   |        |        |     |     |            |
| Ms. Mayra Mercado, Corporate Secretary |        |        |     |     |            |
| Ms. Cecilia Vaquero, Board Member      |        |        |     |     |            |
| Dr. Jose Aviles, Board Member          |        |        |     |     |            |
| Mr. Carlos Rei, Board Member           |        |        |     |     |            |

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.

**NEW/UNFINISHED BUSINESS:****BOARD MEMBER COMMENTS:****XIV. ADJOURNMENT:**Motion to Adjourn

End Time

| Board Member                           | Motion | Second | Aye | Nay | Abstention |
|----------------------------------------|--------|--------|-----|-----|------------|
| Ms. Eloisa Hernandez, President        |        |        |     |     |            |
| Mr. Ambiorix Ramirez, Vice President   |        |        |     |     |            |
| Ms. Mayra Mercado, Corporate Secretary |        |        |     |     |            |
| Ms. Cecilia Vaquero, Board Member      |        |        |     |     |            |
| Dr. Jose Aviles, Board Member          |        |        |     |     |            |
| Mr. Carlos Rei, Board Member           |        |        |     |     |            |