



Board of Trustees Meeting June 23, 2025 (Virtual)
 Marion P. Thomas Charter High School of Culinary and Performing Arts
 125 Sussex Avenue, Newark, NJ 07103

June 23, 2025 | 5:00 PM ET

Zoom:

<https://us02web.zoom.us/j/87205682710?pwd=dWh4bE5qWCtkWk9PcThPSWdLbVZZUT09>

1. CALL TO ORDER – Open Public Meetings Act - 5:07 PM

- The New Jersey Open Public Meetings Act (“Act”) was enacted to ensure the right of the public to have advance notice of, and to attend meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Marion P Thomas Charter School Board of Trustees has caused notice of this meeting to be advertised by having the date, time, and place there of posted on the district’s website (www.mptcs.org), in the office of the Clerk of the City of Newark, and was published in the Star-Ledger in August 2024.

2. ROLL CALL

Board Member	Present	Absent	Board Member	Present	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Toni Ince	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Non-Voting Board Members Present	
Elijah Griffiths (Board Secretary/Administrator)	Tina Jalloh (Board Attorney)
Angela Mincy, Chief School Administrator/Superintendent	Joshua Solow (School Business Administrator)

** Motion Seconded



3. CHAIRMAN'S UPDATE

- Chairman Rouse gave an update.

4. SUPERINTENDENT'S UPDATE

- Ms. Mincy gave a presentation update.

6. COMMITTEE REPORTS

Personnel Committee

- Thank you so much. Our personnel committee did meet and we have a quick report here today. And it's good, Sankofa, we have one vacancy, so 95% filled. PAC we have 4 vacancies, so we're 94% filled. STEAM, we have 5 vacancies and so we're 93% filled. And at the high School there are 12 vacancies. And so that increased it by 86% and at Central Office 1. So total across the district we have 9% vacancies, which is trending again in the right direction from where we were in previous years with our vacancies. That's the report for today. And I would like to take an opportunity to ask for a motion to bundle these together as well. And I will recuse myself of 2025-6-23-6 which is the approval of the school physician. The school physician is my children's physician. So I will recuse myself of voting there. (Rouse)

Operations & Finance Committee

- First I was talking about enrollment. We had an enrollment update for the upcoming school year 2025 through 2026 and you all should be pleased to know that our budget target for enrollment was 1300. And that includes preschool and our actual as of right now is 1306. So we've actually exceeded our enrollment goal. We have an internal stretch goal of 1400. So we're not quite there yet for our stretch goal. But as far as the state is concerned, we have exceeded our budget. We do have a number of families that are still in the enrollment pipeline and it is possible that these numbers get even stronger. Moving on, we did discuss the academic calendar being adjusted. We did discuss the impact on the report cards as well and also just moving from like semesters that are or quarters to moving to trimesters as a change in the calendar. So that you'll see a vote on the calendars in our finance and operations package. Moving on to facilities we are putting forth a motion to hire a new pest control company and this new pest control company is one that we've gotten some other good recommendations references from other schools and other entities that use this company. The cost is actually even more cost effective and they are more responsive and that's the most important thing that they will do a better job at getting after the critters that are seizing upon the village. And so we're excited about that. Also in facilities, we had a district wide roof study done where we looked at the conditions of all the roofs and we will be just following up with friends to make sure that we have an action plan for which roofs need to be replaced and/or serviced. We did discuss the number of I'm going to call them job tickets that have been closed. We've closed just about all of the open tickets. Most were around things like bathrooms that had plumbing issues, sinks that were falling off of walls. We also looked into replacing vandalism issues. We've repaired vandalism issues, we've done a number of door hardware changes and our committee asked a bunch of questions about pest control as well. Moving on to the financial portion of the meeting, you'll see a motion to approve our payrolls, which the June payroll is one of the larger ones, but some of the employees are being paid by grants and you'll also see a motion to approve the employees that are covered by grants. In speaking to our budget, so our budget deficit that we're expecting is about 117K lower than what we thought it was going to be and our initial scope for this next year. But we do have a budget



deficit of about 900K that we're expecting. I will say that our budget for this year that's just concluding the budget deficit was significantly smaller than what we anticipated and that that's a good thing as well. Finally, moving on to this, our financial picture, our cash balance is about where it was a year ago or just under \$17 million, but going back to where we were in 2023, we're about almost 5 million higher and versus where we were in 2022 of almost 7 million higher. So we the school really is in a strong financial picture, which again we are running a deficit this year, our deficits going to grow next year, but we do have the cash on hand to withstand that. And if we end up outperforming our enrollment goal, then that does have the ability to shrink that deficit even more. I also like to highlight that the per pupil number that the state is giving is going down. So in the fiscal year 25 budget. We budgeted 20,754 per pupil and it's dropping to 20,436 per pupil, which sounds like a small decrease. But when you multiply that across 1300 students, it really does result in a tough budget environment for the upcoming school year, so that's our committee. That's our report. (Boomer)

Curriculum & Instruction Committee

- Good evening again. The committee has nine items to be presented to the board tonight and hopefully that you know the other Members have had a chance to read them. Most of these are renewals and Mr. Abbaleo can help me in that regard. So we have the focus Grant Bridge grant Science contract. The memorandum of understanding from NJIT. Lincoln Renewal contract and the Spanish program Senderos and I believe Mr. Abbaleo did we didn't talk about that in the Open board yet. And then we finally have the field trip that are always on our agenda to present to the board. (Towe)
 - The only thing I would add is that the just a quick shout out to Director Wilson because the two grants focus grant and Bridge Grant, they are literacy based grants, that one was a non competitive grant and one was a competitive grant that she applied for and was awarded both. So a big shout out to her!

Culture & Climate + Alumni Committee

- Good evening everyone. Today's report will be short and sweet because a lot of it was covered in our Superintendent reports. It's always very thorough into what's going on at the school level. So during that meeting we did cover a lot of the grants that you guys heard about and contracts and different initiatives. We also discussed a comprehensive survey. So we as the board decided to bring it outside partner to do a comprehensive survey of the culture and climate at all levels of the school, in honor of our 25th anniversary. We've heard about multiple times at this point, we are deciding to, you know, pay basically to do a check in check in for ourselves at the board level for our staff, our families. and for our students, so we have hired an outside firm to do these four different surveys for us, so that we can really understand where we are excelling and where we have opportunities to improve as we inform the next 25 years. So that was a large part of the discussion. And then also we discussed the scholarship. So as we close out this school year. The class of 2025 secured over \$4 million in scholarships and 100% acceptance into a trade school or 2 year or four-year institution. And that concludes my report out. (Gilchrist)

Safety Committee

- Hi everybody. I'll make it quick. Safety Committee encompasses all safety aspects of the school as well as student discipline and student grievances and things like that, as well as HIB type subjects. So the last meeting we went back over, there's still some policies that we are developing related to safety Progress has been made. We still need to finalize some things and again, you know priority



wise we had to focus on NG in some places, so I'll take the hit on the delay on getting some of these policies finalized. But we'll get it done before the next school year. That's what we're aiming to get done. We spent a good amount of time talking about security in this last meeting as well and just getting an accurate assessment of where we stand and whether we, you know, just going into the next school, you're wanting to make sure that we have a significant or sufficient resources from a security perspective to ensure a safe school. As you know, the base of the Maslow pyramid is feeling safe and secure, so we want to make sure that's in place. To that end, we're looking forward to our school leaders in that respect providing a state of security report and the board has offered to support in terms of bringing in an outside contractor to do an assessment, to do an enhanced assessment if that would be helpful as well. So those are things that are under consideration. Also, obviously we're keeping an eye on the national issue of continued fear due to potential ice raids that runs rampant through urban centers and how that affects our village and we always keep an eye on basically what we can do again to make our village feel safe. So just be aware that we are keeping an eye on that and trying to look for what we can do within our sphere of influence or our ability to control things. That's all I got for the report. Any questions? (Valdivieso)

- Chairman Rouse requested a report showcasing safety gains.

Executive Committee

- Moved to closed session. (Rouse)



6. RESOLUTIONS

I. [2025-6-23-A: Approval of the June 23, 2025 BOT Re-Org Meeting Agenda](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Toni Ince**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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II. [2025-6-23-B: Approval of the May 14, 2025 BOT Meeting Minutes](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Julio Valdivieso	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dashay Carter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						

Discussion:

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III. [2025-6-23-1: Nomination/Election of MPTCS BOT Members](#)

Discussion:

- Mr. Boomer’s Nominication: Rouse - Gilchrist | Approved
Mr. Boomer’s 4-Year Term: Rouse - Ince | Approved & Took Oath
- Mr. Valdivieso’s Nominication: Ince - Boomer** | Approved
- Mr. Valdivieso’s 4-Year Term: Boomer - Ince** | Approved & Took Oath
- Dr. Towe’s Nominication: Gilchrist - Valdivieso** | Approved
- Dr. Towe’s 4-Year Term: Boomer - Ince** | Approved & Took Oath
- Mr. Daryl Stewart’s 4-Year Term: Towe - Gilchrist** | Approved & Took Oath

IV. *PACKAGE C - Z3: Motion: Rouse - Boomer** | Approved*
[2025-6-23-C: Approval of the Regular Meeting Dates 2025/2026 School Year](#)
[2025-6-23-D: Approval of Special Meetings](#)

** : Motion Seconded



- [2025-6-23-E: Approval of the Superintendent's Appointments](#)
- [2025-6-23-F: Adoption of Code of Ethics](#)
- [2025-6-23-G: Adoption of Policies](#)
- [2025-6-23-H: Depository of Funds](#)
- [2025-6-23-I: Newspaper of Record](#)
- [2025-6-23-J: Authorize the SBA to Audit and CSA to Approve Bill Payments](#)
- [2025-6-23-K: Authorize Payment of Bills Between Meetings](#)
- [2025-6-23-L: Appoint a School Purchasing Agent](#)
- [2025-6-23-M: Authorize purchases below 15% of the Bid Threshold without competitive quotations](#)
- [2025-6-23-N: Approve the SBA to purchase from current and valid State Contract Vendors under their applicable state contract titles](#)
- [2025-6-23-O: CSA and SBA to make line item budget transfers between board meetings and all transfers to be ratified at the next regular board meeting](#)
- [2025-6-23-P: Appoint Labor Attorney](#)
- [2025-6-23-Q: Appoint Board Attorney](#)
- [2025-6-23-R: Appoint Board Secretary](#)
- [2025-6-23-R1: Appoint School Business Administrator](#)
- [2025-6-23-S: Appoint Architect of Record](#)
- [2025-6-23-T: Approve Voluntary Payroll Deduction Companies](#)
- [2025-6-23-U: Approve NJ Uniform Chart of Accounts](#)
- [2025-6-23-V: Cooperative Purchasing](#)
- [2025-6-23-W: Approve NJSIG as the Insurance Broker of Record for Property and Casualty, and Workers Compensation Insurance](#)
- [2025-6-23-X: Approve Use of Facsimile Signatures](#)
- [2025-6-23-Y: Approve Medical Broker of Record for Dental and Vision Insurance Coverage](#)
- [2025-6-23-Z: Appoint Affirmative Action Team](#)
- [2025-6-23-Z1: Approve Bank Signatories on Accounts](#)
- [2025-6-23-Z2: Approve External Audit Firm](#)
- [2025-6-23-Z3: Approval of Comprehensive Equity Plan](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Julio Valdivieso	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

- Valdivieso asked three clarifying questions about three of these resolutions to gain understanding.
- Approved with amendment that any saying superintendent and chief administrative officer, any references to these should be considered the same as saying chief school administrator which is CSA.

** : Motion Seconded



- V. *PACKAGE 2 & 7: Motion: Rouse - Boomer** | Approved*
[2025-6-23-2: Approval of June 25' Personnel Report](#)
[2025-6-23-3: Approval of 2025-2026 Personnel Actions](#)
[2025-6-23-4: Approval of Superintendent Authorization Personnel Actions](#)
[2025-6-23-5: Approval of Teach for America Contract](#)
[2025-6-23-6: Approval of School Physician Contract](#)
[2025-6-23-7: Approval of Spanish Ministry of Education Contract](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

- Rouse recused himself from voting 2025-06-23-6.

- VI. *PACKAGE 8 & 17: Motion: Boomer - Valdivieso** | Approved*
[2025-6-23-8: Approval of June 25' Finance Report](#)
[2025-6-23-9: Renewal of School Business Svcs. Agreement - SBO Management LLC.](#)
[2025-6-23-10: Approval of the School Calendar for SY 25-26'](#)
[2025-6-23-11: Approval of NJDOE Bathroom Waiver](#)
[2025-6-23-12: Approval of Proprietary Computer Hardware/Software Companies](#)
[2025-6-23-13: Approval of the Fire Alarm Monitoring Contract](#)
[2025-6-23-14: Approval of the Pest Control Agreement](#)
[2025-6-23-15: Approval of the MPTCS Budget FY 26' & NJDOE Submission](#)
[2025-6-23-16: Approval of Professional Services](#)
[2025-6-23-17: Approval of Employees Applied to Grants](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Julio Valdivieso	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

** : Motion Seconded



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- VII. *PACKAGE 18 & 26: Motion: Towe -Vvaldivieso** | Approved*
[2025-6-23-18: Approval of Focus Grant.](#)
[2025-6-23-19: Approval of Bridge Grant](#)
[2025-6-23-20: Approval of Science Contracts - S2S & LSC](#)
[2025-6-23-21: Approval of NJIT MOU](#)
[2025-6-23-22: Approval of Link It Renewal Contract for SY 25-26'](#)
[2025-6-23-23: Approval of Senderos \(HS Spanish\) Contract](#)
[2025-6-23-24: Approval of MDFAME Contract](#)
[2025-6-23-25: Approval of SPED and Support Service Renewal Contracts \(4\)](#)
[2025-6-23-26: Approval of Field Trips](#)

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Vincent Rouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allan Boomer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Briana Gilchrist	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toni Ince	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Princess Towe**	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Julio Valdivieso	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Discussion:

- Item 23 - pending approval by Attorney Jalloh

** : Motion Seconded



7. PUBLIC COMMENT - It is now time for public participation. To engage in public comment, all speakers must register via the district's website no later than 5 calendar days prior to the advertised meeting by 5:00 PM ET. Please state your name and address for the record. All speakers will have 2-minutes to address the BOT.

- K. Little
- C. Siegel

EXECUTIVE SESSION | Motion: Rouse - Valdivieso** | Approved

LEAVE EXECUTIVE SESSION | Motion: Towe - Valdivieso** | Approved

8. CLOSED SESSION - 9:25 PM

9. CLOSING REMARKS FROM BOARD CHAIR:

Thank you to all for your hard work and dedication to the village. Have a great evening! Committees thank you for meeting.

10. MOTION TO ADJOURN: 9:25 PM ET Boomer - Towe** | Approved

Respectfully submitted at: 6/23/2025

Submitted by: Elijah D. Griffiths

** : Motion Seconded