

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

Tuesday, April 15, 2025
5:00 PM

MEETING MINUTES

CALL TO ORDER:

A meeting of the Pace Charter School of Hamilton, Board of Education is called to order at _5:00pm_ in the Pace Charter School of Hamilton multi-purpose room located at 52 Lafayette Ave. in Hamilton, NJ 08610.

OPEN MEETING:

Adequate notice of this meeting has been provided in the local news media and placed on the public notice located at the Pace Charter School of Hamilton Main Office at each location as required in the Open Public Meeting Act, Chapter 231, P.L. 1975.

ROLL CALL:

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
Present	X	X	X	X	X	X
Absent						
LA/ED						

Administrators Present:

Deborah A. Pontoriero, Chief School Administrator; Donna Torres, School Business Administrator

PUBLIC COMMENT*

Start Time: _____ End Time: _____

*If there is public present, the Board Secretary will read the public comment statement.

APPROVAL OF MINUTES AND AGENDA

Motion to accept the meeting minutes from the March 18, 2025 general meeting as presented.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st	X					
2 nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve the agenda as presented.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1st	X					
2nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

FINANCE

The following financial reports pursuant to N.J.A.C. 6A:23, 11©3 that no line-item account has encumbrances and expenditures which in total exceed the line item appropriate in violation of N.J.A.C 6A23-2.11(a) as certified by the Board Secretary, and pursuant to N.J.A.C. 6A:23-2 11(c)4 that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-02.11 (b) as contained in the Board Secretary's Report, and/or Internal Cash Report.

Motion to approve the April 2025 Bills List in the total of \$273,326.70 and also ratifying bills in the amount of \$0 including the approval to pay additional bills as needed between this meeting and the next meeting with a list to be presented for ratification at the next meeting.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st		X				
2nd				X		
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to accept the Board Secretary's Reports as presented for March 2025.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st		X				
2nd			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to accept the Internal Cash Reports as presented for March 2025.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st				X		
2nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to accept the March 31st and April 16th payroll.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st	X					
2nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

NEW BUSINESS

Motion to approve the renewal for all employment agreements for certified and non-certificated staff with a 6% cost of living raise.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st						X
2nd			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve the renewal of Karson Foods contract in the amount of \$253,215 for the 2025-2026 school year.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st	X					
2nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve Karson Foods at a daily rate of \$3.15 for lunch and \$2.00 for breakfast for the 2025-2026 school year.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st			X			
2nd				X		
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve Optimum to provide internet access under the ERATE program with a monthly cost not to exceed \$400 for all three locations for the 2025-2026 school year.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st					X	
2nd			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve NIT to provide technical services under the ERATE program with a monthly cost \$6000 for all three locations for the 2025-2026 school year.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st	X					
2nd			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve the Danielson Framework for the teacher evaluation system.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st	X					
2nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve the Kim Marshall Rubric for the Leadership evaluation.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st			X			
2nd				X		
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve Deborah Pontoriero as lead person of Pace Charter School for the 2025-26 school year.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st					X	
2nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion appointing Freddie Young, Sr as the Affirmative Action Officer for the 2025-2026 school year.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st	X					
2nd			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion authorizing the Affirmative Action Officer to conduct the needs assessment and develop a Comprehensive Equity Plan for the 2025-2026 thru 2027-2028 school year.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st		X				
2 nd	X					
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve the non-renewal agreement for staff ID #51128791.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st				X		
2 nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to approve the non-renewal agreement for employee ID #200728.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st					X	
2 nd						X
Aye	X	X	X	X	X	X
Nay						
Abstain						

Motion to accept the safety grant for \$2000 from NJSBA.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st		X				
2 nd			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						

ADJOURNMENT

Time: 5:30pm

Motion to adjourn the meeting.

	Lakisha Williams President	Tamara Childs Board Secretary	Norma Villanueva Community Representative	Tameko Webster Community Representative	Tamara Powell Community Representative	Zenaida Sanchez Parent Representative
1 st	X					
2 nd		X				
Aye	X	X	X	X	X	X
Nay						
Abstain						

***Pace Charter School of Hamilton
Board of Trustees***

Tamara Childs

Tamara Childs, Board Secretary