

**PRINCIPLE ACADEMY CHARTER**  
**Regular MEETING MINUTES**  
Thursday October 09, 2025  
6718 Black Horse Pike, Egg Harbor Township, NJ 08234  
FORMAL ACTION WILL OR MAY BE TAKEN

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**I. Open Public Meeting Statements – 4:31 PM**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the 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 Principle Academy Charter Board of Trustees has caused notice of this meeting to be given by having the date; time and place advertised in The Press of Atlantic City and Daily Journal.

**II. Pledge to the Flag**

**III. Roll Call**

Board Member	Term Expires	Present	Absent
Dirk DaCosta	June 30, 2026	X	
Jeanne Eisele	June 30, 2027	X	
Gary Hill	June 30, 2027		X
Dr. Albert Monillas	June 30, 2027	X	

Others Present
Peter & Sara Caporilli, Polymath
Michael Falkowski, SBA

**III. Approve Agenda**

1. Motion to approve the agenda for the October 09, 2025 regular meeting of the Board of Trustees.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1st	X				Gary Hill					X
Jeanne Eisele		X				Dr. Albert Monillas	2nd	X			

**IV. Acceptance of Meeting Minutes**

1. Motion to approve the minutes from the August 14, 2025 meeting of the Board of Trustees.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1st	X				Gary Hill					X
Jeanne Eisele		X				Dr. Albert Monillas	2nd	X			

**V. Public Comment - NONE**

**VI. Reports – Submitted to Board**

**VII. Regular Motions for Approval**

1. Finance:

- a. Board Secretary's Report and Bank Reconciliation Report: To approve the FINAL Board Secretary's Report and Bank Reconciliation Report for July, August, and September 2025, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the Principle Academy Charter Board of Trustees acknowledges receipt of the secretary's certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of September 2025 major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the school's financial obligations for the remainder of the fiscal year.

- b. Bills List: To approve bills list through October 09, 2025

- c. Payroll: To approve the following payrolls:

August 15, 2025	\$112,203.68
August 29, 2025	\$163,171.44
September 15, 2025	\$290,688.74
September 30, 2025	\$299,128.17

- d. To approve FY26 ESEA Application:

- Title I-A -\$343,810.00

- Title II-A -\$24,147.00 Reallocated to Title I
- Title III Immigrant - \$1,210.00
- Title IV Part A- \$26,130.00 Reallocated to Title I

e. To approve the refusal of Title III funds

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1 <sup>st</sup>	X				Gary Hill					X
Jeanne Eisele		X				Dr. Albert Monillas	2 <sup>nd</sup>	X			

## 2. Contracts/Engagements/Conference

- To approve the contract with the Commission For The Blind and Visually Impaired to provide Education Level 2 services based upon the student assessment, functional vision, educational needs and skill development. NTE \$6,064.
- To approve EHT PAL to provide a complete 8-week soccer program, including indoor field facility and coaches NTE \$4,140.
- To approve Tutteo Inc, to provide a Flat for Education music notation software subscription for music composition and music theory, NTE \$508.
- To approve/ratify Staff Development Workshops to provide 1 day of training for teachers focused on Strategies for Supporting Multilingual Learners in all Subject Areas on August 28, 2025 NTE \$2000.00.
- To approve Staff Development Workshops to provide 1 day of training for teachers on Strategies for Achieving Excellence in Academics and Behavior on October 28, 2025 NTE \$2000.00.
- To approve Laprea Education, Inc. to provide a Guided Readers Annual Bloom subscription NTE \$200.
- To approve Promethean to provide Radix ActivPanel management software NTE \$800.
- To approve Vector Solutions/Safe Schools Employee Safety and Compliance Library training modules FY26 NTE \$2350.
- To approve BrainPop online educational services subscription for FY26, NTE \$4,500.
- To approve Dr. Jay Banks to provide professional development for teachers and staff, in-class instruction and 3 in-person assembly programs for students, staff and families on behavior management and the anti-bullying strategies featured in his "I Am Unafraid" anti-bullying program 10/21-10/22/25, NTE \$6,500.
- To approve Kids Immersion LLC to provide Calico Spanish Base Curriculum and Teacher's licenses FY26 NTE \$6,251.
- To approve Navigate 360 Training to provide school wide access to digital ALICE Training, Personal Safety Skills, and Wellness courses FY26; NTE \$2,175.
- To approve Winceyco LLC Music Troupe to provide live age-appropriate school musical performances celebrating Hispanic Heritage for students on 10/10/25, NTE \$3,100.
- To approve Brigantine Aquatics Session 1 Swim Lessons, NTE \$2,500.
- To approve Blakes Gymnastics Session 1 Gymnastics Lessons, NTE \$2,000.
- To approve Minutes Matter LLC to provide American Red Cross Adult & Pediatric First Aid CPR/AED-Blended Learning CPR Training Professional Development to 24 Staff members, NTE \$2,100.
- To approve McGraw Hill to provide Wonders practice books, NTE \$6553.
- To approve McGraw Hill to provide Everyday Math skills links and home links workbooks, NTE \$4,895.39.
- To approve McGraw Hill to provide a half day virtual PD training session for teachers using WonderWorks, an intervention reading program aligned with Wonders, NTE \$1,500.
- To approve the purchase of student uniform items, NTE \$15,000.
- To approve the purchase of staff uniform items, NTE \$15,000.
- To approve ieComfort to provide labor and materials for the replacement of the fan VFD, Simplicity Controller, and (1) fan blade for RTU-6 NTE \$7,722.
- To approve the Kindergarten field trip to Johnson's Farm in Medford, 10/16/25, 8:30am to 2pm admission and transportation NTE \$2175.
- To approve the 2nd grade field trip to Storybook Land in Egg Harbor Township, 10/24/25, 9:30am to 3pm admission and transportation NTE \$2850.
- To approve the PAC Student Activities Program for the 2025-2026 School Year to include: Swimming, Gymnastics, Soccer, Basketball, Flag Football, Book Club, Crochet/Knitting, Cheerleading, Yearbook, Art K-2, Art 3-6, Show Chorus, Chorus, Dance, Track, 'Little Lady and Gentlemen,' Financial Literacy, Origami, Golf, Student Council, 3-D Printing, and Gaming Club.
- To approve/ratify Interactive Kids Educational Services, LLC to provide support services, as needed FY26.
- To approve/ratify Neurabilities to conduct office based neurological and developmental pediatric evaluations as needed FY26.
- ~~To approve BrainPop online educational services subscription for FY26, NTE \$4,500.-DUPLICATE~~
- To approve XTraMath Premium Program School License renewal, NTE \$600.
- To approve participation in the Community Food Bank of NJ's Family Pack 2025-26 Program to offer shelf-stable food packs and fresh produce boxes to students and families.

- ee. To approve school-wide participation in Red Ribbon Week from 10/23 to 10/31/25.
- ff. To approve the Trunk or Treat event for students and families to be held at PAC on 10/24/25 from 4:30-7pm NTE \$2,300.
- gg. To approve Bayada Home Health Care School Nurse contract for 2025-2026.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1 <sup>st</sup>	X				Gary Hill					X
Jeanne Eisele		X				Dr. Albert Monillas	2 <sup>nd</sup>	X			

3. Building and Grounds
4. Policy and Compliance
5. Personnel

a. To approve the following New Hires:

Employee	10/12	Position	Salary	Effective
Desiree Ware	10	Paraprofessional	\$38,265	09/16/2025
Lucida DiJoseph	10	Paraprofessional	\$38,265	10/06/2025
Melina Johnson	10	Paraprofessional	\$38,265	10/07/2025
Ishell Villegas	10	Spanish Teacher	\$60,734	10/14/2025

b. To approve the following contract changes:

Employee	10/12	Position	Salary	Effective
Kiara Vance	10	School Counselor	\$63,306	09/16/2025
Hassara McNeal	10	Paraprofessional	\$38,265	09/01/2025
Shahid Lovett	10	Discipline Paraprofessional	\$62,000	09/01/2025

c. To approve the following resignations:

Employee	10/12	Position	Effective
Gwen Judice	10	School Nurse	11/23/2025
Jodie Soto	12	CST Secretary	11/14/2025

d. To approve the following unpaid leaves of absence:

- Jennifer Garcia: 9/1/25-TBD
- Hassara McNeal: 9/1/25 – TBD
- Teneka Jackson: 9/10/25 – TBD
- Tahanee Dewair: 10/01/25 -TBD

e. To approve Rita Baccari's participation in the Crisis Prevention Institute (CPI) 'Train the Trainer' NCI Renewal Blended Classroom program on 10/10/25 in Atlantic City, NJ NTE \$2,349.00.

f. To approve Antwone Snead's participation in the Crisis Prevention Institute (CPI) 'Train the Trainer' NCI Blended Classroom program on 10/21/25-10/23/25 in Edison, NJ NTE \$4,699.00 .

g. To approve the following Per Diem Staff

Employee	Title	Rate	Effective
Jairus Mitchell	1:1 Aide/ Custodial Assistance	\$125	7/1/25
Jerome Mitchell	1:1 Aide	\$125	10/03/25
Elba Fernandez	Substitute Teacher	\$150	9/30/25

h. To approve the following staff as FY26 Family Support Specialists (FSS) at \$125/Week from 9/1/25-6/30/26 to assist in facilitating the home and school connection for Spanish-speaking families by communicating with teachers and parents on a regular basis to ensure that family and students needs are being met:

- Cesar Vasquez
- Paula Espinosa

i. To approve the following staff as FY26 Parenting Partner Program Facilitators at \$50 per session from 9/1/25-6/30/26 to assist with support sessions that help empower families to better support student achievement through enhanced communication skills:

- Iulia Avila
- Rita Baccari
- Paula Espinosa
- Patrice Leatherberry
- Jen Manno
- Sandy Siddons

j. To approve/ratify the following staff to provide Homebound Instruction at a rate of \$45/Hour:

- Jennifer Hutter

- Ashley Martinez
  - Christian Rickards
- k. To approve/ratify the following staff as After School Detention Monitors at a rate of \$40/day:
- Elveda Marcelin
  - Alicia Johnson
- l. To approve the following staff as Saturday Detention Monitors at a rate of \$200/day:
- Eli Gbayee
  - Shahid Lovett
- m. To approve/ratify the following staff as FY26 AM/PM Bus Monitors as needed, \$40 /Shift:
- Erica Armour-Cash
  - Whitney Brown
  - Frankie Davis
  - Paula Espinosa
  - Diane Friel
  - Eli Gbayee
  - Samuel Gottschall
  - Donnell Holland
  - Teneka Jackson
  - Alycia Johnson
  - Sherrise King
  - Shahid Lovett
  - Jacob Ruderick
  - Mike Stewart
- n. To approve/ratify the following staff for the FY26 Before and After Care Program, As Needed:
- Wanda Allen
  - Paula Espinosa
  - Donna King
  - Sherrise King
  - Patrice Leatherberry
  - Patricia Mitchell
  - Camille Nurse
  - Marcus Phillips
  - Ariana Sacco
  - Debra Scott
  - Morgan Silverman
  - Lauren Silwinski
  - Antwone Snead
  - Francesca Torres
- o. To approve/ratify the following staff for the Back-to-School Night assistance stipend of \$60:
- Robert Adams
  - Wanda Allen
  - Dreana Algarin
  - Erica Armour Cash
  - Iulia Avila
  - Whitney brown
  - Jim Dionne
  - Paula Espinosa
  - James Fraser
  - Eli Gbayee
  - Donnell Holland
  - Alycia Johnson
  - Gwen Judice
  - Isaaha Keyes
  - Christine Kile
  - Donna King
  - Sherrise King
  - Patrice Leatherberry
  - Jen Manno
  - Elveda Marcelin
  - Jairus Mitchell
  - Pat Mitchell

- Marcus Phillips
- Matt Puorro
- Joe Rovelli
- Jodie Soto
- Antwone Snead
- Katherine Stanley
- Sandy Tate
- Cesar Vasquez
- Erik Wagner
- Zack Ware

p. To approve/ratify the following employees for the \$150 Monthly Attendance Bonus for Regularly Scheduled Staff for August 2025:

- Robert Adams
- James Dionne
- Donna King
- Patricia Mitchell
- Robert Shappell

q. To approve/ratify the following employees for the \$150 Monthly Attendance Bonus for Regularly Scheduled Staff for September 2025:

- Dreana Algarin
- Wanda J. Allen
- Kara Arcidiacono
- Erica Armour
- Marta Armour
- Rita Baccari
- Charlene Baker
- Dorothy Becker-Russo
- Karli Bleyhl
- Whitney Brown
- Frankie Davis
- James Dionne
- Amanda Doring
- Holly Egan
- Diane Friel
- Alicia Gandia
- Cherese Gardner
- Eli Gbayee
- Samuel Gottschall
- Shanta Green
- Donnell Holland
- Gwen Judice
- Isaaha Keyes
- Christine Kile
- Donna King
- Sherrise King
- Shahid Lovett
- Jennifer Manno
- Elveda Marcelin
- Ashley Martinez
- Declan McGuigan
- Melanie Mendez-Ordonez
- Emily Oglesby
- Matthew Puorro
- Deborah Rodriguez
- Joseph Rovelli
- Jacob Ruderick
- Ariana Sacco
- Robert Shappell
- Sandra Siddons
- Antwone Snead
- Kelly Snyder

- Sandy Tate
  - Francesca Torres
  - Cesar Vasquez
  - Erik Wagner
  - Zachary Ware
- r. To approve tuition reimbursement for the following staff member upon successful completion of approved Fall 2025 college coursework:
- Holly Egan - \$2,424
  - Dreana Algarin - \$3,988
  - Melanie Mendez- Ordonez - \$5,952
  - Donnell Holland -\$2,780
  - Lindsay Johnson - \$3,850
  - Diane Friel -\$4,698
  - Ashley Martinez - \$4,985
  - Katherine Stanley - \$2,747
  - Sandra Tate - \$2,747
  - Zach Ware - \$5,494
- s. To approve/Ratify the following staff as Mentors in the Mentor/Mentee program FY26:

Mentor	Certificate	Payment Schedule	Mentee
Larissa Cronick	CEAS \$550	Over 20 Pays	Erik Wagner
Matt Puorro	CEAS \$550	Over 20 Pays	Dreana Algarin
Matt Puorro	CEAS \$550	Over 20 Pays	Joe Rovelli
Christian Rickards	Limited CE, Balance \$765	Over 15 Pays	Diane Friel
Christine Garbaravage	Limited CE, Balance \$476.50	Over 15 Pays	Breanne Delprete

- t. To approve the following club advisors \$58/session NTE 26 sessions:
- 3-D Printing: James Dionne
  - Art K-2: Kara Arcidiacono
  - Art 3-6: Ariana Sacco
  - Basketball: Declan McGuigan
  - Book Club: Christine Garbaravage
  - Cheerleading: Kiara Vance
  - Chorus: Erik Wagner, Patrice Leatherberry
  - Crochet/Knitting: Paula Espinosa
  - Dance: Whitney Brown, Charlene Baker
  - Financial Literacy: Donna King
  - Flag Football: Alycia Johnson
  - Gaming Club: Donnell Holland, Zachary Ware
  - Golf: James Fraser
  - Little Ladies and Gentleman: Patrice Leatherberry, Erica Armour-Cash
  - Origami: Christine Kile
  - Show Chorus: Erik Wagner, Donna King
  - Student Council: Larissa Cronick
  - Track: Holly Egan, Zachary Ware , Sherrise King
  - Yearbook: Jennifer Hutter
- u. To approve/ratify the following staff for the Family BBQ assistance stipend of \$60:
- Alycia Johnson
  - Ariana Sacco
  - Camille Nurse
  - Cesar Vasquez.
  - Charlene Baker
  - Francesca Torres
  - Christine Kile
  - Deb Scott
  - Declan McGuigan
  - Diane Friel
  - Donna King
  - Donnell Holland

- Dreana Algarin
  - Eli Gbayee
  - Elveda Marcelin
  - Emily Oglesby
  - Erica Armour
  - Gwen Judice
  - Holly Egan
  - Iulia Avila
  - Jairus Mitchell
  - Jen Hutter
  - Jennifer Manno
  - Jim Dionne
  - Jodie Soto
  - Joe Rovelli
  - Karli Bleyhl
  - Katherine Stanley
  - Lauren Sliwinski
  - Marta Armour
  - Matt Puorro
  - Pat Mitchell
  - Paula Espinosa
  - Sandra Siddons
  - Sandy Tate
  - Sherrise king
  - Wanda Allen
  - Whitney Brown
  - Zach Ware
- v. To approve the following longevity stipends FY26: \$3,000 annually (prorated) to each staff member who attains TEN years of service at PAC as a Teacher, effective 11/16/2025:
- Emily Oglesby
- w. To approve the following longevity stipend FY26; \$2,200 annually (prorated) to each staff member who attains TEN years of service at PAC, effective 11/16/2025:
- Elveda Marcelin
- x. To approve the following longevity stipend FY26; \$1,800 annually (prorated) to each staff member who attains five years of service at PAC, effective 10/16/2025:
- Karli Bleyhl
  - Patric Leatherberry
- y. To approve the following longevity stipends FY26: \$3,000 annually (prorated) to each staff member who attains five years of service at PAC as a Teacher, effective 10/16/2025:
- Jennifer Hutter
- z. To approve the following staff for after hours front office assistance; \$28/Hour NTE 40 hours:
- Eli Gbayee
- aa. To approve the following staff as a per diem Substitute Administrator at a rate of \$225 as needed, NTE 5 days:
- Matt Puorro

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1 <sup>st</sup>	X				Gary Hill					X
Jeanne Eisele		X				Dr. Albert Monillas	2 <sup>nd</sup>	X			

### VIII. Old/New Business

1. HIB Reporting: 1 investigation; 0 HIB; 0 BTAM Incident; 0 Threats
2. Review of Fire/Lockdown drills conducted:

Date	Time	Type	Duration	# of students	# Staff	Weather
9/8/25	9:00 AM	Fire Drill	5:00	385	78	60's Sun/Clouds
9/16/25	1:30 PM	Evacuation	15:00	346	80	60's Sun/Clouds

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1 <sup>st</sup>	X				Gary Hill					X
Jeanne Eisele	2 <sup>nd</sup>	X				Dr. Albert Monillas		X			

**IX. Adjournment – 4:43pm**

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Dirk DaCosta	1 <sup>st</sup>	X				Gary Hill					X
Jeanne Eisele		X				Dr. Albert Monillas	2 <sup>nd</sup>	X			