

PRINCIPLE ACADEMY CHARTER
Regular MEETING MINUTES
 Thursday December 11, 2025
 6718 Black Horse Pike, Egg Harbor Township, NJ 08234
 FORMAL ACTION WILL OR MAY BE TAKEN

I. Open Public Meeting Statements – 4:30 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
Michael Falkowski

III. Approve Agenda

- Motion to approve the agenda for the December 11, 2025 regular meeting of the Board of Trustees.

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

IV. Acceptance of Meeting Minutes

- Motion to approve the minutes from the October 09, 2025 regular meeting of the Board of Trustees and the November 06, 2025 Special Board Meeting.

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

V. Public Comment – NONE

VI. Reports – Submitted to the Board

VII. Regular Motions for Approval

- Finance:
 - Board Secretary’s Report and Bank Reconciliation Report:** To approve the FINAL Board Secretary’s Report and Bank Reconciliation Report for October 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 October 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.
 - Bills List:** To approve bills list through December 11, 2025
 - Payroll:** To approve the following payrolls:

October 15, 2025	\$316,865.18
October 30, 2025	\$306,252.06
November 14, 2025	\$297,046.52
November 26, 2025	\$304,696.75

- d. Fiscal Questionnaire: To approve the submission of the Annual Charter/Renaissance School Fiscal Questionnaire as attached.
- e. To approve the acceptance of the Emergent Needs & Capital Maintenance Funds in the amount of \$47,829.00 as attached.
- f. To approve to indemnify Polymath in litigation, NTE \$150,000.

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

2. Contracts/Engagements/Conferences

- a. To approve/ratify the attendance of Ethel Lippman and Peter Caporilli at the NJSBA Workshop Conference in Atlantic City, October 20, 2025 with a cost of \$1,100.00.
- b. To approve/ratify the Atlantic County Special Services Itinerant Contract for the 2025-2026 School Year.
- c. To approve/ratify associate charter membership in the New Jersey School Boards Association FY26 NTE \$3,300.00.
- d. To approve Brigantine Aquatics Session 2 Swim Lessons, NTE \$2,500.
- e. To approve Blakes Gymnastics Session 2 Gymnastics Lessons, NTE \$2,000.
- f. To approve ACS International Resources, Inc., dba Inspiroz, to provide tech support services NTE \$1,350 per month FY26.
- g. To approve Winceyco LLC Music Troupe to provide live age-appropriate school musical performances celebrating Black History Month for students on 2/13/26, NTE \$3,100.
- h. To approve/ratify renewal of GoGuardian monitoring subscription FY26 at a cost NTE \$6,870.
- i. To approve Staff Development Workshops to provide 1 day of follow-up training for teachers on Strategies for Achieving Excellence in Academics and Behavior on January 30, 2026 NTE \$2,000.00.
- j. To approve Entourage Yearbooks dba Picaboo Yearbooks to develop and provide school yearbooks FY26 NTE \$3,950.
- k. To approve the renewal of Kids Discover Social Studies Online Library Media Plan for school-wide digital access FY26 NTE \$2,000.
- l. To approve Frontline Touchpoint to provide white glove service with remote-in support and cellular internet backup for timeclock kiosks FY26 NTE \$1,100.
- m. To approve Delta T to provide staffing services as needed for the 2025-26 school year.
- n. To approve Dr. Sheila Griinke at Holistic Behavior Health to provide psychiatric assessments as needed NTE \$550/assessment.
- o. To approve Three Peaks Solutions to provide Elevate Pro Cloud PBX service with unlimited local and long distance calling and connection NTE \$2,600/ month.
- p. To approve/ratify South Jersey Family Medical Center to provide school-wide oral health presentations on November 17, 2025.
- q. To approve PowerSchool Group LLC to provide Enrollment Express and eCollect digital solutions for student enrollment and form submission subscription 11/1/25 - 10/31/26 NTE \$6,400.
- r. To approve PowerSchool Group LLC to provide SchoolMessenger Communicate digital communication solutions subscription 1/01/2026 - 12/31/2026 NTE \$1,500.
- s. To approve/ratify Epic Creations, Inc. to provide Epic School Plus student eBook/video library with educator tools 9/20/25 - 9/19/26 NTE \$7,830.
- t. To approve/ratify participation in the Sora NJ Schools shared digital library October 2025 - September 2026, NTE \$250.
- u. To approve school-wide participation for Grades 1-6 in the 2026 Scripps National Spelling Bee NTE \$207.
- v. To approve student participation in a field trip to the Stockton University Performing Arts Center on May 5, 2026 for a Bay Atlantic Symphony performance of How Music Talks, which features highlights from their upcoming "Energy and Rhythms" spring performance and will be followed by an interactive question and answer session, all courtesy of the Schultz-Hill Foundation.
- w. To approve the following Field Trips/Activities:

Event/Location	Attendees	Cost	Date
Go Blue for CASA Fundraiser	PAC Staff & Students	N/A	12/12/25
Winter Performing Arts Showcase at PAC	Winter Session Club-Students & Families	NTE \$1,000	12/15/25 5-6:30 pm
National School Choice Activities Week	PAC Students	NTE \$500	1/25/26-1/31/26
Edelman Planetarium At Rowan University	5 th Grade Students	NTE \$1,040 (transportation only)	2/02/26
Adventure Aquarium	6 th Grade Students	NTE \$3,200	4/17/26

Stockton University Performing Arts Center	3 rd -6 th Grade Students	NTE \$1,920 (transportation only)	5/5/26
Edelman Fossil Park and Museum	5 th Grade Students	NTE \$3,080	6/9/26

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

3. Building and Grounds - NONE

4. Policy and Compliance

- a. To approve/ratify the district assessment calendar for FY26.
- b. To approve the updated Wellness Policy and Wellness Policy Assessment Tool FY26.
- c. To request Board approval of the executed School Bus Emergency Evacuation Drills:

Evacuation Drill Date	Time/Location	Bus Route Number	Supervisor
10/28/25	7:52 AM/Rear of School	PV5	Shanta Green
10/21/25	8:22 AM/Rear of School	PV6	Robert Shappell
10/28/25	8:10 AM/ Rear of School	PV7	Shanta Green
10/27/25	7:51 AM/Rear of School	PV8	Shanta Green
10/28/25	7:38 AM/Rear of School	PV9	Shanta Green
10/27/25	8:15 AM/Rear of School	AC1	Shanta Green
10/28/25	8:13 AM/Rear of School	AC2	Shanta Green
10/27/25	8:19 AM/Rear of School	AC3	Shanta Green
10/28/25	8:11 AM/Rear of School	EHT1	Shanta Green
10/27/25	7:44 AM/Rear of School	EHT2	Shanta Green

- d. To amend the Charter to change the hours of operation for FY27:

WHEREAS, the Principle Academy Charter School received a five (5) year charter renewal on January 31, 2024, from the NJ Department of Education through the 2028/2029 School Year to operate a charter school in grades Kindergarten through grade 6; and

WHEREAS, the Principle Academy Charter School is currently in its 11th year of operation; and

WHEREAS, the Principle Academy Charter Schools is proposing to change the school day schedule from **8am to 4pm TO 8am to 3:30pm**; and

WHEREAS, the school day change will benefit the school by aligning the school hours with the focus and engagement expectations placed upon the students and staff. The shorter school day will increase flexibility for extracurricular activities, including tutoring, and improve staff stamina.

NOW, THEREFORE, BE IT RESOLVED, that the Principle Academy Charter School Board of Trustees hereby approves and authorizes the application to amend its charter to change the school day schedule as described above;

BE IT FURTHER RESOLVED, that the Administration is authorized to transmit this Resolution and supporting records to the Commissioner of Education and the Pleasantville, Atlantic City, and Egg Harbor School Districts.

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

5. Personnel

- a. To approve the following new hires:

Employee	10/12	Position	Salary	Effective
Anna Costable	10 Month/ 10 Day	School Nurse	\$75,000	11/17/25
Angela Renee Shivers	12	Child Study Team Secretary	\$67,500	1/05/26

- b. To approve the following contract change:

Employee	10/12	Position	Salary	Effective
Whitney Brown	10	Grade Level Teacher's Aide/Assistant Family & Community Liaison	\$39,502	11/15/25

c. To approve/ratify the following staff for the FY26 Before and After Care Program, As Needed:

- Jerome Mitchell

d. To approve the following Per Diem employees FY26:

Employee	Title	Rate
Gwen Judice	Substitute Nurse	\$300
Nicole Schulman	Substitute Teacher	\$150

e. To approve/ratify the following staff as Mentors in the Mentor/Mentee program FY26:

Mentor	Certificate	Payment Schedule	Mentee
Amanda Doring	CE \$1000	Over 14 Pays	Ishell Villegas

f. To approve/ratify the following staff members to each receive \$75 for Trunk or Treat Event assistance:

- Erica Armour
- Marta Armour
- Dorothy Becker-Russo
- Lucia DiJoseph
- Amanda Doring
- Alicia Gandia
- Eli Gbayee
- Donnell Holland
- Jen Hutter
- Melina Johnson
- Donna King
- Sherrise King
- Patrice Leatherberry
- Jerome Mitchell
- Jairus Mitchell
- Matt Puorro
- Jacob Ruderick
- Sandy Tate
- Erik Wagner
- Zachary Ware
- Desiree Ware

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

- Dreana Algarin
- Erica Armour
- Marta Armour
- Dorothy Becker-Russo
- Karli Bleyhl
- Whitney Brown
- Larissa Cronick
- Lucia DiJoseph
- Holly Egan
- Paula Espinosa
- Samuel Gottschall
- Donnell Holland
- Jennifer Hutter
- Lindsay Johnson
- Christine Kile
- Patrice Leatherberry
- Elveda Marcelin
- Ashley Martinez
- Declan McGuigan
- Emily Oglesby
- Matthew Puorro
- Christian Rickards
- Deborah Rodriguez
- Jacob Ruderick

- Debra Scott
- Sandra Siddons
- Morgan Silverman
- Lauren Sliwinski
- Kelly Snyder
- Katherine Stanley
- Sandy Tate
- Kiara Vance
- Erik Wagner
- Desiree Ware
- Zachary Ware

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

- Robert Adams
- Dreana Algarin
- Wanda Allen
- Kara Arcidiacono
- Rita Baccari
- Charlene Baker
- Dorothy Becker Russo
- Karli Bleyhl
- Larissa Cronick
- Frankie Davis
- Breanne Delprete
- Lucia DiJoseph
- James K Dionne
- Amanda Doring
- Holly Egan
- Paula Espinosa
- Diane Friel
- Alicia Gandia
- Christine Garbaravage
- Eli Gbayee
- Shanta Green
- Jennifer Hutter
- Teneka Jackson
- Christine Kile
- Patrice Leatherberry
- Shahid Lovett
- Jennifer Manno
- Elveda Marcelin
- Ashley Martinez
- Declan McGuigan
- Hassiara McNeal
- Camille Nurse
- Emily Oglesby
- Matthew Puorro
- Christian Rickards
- Deborah Rodriguez
- Joseph Rovelli
- Jacob Ruderick
- Ariana Sacco
- Robert Shappell
- Sandra Siddons
- Morgan Silverman
- Lauren Sliwinski
- Antwone Snead
- Katherine Stanley
- Kiara Vance
- Cesar Vasquez

- Ishell Villegas
- Erik Wagner
- Zachary Ware
- Desiree Ware

i. To approve/ratify the following club advisors \$58/session NTE 26 sessions:

- Christine Kile : Art 3-6
- Dreana Algarin : Flag Football

j. To approve/ratify the following staff as FY26 AM/PM Bus Monitors as needed, \$40 /Shift:

- Charlene Baker

k. To approve tuition reimbursement for the following staff member upon successful completion of approved Fall 2025 college coursework:

- Dreana Algarin - \$1,047 (Previously approved \$3,988)

l. To approve tuition reimbursement for the following staff member upon successful completion of approved Spring 2026 college coursework:

- Ishell Villegas - \$600

m. To approve Christine Kile to prepare Foundations professional development \$45 per hour NTE 3 hours.

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

VIII. Old/New Business

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

Date	Time	Type	Duration	# of students	# Staff	Weather
10/06/25	2:00 PM	Fire	5:00	398	78	70's Sunny
10/23/2025	10:00 Am	Bomb Threat (Evacuation)	13:00	385	78	60's Sun/Clouds
11/13/2025	2:10 PM	Fire	5:00	392	78	52 & Sunny
11/25/2025	9:00 AM	Lockdown	15:00	382	80	55 & Cloudy

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

IX. Adjournment – 4:40 pm

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