Regular Meeting of the Board of Trustees (Wednesday, April 15, 2026)
Generated by Jennifer Lee on Friday, April 17, 2026
1. MEETING OPENING ITEMS
A. Call to Order at 6:02 PM by Board President, Jenn Gatewood

B. Pledge of Allegiance

C. Notice of Meeting

D. Roll Call
Jennifer Gatewood - present
Pamela York - present by phone
Jeff Caraway - present
Kerry Birch - absent
Alison Luff - Resignation received 4/15/26 - effective immediately
Scott Friedman - present
Patricia Coopersmith (Teacher representative) - present

Also attending: Dr. Brian McGuire, Principal/Lead Person, Jill Carson, Business Administrator; Erin Randolph, Vice Principal; Jean Immler, Artistic Coordinator

E. Minutes
Resolution to approve the March 18th, 2026 Regular Meeting minutes
Motion: Jeff Caraway Second: Scott Friedman
Motion passed AIF

F. Open to the Public - No public

G. Teacher Representative - Mrs. P. Coopersmith

H. Artist Representative Report (2 Artists Attending)

2. Executive Session

A. Executive Session
Motion to move into closed session for the purpose of Affirmed HIB Case Time: 6:08 PM
Motion: Scott Friedman Second: Jeff Caraway
Motion passed AIF

B. Close Executive Session
Motion to close Executive Session Time: 6:18 PM
Motion: Jeff Caraway Second: Scott Friedman
Motion passed AIF

3. FINANCE (Ms. Jill Carson)

A. Bill List
Resolution to approve the bill list for March 18, 2026 through April 15, 2026 General/Special Fund: $ 730,320.73 Food Service Fund: $ 17,014.27 Student Fund: $ 499.35

B. Payroll
Resolution to approve payroll for : March 30, 2026 $ 269,957.52 April 15, 2026 $ 243,126.66

C. Amended FY2026 Budget
Resolution to approve the third amended FY2026 budget, based on revised year-end projections. Attached

D. Projected FY2027 Budget
Resolution to approve the FY 2027 initial Projected Budget. Attached

E. Board Secretary Report
Resolution to approve the Board Secretary Report and the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of March 2026. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A- 16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year which the board is now certifying. The Treasurer's Report and Secretary's Report are in agreement for the month of March 2026.

F. Approve Finance Items
Resolution to approve items Finance A. through E.
Motion: Jenn Gatewood Second: Scott Friedman
Motion passed with unanimous Roll Call

4. LEAD PERSON REPORT (Dr. Brian McGuire)

A. Report

B. Current Enrollment/Transfer In/Out

C. Attendance Report

D. Fire/Safety Drills

E. Approve the Lead Person Report
Resolution to approve items Lead Person Report
Motion: Scott Friendman Second: Jenn Gatewood
Motion passed AIF

5. BUILDINGS AND GROUNDS (Mr. Rick Fognano)

A. Report

B. Approve Buildings and Grounds Report
Resolution to approve Buildings & Grounds Report
Motion: Scott Friedman Second: Jeff Caraway
Motion passed AIF

6. CURRICULUM AND INSTRUCTION REPORT (Mr. Phil Pallitto)

A. Report
Resolution to approve Curriculum and Instruction Report

B. Homebound Instruction
Resolution to approve Homebound Instruction in the amount of $4500 as listed below:

C. Approve Curriculum and Instruction Report
Resolution to approve Curriculum & Instruction Report
Motion: Jeff Caraway Second: Scott Friedman
Motion passed with unanimous Roll Call

7. ARTIST SERVICES REPORT (Ms. Erin Randolph)

A. Report

B. Chronic Absenteeism Action Plan 2026-2027
Resolution to approve the presentation of the Chronic Absenteeism Action Plan for the 2026-2027 school year as attached.

C. Approve Artist Services Report
Resolution to approve Artist Services Report
Motion: Scott Friedman Second: Jeff Caraway
Motion passed AIF

8. ARTISTIC COORDINATOR REPORT (Ms. Jean Immler)

A. Report
Resolution to approve Artistic Coordinator Report.

B. Approve Artistic Coordinator Report
Resolution to approve Artistic Coordinator Report.
Motion: Jeff Caraway Second: Scott Friedman
Motion passed AIF

9. SCHOOL TRIPS/MASTER CLASSES/ACTIVITIES/EVENTS

A. Field Trips
Resolution to approve School Field Trips as attached below:

B. Master Classes
Resolution to approve Master Classes as attached below: None

C. Activities
Resolution to approve School Activities as attached.

D. Approve School Trips/Master Classes/Activities/Events
Resolution to approve School Trips/Master Classes/Activities/Events items A to C.

Motion: Scott Friedman Second: Jeff Caraway
Motion passed AIF

10. PERSONNEL

A. Professional Development
Resolution to approve Professional Development as attached below:

B. Contract Extension
Resolution to extend the current contract terms for Dr. Brian McGuire by two months with no other changes to the contract; contract will now conclude on August 31, 2028.

C. Contract Extension
Resolution to extend the current contract terms for Jill Carson by two months with no other changes to the contract; contract will now conclude on August 31, 2028.

Approve Personnel Items
Resolution to approve personnel items A. through C.
Motion: Jeff Caraway Second: Scott Friedman
Motion passed with unanimous Roll Call

11. POLICY

A. Policy Updates - NONE

12. OLD BUSINESS

13. NEW BUSINESS

14. PUBLIC COMMENTS

15. BOARD COMMENTS

16. ADJOURNMENT
A. Adjourn Meeting
Motion to adjourn meeting: Time 6:44 PM
Motion: Jeff Caraway Second: Scott Friedman
Motion passed AIF

B. Next Meeting
The next meeting of the Board of Trustees is scheduled for Wednesday, May 20th, 2026 at 6:00PM at Chartertech High School.