

I. Call to Order by Board Secretary - @ 5:36 PM
II. Public Notice of Meeting/NJ Sunshine Law

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced 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 N.J.S.A 10:4-6 et seq. On the rules of this act, Greater Brunswick Charter School has caused notice of this meeting by Publicizing the date, time and place, of the regularly scheduled meeting in the Public Notice Section of the Home News Tribune and Star Ledgers, sent to the clerks of Highland Park, Edison and New Brunswick and posted at the Greater Brunswick Charter School located at 429 Joyce Kilmer Ave, New Brunswick, NJ 08901. Formal action will take place at this meeting.

III. Roll Call

Voting Members	Role	Present	Absent
1. Lynell Burgos	Board Trustee, expires 2027	X	
2. Susan Jackson	Board Chair, expires 2025	X	
3. Jonina Mazzeo	Board Vice Chair, expires 2026	X	
4. Miriam Santana	Board Trustee, expires 2027	LA – 5:42 PM	X
5. Danielle Clement	Board Trustee, expires 2027	X	
6. Hiyaris Perez	Board Trustee, expires 2026	LA – 5:44 PM	X
7. Elsy Lugo	Board Trustee, expires 2026		X
8. Tanesha Lewis	Board Trustee, expires 2025	X	

Also Present

Non-Voting	Role	Present	Absent
Vanessa Jones	Executive Director		X
Hector Alvarez	Education Director	X	
Caitlin Mitchell	Assistant Education Director	X	
Dr. Brian Falkowski	SBA		X
Joshua Solow	SBO MGMT LLC	X	
Latoya Branch	Teacher Representative		X
Neha Punjani	Teacher Representative - Alternate	X	

IV. Approve Meeting Agenda

Motion for Greater Brunswick Charter School, Board of Trustees to approve the agenda for the **May 15, 2025** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos		X				Elsy Lugo					X
Danielle Clement	1 st	X				Jonina Mazzeo		X			
Tanesha Lewis	2 nd	X				Hiyaris Perez					X
Susan Jackson		X				Miriam Santana					X

V. Acceptance of Meeting Minutes

Motion for Greater Brunswick Charter School, Board of Trustees to accept the minutes from **March 13, 2025** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X
Danielle Clement	2 nd	X				Jonina Mazzeo		X			
Tanesha Lewis		X				Hiyaris Perez					X
Susan Jackson		X				Miriam Santana					X

VI. Public Comment - None

VII. Correspondence

VIII. Reports

1. Director's Report – Presentation led by Hector Alvarez and Caitlin Mitchell..
2. HIB update – Since the last board meeting there has been 2 HIBs reported. 1 was founded and 1 was unfounded.
3. Suspension Update – Since the last board meeting there has been 8 total suspensions.

Motion to accept the Director's Report, HIB Report, and Suspension Update.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X
Danielle Clement		X				Jonina Mazzeo		X			
Tanesha Lewis	2 nd	X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			

IX. Adjourn Public Session and Open Closed Session - @ 6:19 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X
Danielle Clement	2 nd	X				Jonina Mazzeo		X			
Tanesha Lewis		X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			

- Personnel discussed.

X. Adjourn Closed Session and Open Public Session - @ 6:49 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X
Danielle Clement		X				Jonina Mazzeo	2 nd	X			
Tanesha Lewis		X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			

XI. Motions for Approval

1. Finance

- a. **Board Secretary's and Reconciliation Report:** To approve the Secretary's and Reconciliation Reports for March & April 2025, as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the Greater Brunswick Charter School 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 March & April 2025, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school's financial obligations for the remainder of the fiscal year.
- b. **Bills List:** Approve Bills List from March 14, 2025 to May 15, 2025.
- c. **Payroll:** To approve the following payrolls:

March 15, 2025	\$ 248,595.94
March 30, 2025	\$ 253,237.52
April 15, 2025	\$ 252,389.12
April 30, 2025	\$ 255,697.11

- d. **Vended Meal Renewal:** BE IT RESOLVED: that Greater Brunswick Charter School, upon the recommendation of the School Director, hereby approves the 1-year renewal of the contract with Whitson's Culinary Group for the 2025-2026 school year. The total estimated cost of the contract is \$460,557.00. Per meal prices listed below:

Breakfast: \$2.51

Lunch: \$4.07

Snack: \$1.16

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X
Danielle Clement		X				Jonina Mazzeo		X			
Tanesha Lewis		X				Hiyaris Perez	2 nd	X			
Susan Jackson		X				Miriam Santana		X			

2. Contracts

3. Buildings & Grounds

- a. To approve a change order from Pareete Somjen Architects, LLC in the amount of \$6,392.40, as attached.
- b. To approve the contract with ProLawn Landscape Management, service effective April 2025 to December 2025 for lawn maintenance services, yearly cost \$11,550.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos		X				Elsy Lugo					X
Danielle Clement	1 st	X				Jonina Mazzeo		X			
Tanesha Lewis	2 nd	X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			

4. Personnel

- a. To ratify the following maternity leave of absence:
 - i. Robyn Baus, disability leave/family leave effective April 12, 2025; anticipated return November 24, 2025.
- b. To ratify/approve the request for the following graduate coursework:

- i. Carisma Martinez-Lambert – Summer Semester – New Jersey City University – Graduate School Nurse Certificate Program
 - ii. Alyssa Pazmino – Spring Semester – William Paterson University – SPC 5730 Literacy: Advanced Instructional Content and Strategies
 - iii. Alyssa Pazmino – Summer Semester – William Paterson University – SPC 5850 Co-Teaching & Collaboration in Special Education
 - iv. Alyssa Pazmino – Summer Semester – William Paterson University – SPC 5830 Universal Design for Learning and Assistive Technology
 - v. Yesenia Jimenez – Summer Semester – The College of New Jersey – ESLM 578 Theory and Practice ESL
 - vi. Yesenia Jimenez – Summer Semester – The College of New Jersey – CURR 514 Curriculum Theory and Practice
 - vii. Yesenia Jimenez – Summer Semester – The College of New Jersey – SUPV 520 Staff Supervision
 - viii. Daisy Amador – Summer Semester – The College of New Jersey – ESLM 578 Theory and Practice ESL
 - ix. Daisy Amador – Summer Semester – The College of New Jersey – CURR 514 Curriculum Theory and Practice
 - x. Daisy Amador – Summer Semester – The College of New Jersey – SUPV 520 Staff Supervision
 - xi. Janan Yormaz – Summer Semester – The College of New Jersey – ESLM 577
 - xii. Janan Yormaz - Summer Semester – The College of New Jersey – ESLM 578
 - xiii. Sheyla Gonzalez – Summer Semester – The College of New Jersey – ESLM 545 ESL
 - xiv. Sheyla Gonzalez – Summer Semester – The College of New Jersey – ESLM 578 ESL
- c. To approve the following tuition reimbursement:
- i. Alyssa Pazmino – Spring Semester – William Paterson University – SPC 5640 Managing Challenging Behaviors – total \$1,873.25
- d. To approve the rehire of GBCS staff as attached for the 2025-2026 school year.
- e. To approve the following teachers for Home Instruction for the hourly rate of \$47.25:
- i. Naomi Stout
 - ii. Alejandra Suastegui
- f. To approve the following New Hire:
- i. Diana Miranda, Maternity Leave Teacher Assistant Replacement, \$40,064 TA Level 2, effective May 15, 2025.
- g. To approve the following Spring Sports/Coaching Positions and Rates:

Employee	Position	Rate
Carisma Lambert	Girls on the Run Head Coach	\$47.25
Nalanie Bedessie	Boys on the Run Head Coach	\$47.25
Alejandra Suastegui	Boys on the Run Asst. Coach	\$28.35

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X

Danielle Clement	2 nd	X				Jonina Mazzeo		X			
Tanisha Lewis		X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			

5. Curriculum/Special Education

- a. To ratify/approve the following field trip requests:

Event/Vendor	Location	Attendees	Date	Cost
New Jersey State House	Trenton, NJ	2-8 Grade	May 30, 2025	TBD
State Theatre NJ	New Brunswick, NJ	3 rd Grade	April 30, 2025	TBD
BAPS Swaminarayan	Robbinsville, NJ	6 th Grade	May 29, 2025	TBD
New Brunswick Fire Dept	New Brunswick, NJ	2 nd Grade	May 8, 2025	\$0

- b. To approve the contract with Teen Arts NJ, GBCS agrees to fund the students to a maximum of \$4,375 for the 2025-2026 school year.

- c. To ratify the following room reservation requests:

Organization	Purpose	Room Rqst	Date
M.S. Volleyball	Extra volleyball practice time	Gym	March 22 to May 1, 2025
M.S. Soccer	Soccer practice	Field	March 22 to May 1, 2025

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	2 nd	X				Elsy Lugo					X
Danielle Clement		X				Jonina Mazzeo		X			
Tanisha Lewis	1 st	X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			

6. Policy/Miscellaneous

- a. To approve the second and final reading of the following policies and regulations:

- i. Policy 4160 – Physical Examination (M) Revised
- ii. Regulation 4160 – Physical Examination (M)
- iii. Regulation 5200 – Attendance (M) Revised
- iv. Policy 5350 – Student Suicide Prevention (Revised)
- v. Policy 8420 – Emergency and Crisis Situations (Revised)
- vi. Policy 8467 – Firearms and Weapons (M) Revised
- vii. Regulation 8467 – Firearms and Weapons (M)

- b. To approve the first reading of the following policies and regulations:

- i. Policy 5512 – Harassment, Intimidation, and bullying (M)
- ii. Policy 5516 – Use of Electronic Devices (M) Revised
- iii. Policy 5533 – Student Smoking (M) Revised
- iv. Policy 7441 – Electronic Surveillance in School Buildings and on School Grounds (M) Revised
- v. Regulation 7441 – Electronic Surveillance in School Buildings and on School Grounds (M) Revised
- vi. Policy 8500 – Food Services (M) Revised
- vii. Policy 9163 – Spectator Code of Conduct for Interscholastic Events (M) New
- viii. Policy 9320 – Cooperation with Law Enforcement Agencies (M) Revised

ix. Regulation 9320 – Cooperation with Law Enforcement Agencies (M) New to GBCS

- c. To approve the New Jersey School Insurance Group North Jersey Education Insurance Fund Indemnity and Trust Agreement, as attached.
- d. To approve a revised calendar for the current 2024-2025 School Year, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X
Danielle Clement		X				Jonina Mazzeo		X			
Tanesha Lewis	2 nd	X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			

7. New Business

XII. Enrollment Report

Grade	FY25 ENR	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Wait List 2024/2025
K	44	44	44	44	44	44	44	43	44	44	44		80
1	44	44	44	44	44	44	44	44	44	44	44		59
2	44	44	44	44	44	44	44	44	44	44	44		42
3	44	44	44	44	44	44	44	44	44	44	44		50
4	44	46	46	46	46	46	46	45	46	46	46		33
5	44	45	47	47	47	47	46	46	47	46	46		26
6	44	44	44	44	44	44	44	44	44	44	44		45
7	44	46	48	48	48	48	48	48	47	47	47		15
8	42	41	42	42	42	42	42	42	42	42	42		15
Total	394	402	403	403	403	403	402	401	402	401	401		365

XIII. Board Goals – Governance Committee review

XIV. Committee Reports

1. SRC – Presented in Directors Report.
2. Development & Community Outreach – Presented in Directors Report.
3. Finance and Facilities – Presented in Directors Report.
4. Governance – Presented in Directors Report.

XV. New Business

XVI. Action Items

Day	Date	Time	Notes
Thursday	June 12, 2025	5:30 PM	Regular Meeting – In Person

XVII. Closing Comments – Each board member gave a closing comment to the rest of the board and school administration team.

XVIII. Adjournment - @ 7:15 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lynell Burgos	1 st	X				Elsy Lugo					X
Danielle Clement	2 nd	X				Jonina Mazzeo		X			
Tanesha Lewis		X				Hiyaris Perez		X			
Susan Jackson		X				Miriam Santana		X			