



Roseville Community Charter School

Regular Monthly Meeting Minutes

Tuesday, December 17, 2019 – 6:00 PM

Board Goals

1. To develop a Board recruitment/onboarding process that will assist in building board capacity.
2. To participate in Board professional development by training together as a full Board two times this year.
3. To establish an effective committee structure.
4. To establish a supporting organization – Friends of the Roseville Community Charter School.

I. Call to Order by Board Secretary – 6:48 PM

II. Public Notice of Meeting/NJ Sunshine Law

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of, and to attend meetings of, public bodies as which any business effective their interests is discussed or acted upon. In accordance with the provisions of this act, the Roseville Community Charter School Board of Trustees has caused notice of this meeting to be advertised by having the date, time and place thereof posted on the parents' notice board in the school, published and/or transmitted to the Star-Ledger newspaper, to the Essex County Superintendent of Schools and posted on the school's web site.

III. Roll Call

Voting Members	Role	Present	Absent
Rashon Hasan	Board Trustee, President	X	
Maria Andrade	Board Trustee	X	
Monica Darko	Board Trustee	X	
Ana Farinha	Board Trustee	X	

Also Present

Non-Voting	Role	Present	Absent
Dr. Dionne Ledford	Executive Director	X	
Nadeisha Greene	Director of Operations	X	
Sarah Spuhler	SBOffice Representative	X	

IV. Approve Meeting Agenda

Motion for Roseville Community Charter School Board of Trustees to approve the Agenda for the **Tuesday, December 17, 2019** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Ana Farinha		X			
Maria Andrade	2	X				Monica Darko	1	X			

V. Acceptance of Meeting Minutes

Motion for Roseville Community Charter School Board of Trustees to accept the minutes from the **November 19, 2019** and the **December 3, 2019** board meetings:

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Ana Farinha	1	X			
Maria Andrade		X				Monica Darko	2	X			

VI. Public Comment - none

VII. Director’s Report – Update in December

1. Enrollment & Attendance
2. Teaching & Learning
3. Students and Families
4. Human Resources

Retention Type	Board Meeting												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	
Open Positions	-												-
Resignations	3	6	2	3	-	-	-	-	-	-	-	-	14
Terminations	1	-	-	2	1	-	-	-	-	-	-	-	4
Nonrenewals	-	-	-	-	-	-	-	-	-	-	-	-	-
New Hires	6	17	4	3	5	3	-	-	-	-	-	-	38
Interim Hires	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Change	2	11	2	(2)	4	3	-	-	-	-	-	-	20

5. Operations
6. HIB Report (when applicable)

VIII. Committee Updates – December 3rd Meeting Minutes & Friends of Information; Professional Development proposal for January meeting; Board Goals and Strategic Planning update for January meeting

IX. Executive Session (if necessary) - none

X. Motions for Approval

1. Finance

- a. Board Secretary’s Report and Bank Reconciliation Report: To approve the Board Secretary’s Report and Treasurer’s Report for **November 2019** as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the Roseville Community 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 **November 2019**, no 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. Approve Board Secretary Report ending **November 2019**.
- b. Bills List: To approve Bills List for the period ending **December 17, 2019**.
- c. Payroll: To approve the following payrolls:

November 27, 2019	\$171,085.12
December 13, 2019	\$156,931.55

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Ana Farinha	1	X			
Maria Andrade		X				Monica Darko	2	X			

2. Buildings & Grounds

3. Personnel

- a. To approve Dr. Dionne Ledford’s Employment Agreement with Roseville Community Charter School

effective November 1, 2019.

- b. To approve the following positions for 2019-2020:

Employee	Position
Jesse Shafer	HIB Specialist
Emelin Cardona	Affirmative Action Officer

- c. To approve the new hires for FY20:

- i. Mr. Joseph Galante – Associate Teacher, salary \$49,000 effective January 2, 2020
- ii. Ms. Shanteau McFadden – Operations Associate, salary \$62,000 effective December 18, 2019
- iii. Ms. Dominique Williams – Teacher, salary \$75,000 effective December 18, 2019

- d. To ratify/approve the following contractual changes for FY20:

Last Name	First Name	Position	Salary	10/12	Effective
Spohr	Marylou	LDT/C	\$56,228.00	12	7/1/2019

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan	1	X				Ana Farinha	2	X			
Maria Andrade		X				Monica Darko		X			

- 4. Curriculum & Instruction - none
- 5. Contracts - none
- 6. Policies - none
- 7. Other/Miscellaneous

- a. To ratify the Anti-Bullying Statement of Assurance and its submission to the NJDOE.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan	1	X				Ana Farinha		X			
Maria Andrade	2	X				Monica Darko		X			

8. Enrollment Report

Grade	FY20 ENR	Jul 15, 2019	Aug 15, 2019	Sep 15, 2019	Oct 15, 2019	Nov 15, 2019	Dec 15, 2019	Jan 15, 2020	Feb 15, 2020	Mar 15, 2020	Apr 15, 2020	May 15, 2020	Jun 15, 2020	Wait List 2019/2020
K	66			60	51	52								
1	66			65	53	54								
2	66			55	54	55								
3	66			64	56	57								
4	66			57	53	53								
Total	330			301	267	271								

- 9. Public Comment - NONE
- 10. Adjournment – 7:42 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Ana Farinha	2	X			
Maria Andrade		X				Monica Darko	1	X			