



# Roseville Community Charter School

## Regular Monthly Meeting Minutes

### Tuesday, March 24, 2020

#### 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 – 6:03 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. Brian Falkowski	School Business Administrator	X	
Dr. Dionne Ledford	Executive Director	X	
Nadeisha Greene	Director of Operations	X	
Malika Johnson	Director of Curriculum	X	
Nefertiti Jackson	Director of Curriculum	X	
Sarah Spuhler	School Business Office	X	
Emelin Cardona	Human Resources	X	
Marlon Calliste	Technology Coordinator	X	

**IV. Approve Meeting Agenda**

Motion for Roseville Community Charter School Board of Trustees to approve the Agenda for the **Tuesday, March 24, 2020** meeting.

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

**V. Acceptance of Meeting Minutes**

Motion for Roseville Community Charter School Board of Trustees to accept the minutes from the **February 25, 2020** board meeting:

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			

**VI. Oath of Office – Dr. Charity Dacey**

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			

**VII. Public Comment – NONE**

**VIII. Committee Update**

1. Finance Report – Budget Discussion
2. Governance – No Updates

**IX. Director’s Report**

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	-	-	1	1	-	-	-	-	16
Terminations	1	-	-	2	1	-	-	-	-	1	-	-	5
Nonrenewals	-	-	-	-	-	-	-	-	-	-	-	-	-
New Hires	6	17	4	3	5	3	1	4	-	-	-	-	43
Interim Hires	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Change	2	11	2	(2)	4	3	-	3	-	(1)	-	-	22

5. Operations
6. HIB Report (when applicable)

**X. Public Comment - NONE**

**XI. Executive Session (if necessary) - NONE**

**XII. 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 **February 2020** 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 **February 2020**, 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 **February 2020**.

b. **Bills List:** To approve Bills List for the period ending **March 24, 2020**.

c. **Payroll:** To approve the following payrolls:

February 28, 2020                      \$182,037.53  
 March 15, 2020                          \$168,643.13

d. **Budget:** To approve the FY21 Annual Projected Budget and its submission to the NJDOE.

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

**2. Buildings & Grounds - NONE**

**3. Personnel**

a. To approve the following Terminations:

Last Name	First Name	Position	Salary	10/12	Effective
Foote	Adrian	Instructional Assistant	\$35,434	10	3/12/2020

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

**4. Curriculum & Instruction - NONE**

**5. Contracts - NONE**

**6. Policies - NONE**

**7. Other/Miscellaneous - NONE**

**XIII. 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	51	53	52	52				
1	66			65	53	54	55	55	55	55				
2	66			55	54	55	54	54	54	54				
3	66			64	56	57	56	57	56	56				
4	66			57	53	53	52	53	54	54				
<b>Total</b>	<b>330</b>			<b>301</b>	<b>267</b>	<b>271</b>	<b>268</b>	<b>272</b>	<b>271</b>	<b>271</b>				

**XIV. Public Comment - NONE**

**XV. Adjournment – 7:54 PM**

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			
Charity Dacey		X									