



# Roseville Community Charter School

## Regular Monthly Meeting Minutes

### Tuesday, August 27, 2019 – 7:00 PM

#### Board Goals

1. To engage in a strategic planning process to be completed by June 30, 2019.
2. To develop a Board recruitment/onboarding process by January 31, 2019.
3. To participate in Board professional development in the areas of:
  - a. Finances
  - b. Technology
4. To revise and update the school's policy manual

#### **\*\*Presentation prior to the start of the meeting\*\***

Rashon Hasan presented his President's Report that focused on the Executive Director Search, the Charter Renewal Process and the Strategic Plan (presented by Rick Pressler).

Executive Director Report: Dr. Ledford spoke about the opening of school and informed the Board the school is now fully staffed.

- I. **Call to Order by Board Secretary – 7:56 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	Interim Principal	X	
Dr. Brian Falkowski	SBA, Board Secretary	X	
Nadeisha Greene	Director of Operations	X	

- IV. **Approve Meeting Agenda**

Motion for Roseville Community Charter School Board of Trustees to approve the Agenda for the **Tuesday, August 27, 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 **July 23, 2019** meetings.

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

**VI. J.P. Morgan Presentation**

**VII. Public Comment** - None

**VIII. Director’s Report** – Presented prior to the start of the meeting.

1. Enrollment & Attendance
2. Teaching & Learning
3. Students and Families
4. Human Resources
5. Operations
6. HIB Report (when applicable)

**IX. Committee Updates**

1. **Finance** – Did not meet, like to meet with next month with Dr. Ledford and would like to align the budget with the Strategic Plan and Goals. JP Morgan presentation will occur in September 2019. A recommendation will be made on how much fund balance to invest moving forward. In addition, discussions will occur to determine what to use the investment interest on by creating a policy.
2. **Academic Excellence** – Date set for September 10<sup>th</sup> and will be the 2<sup>nd</sup> Tuesday moving forward.

**X. Executive Session (if necessary)** - None

**XI. 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 **July 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 **July 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 **July 2019**.
- b. **Bills List:** To approve Bills List for the period ending **August 27, 2019**.
- c. **Payroll:** To approve the following payrolls:

July 30, 2019	\$ 69,770.54
August 15, 2019	\$132,959.19

- d. To approve The Credit Union of New Jersey for FY20 as a depository for summer payroll option.

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			
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**2. Buildings & Grounds - None**

**3. Personnel**

a. To approve the following resignations:

Employee	Position	Effective Date
Byron, Shantise	Teacher	8/20/2019
Conrad, Lisa	Art Teacher	8/2/2019
Florexil, Samara	Teacher	6/30/2019
Fraunberger, Kristina	Teacher	6/25/2019
Paulino, Natalia	Nurse	10/4/2019
Rigo, Mikaela	ESL Teacher	10/11/2019

b. To rescind the approval of the following new hires:

Employee	Position	Effective Date
Williams, Tiffany	1:1 Aide	8/12/2019

c. To approve the following contractual changes/salary increases for FY20:

Employee	Position	Month	FY20 Salary	Effective Date
Cofield, Danielle	Literary Instructional Coach	12	\$75,000	8/1/2019
Kim, Christy	Instructional Math Coach	12	\$75,000	8/16/2019
Copeland, Ebony	Instructional Aide	10	\$36,934	8/12/2019

d. To approve the following 2019-20 staff hires:

Employee	Position	FY20 Salary	Months	Effective Date
Ball, Lauren	Kindergarten Lead Teacher	\$54,000	10	8/12/2019
Borders, Noelle	3 <sup>rd</sup> Grade Lead Teacher	\$54,000	10	8/14/2019
Bruzzano, Jodi	Teacher	\$71,000	10	9/03/2019
Cardona, Emelin	Human Resources & Recruitment Mgr	\$72,000	12	8/19/2019
Cerda, Eridania	Instructional Assistant/1:1 Aide	\$35,434	10	8/20/2019
Chan, Dorothy	Music Teacher	\$61,437	10	8/15/2019
Genius, Trecia	2 <sup>nd</sup> Grade Lead Teacher	\$55,105	10	8/12/2019
Jackson, Malika	Interim Dir of Curriculum & Instruction	\$90,000	12	8/12/2019
Klein, Brian	School Psychologist	\$69,000	10	8/27/2019
Kohli, Diane	Special Education Teacher	\$61,437	10	8/12/2019
Lightner, Dana	4 <sup>th</sup> Grade Lead Teacher	\$56,228	10	8/12/2019
Maynard, Yunaisys	Spanish Teacher	\$72,000	10	8/12/2019
Michele, Christopher	PE Teacher	\$62,000	10	8/21/2019
Mildon, Yvonne	3 <sup>rd</sup> Grade Lead Teacher	\$61,437	10	8/12/2019
Muttakim, Tasina	Instructional Assistant/1:1 Aide	\$36,450	10	8/12/2019
Predestin, Farrah	1 <sup>st</sup> Grade Lead Teacher	\$71,500	10	8/12/2019
Rojas, Joe	ESL Teacher	\$62,666	10	8/12/2019
Del Sol, Nachi	Art Teacher	\$79,500	10	8/26/2019

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

**4. Curriculum & Instruction - None**

**5. Contracts**

a. To approve

- i. ~~Rosetta Stone (Renewal) - \$21,519~~ (referred to Academic Excellence Committee)
- ii. School Remind Plan - \$1,320
- iii. 123ABA, LLC.
  - 1. \$100/hour – BCBA Coordination Services (8-10 hours weekly)
  - 2. \$75/hour – Direct Support Services (8/hours/day/40/week)
  - 3. \$75/hour – 2<sup>nd</sup> Direct Support Services (8/hours/day/40/week)
  - 4. \$75 hour – 3<sup>rd</sup> Direct Support Services (5 hours/day/25/week)
- iv. Tom O’Shea Landscaping - \$2,800
- v. UChigaco Impact, LLC - \$33,300
- vi. MIND Research Institute - \$11,080

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

**6. Policies - None**

**7. Other/Miscellaneous**

a. To approve the RCCS 2019-2024 Strategic Plan.

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

**XII. 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												
1	66	65												
2	66	55												
3	66	64												
4	66	57												
<b>Total</b>	<b>330</b>	<b>301</b>												

**XIII. Public Comment - None**

**XIV. Adjournment – 8:18 PM**

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			