



Roseville Community Charter School

Regular Monthly Meeting Minutes

Tuesday, March 26, 2019 – 6:00 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

I. Call to Order by Board Secretary – 6:12 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 affecting 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 | |
| Aaron Rodgers | Board Trustee | | |

Also Present

| Non-Voting | Role | Present | Absent |
|---------------------|------------------------|---------|--------|
| Marshaé Newkirk | School Director | X | |
| Dr. Brian Falkowski | SBA, Board Secretary | X | |
| Edward Gordon | Principal | | 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 **March 26, 2019** meeting.

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

V. Acceptance of Meeting Minutes

Motion for Roseville Community Charter School Board of Trustees to accept the minutes from **February 26, 2019** meeting.

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

VI. Strategic Planning Session

1. Rick Pressler – NJ Charter School Association Representative
 - a. Presided over the strategic planning session – SWOT analysis and presentation.
 - b. Board and Stakeholders participated in a SWOT analysis

VII. Public Comment - none

VIII. Director’s Report – Presented by Marshaé Newkirk

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

IX. Committee Updates

1. Academic Committee
2. Governance Committee
3. Finance Committee

X. Executive Session (if necessary)

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 **February 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 **February 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 **February 2019**.
 - b. Bills List: To approve Bills List for the period ending **March 26, 2019**.
 - c. Payroll: To approve the following payrolls:

| | |
|-------------------|---------------|
| February 28, 2019 | \$ 129,642.60 |
| March 15, 2019 | \$ 135,388.15 |
 - d. Budget: To approve the 2019 – 2020 budget.
 - e. Audit: To accept the 2017-2018 CAFR (Comprehensive Annual Financial Report) and AMR (Auditor’s Management Report).
 - f. CAP: To approve the 2017-2018 CAFR Corrective Action Plan.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|----------------|--------|-----|----|---------|--------|----------------|--------|-----|----|---------|--------|
| Rashon Hasan | | X | | | | Ana Farinha | | X | | | |

| | | | | | | | | | | | |
|---------------|---|---|--|--|--|---------------|--|--|--|--|---|
| Maria Andrade | 2 | X | | | | Aaron Rodgers | | | | | X |
| Monica Darko | 1 | X | | | | | | | | | |

2. Buildings & Grounds - none

3. Personnel

- a. To approve/ratify the termination of Edward Gordon as of March 15, 2019.
- b. To approve/ratify D. Cofield as mentor to Earlene Stevens commencing 3/4/2019.
- c. To approve/ratify Savy Gusciora as Sub-Teacher for Early Risers Program at \$30/day as of 3/1/2019.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|----------------|--------|---------|----|---------|--------|----------------|--------|-----|----|---------|--------|
| Rashon Hasan | | X | | | | Ana Farinha | 1 | X | | | |
| Maria Andrade | 2 | X | | | | Aaron Rodgers | | | | | X |
| Monica Darko | | b. & c. | a | | | | | | | | |

Discussion ensued:

Marshaé Newkirk – commented on various items related to Mr. Edward Gordon’s performance as a Principal.
 Monica Darko - questioned Ms. Newkirk’s role vs. Mr. Gordon’s role.
 Rashon Hasan – explained the sequence of events surrounding the termination.

4. Curriculum & Instruction

- a. ~~To approve the 2019-2020 School Calendar.~~ Tabled.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|----------------|--------|-----|----|---------|--------|----------------|--------|-----|----|---------|--------|
| Rashon Hasan | | | | | | Ana Farinha | | | | | |
| Maria Andrade | | | | | | Aaron Rodgers | | | | | |
| Monica Darko | | | | | | | | | | | |

5. Contracts.

- a. To approve/ratify the Newark Chess Club Contract, commencing March 11, 2019 and ending June 12, 2019, for a cost of \$2,800 for 20 students.
- b. To approve/ratify the agreement for Music Ascension to provide music services at a rate of \$15,000/month, commencing March 6, 2019 and ending June 6, 2019.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|----------------|--------|-----|----|---------|--------|----------------|--------|-----|----|---------|--------|
| Rashon Hasan | | X | | | | Ana Farinha | 1 | X | | | |
| Maria Andrade | 2 | X | | | | Aaron Rodgers | | | | | X |
| Monica Darko | | a. | b. | | | | | | | | |

6. Policies

- a. To approve the 2nd reading of Finance Policy 6427: Tuition Assistance.

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

7. Other/Miscellaneous

- a. To approve the removal of Aaron Rodgers for as a Board of Trustee member effective immediately.

| Voting Members | Motion | Yes | No | Abstain | Absent | Voting Members | Motion | Yes | No | Abstain | Absent |
|----------------|--------|-----|----|---------|--------|----------------|--------|-----|----|---------|--------|
| Rashon Hasan | | X | | | | Ana Farinha | 1 | X | | | |
| Maria Andrade | 2 | X | | | | Aaron Rodgers | | | | | X |

| | | | | | | | | | | | | | | |
|--------------|--|---|--|--|--|--|--|--|--|--|--|--|--|--|
| Monica Darko | | X | | | | | | | | | | | | |
|--------------|--|---|--|--|--|--|--|--|--|--|--|--|--|--|

XII. Enrollment Report

| Grade | FY18 | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Wait |
|--------------|------------|------|------------|------------|------------|------------|------------|------------|------------|------------|------|------|------|-----------|
| | ENR | 15, | 15, | 15, | 15, | 15, | 15, | 15, | 15, | 15, | 15, | 15, | 15, | List |
| | | 2018 | 2018 | 2018 | 2018 | 2018 | 2018 | 2019 | 2019 | 2019 | 2019 | 2019 | 2019 | 2018/2019 |
| K | 66 | | 67 | 68 | 70 | 72 | 72 | 69 | 69 | 70 | | | | |
| 1 | 66 | | 63 | 64 | 66 | 66 | 66 | 65 | 65 | 66 | | | | |
| 2 | 66 | | 68 | 68 | 68 | 68 | 67 | 66 | 68 | 66 | | | | |
| 3 | 66 | | 58 | 64 | 65 | 62 | 62 | 61 | 60 | 59 | | | | |
| 4 | 66 | | 68 | 64 | 63 | 63 | 62 | 62 | 61 | 61 | | | | |
| Total | 330 | | 324 | 328 | 332 | 331 | 329 | 323 | 323 | 322 | | | | |

XIII. Public Comment

Edward Gordon – Thanked the Board for their allowance of him to be the Principal. He stated that he enjoyed working at RCCS and was fully committed to the position. He got in a state of depression but also suggested that the school needed a Dean of Students due to the many student emotional and behavioral needs.

XIV. Adjournment – 9:28 PM

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