



Roseville Community Charter School

Regular Monthly Meeting Minutes

Tuesday, March 27, 2018 – 7:00 PM

- I. **Call to Order by Board Secretary – 7:28 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 effecting 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	
Shakerra Malachi-Chang	Board Trustee		X
Sara Pena	Board Trustee	X	

Also Present

Non-Voting	Role	Present	Absent
Marshaé Newkirk	School Director	X	
Dr. Brian Falkowski	SBA, Board Secretary	X	
Edward Gordon	Principal	X	
Nadiesha Greene	Director of Operations	X	

Briana Hall

IV. **Approve Meeting Agenda**

To approve a motion to amend the Agenda to add New Business and remove one topic from the Director's Report.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan	2	X				Sara Pena	1	X			
Shakerra Malachi-Chang					X						

Motion for Roseville Community Charter School Board of Trustees to approve the Agenda as amended for the **Tuesday March 27, 2018** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan	2	X				Sara Pena	1	X			
Shakerra Malachi-Chang					X						

V. **New Business**

To approve a motion to amend the Bylaws to allow for allow Sara Pena to extend her term to June 30, 2018.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan	2	X				Sara Pena	1	X			

Shakerra Malachi-Chang					X						
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VI. Trustee Approval

To approve the following Board of Trustee Members to serve two year terms ending March 26, 2018:

- Monica Darko
- Aaron Rodgers
- Maria Andrade
- Anna Farina

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan	2	X				Sara Pena	1	X			
Shakerra Malachi-Chang					X						

The Oath of Office was given to the new members by Rashon Hasan

VII. Acceptance of Meeting Minutes

Motion for Roseville Community Charter School Board of Trustees to accept the minutes from **January 23, 2018** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Monica Darko	2			X	
Shakerra Malachi-Chang					X	Maria Andrade				X	
Sara Pena	1	X				Aaron Rodgers				X	
						Anna Farina					X

VIII. Public Comment - None

IX. Director’s Report

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

X. Committee Updates

XI. Executive Session (if necessary)

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 **January and February 2018**, 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 **January and February 2018**, 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 Approve Board Secretary Report ending **January and February 2018**.
 - b. Bills List: Approve Bills List for the period ending January 24, 2018 to March 27, 2018.
 - c. Payroll: To approve the following payrolls:

January 31, 2018	\$164,588.07
February 15, 2018	\$143,821.01
February 28, 2018	\$138,939.28
March 15, 2018	\$138,729.28

- d. Annual Budget: To approve the FY19 Annual Budget and its submission to NJDOE, plus \$160,000 per discussion.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Monica Darko		X			
Shakerra Malachi-Chang					X	Maria Andrade		X			
Sara Pena	1	X				Aaron Rodgers	2	X			
						Anna Farina					X

2. Buildings & Grounds - none

3. Personnel

- a. To approve the termination of Michelle Yhap, Operations Assistant, effective March 20, 2018.
- b. To approve the resignation of Emajonite Etienne, Teaching Assistant, effective March 28, 2018.
- c. To ratify the approval of Sonja Mendez as mentor to Geoffrey Porasky for 10 weeks commencing February 21, 2018.
- d. To approve the termination of Deidre McElroy, Classroom Teacher, effective April 17, 2018.
- e. To approve the hiring of Tamara Parker, Teaching Assistant, effective April 17th at salary of \$33,000, to be prorated.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Monica Darko	1	X			
Shakerra Malachi-Chang					X	Maria Andrade		X			
Sara Pena		X				Aaron Rodgers	2	X			
						Anna Farina					X

4. Curriculum & Instruction - none

5. Contracts

- a. Consulting Contract: To approve/ratify University Behavioral Health Care (UBHC) of Newark to provide educational services to student(s) in their care; for 2 hours of daily service, Monday – Friday; at \$58 p/h, commencing February 15, 2018.
- b. Teacher Recruiting Agreement: To approve an agreement with Advanced Talent Solutions to provide option 1: recruitment strategy and implementation (\$12,000), option 2: recruitment services for new talent acquisition role (\$8,000), and/or option 3: teacher recruitment services (\$3,000 per teacher hire).
- c. PD Proposal: To approve an agreement with Hawthorne Learning Associates for Mathematics professional development at a cost not to exceed \$25,500.
- d. Consulting Contract: To approve/ratify Functional Behavior Solutions LLC. by Jill Saxon; to provide educational observations/assessments/interventions for students at off-site and school locations. Provide staff training services; commencing on/or before March 28, 2018. Compensation: up to \$180 p/h; up to \$90 p/h for travel to and from off-site locations.
- e. Consulting Addendum: To approve/ratify Therapy Source Staffing Solutions, Special Education Services; rates up to \$49.60 per hour.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Rashon Hasan		X				Monica Darko		X			
Shakerra Malachi-Chang					X	Maria Andrade		X			
Sara Pena	2	X				Aaron Rodgers	1	X			

