



Roseville Community Charter School

Regular Monthly Meeting Minutes

Tuesday, January 29, 2019 – 7:00 PM

- I. **Call to Order by Board Secretary -**
- 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 - phone	
Monica Darko	Board Trustee	X	
Ana Farinha	Board Trustee	X	
Aaron Rodgers	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	
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 **January 29, 2019** meeting.

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									

V. **Acceptance of Meeting Minutes**

Motion for Roseville Community Charter School Board of Trustees to accept the minutes from **December 18, 2018** meeting.

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									

VI. Public Comment - none

VII. Director’s Report – Presented by Marshae Newkirk

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

VIII. Committee Updates

1. Academic Committee
2. Governance Committee
 - a. Strategic Plan – Review of Proposals
 - i. To approve NJCSA to provide Strategic Planning Services for the 2019 S.Y.

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								

- b. Board Recruitment – Questionnaire was created
- c. Board Professional Development, including Board Operational Manual
- d. Update Policy Manual – Review of Proposals
 - i. To approve Strauss Esmay to provide policy services for the 2019 S.Y.

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								

3. Finance Committee
 - a. Budget to actual was discussed especially around the area of personnel budgeting.

IX. Executive Session (if necessary)

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 **December 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 **December 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 year. Approve Board Secretary Report ending **December 2018**.
- b. Bills List: To approve Bills List for the period ending **January 22, 2019**.
- c. Payroll: To approve the following payrolls:

December 21, 2018	\$ 135,955.39
January 15, 2019	\$ 132,246.18
January 30, 2019	\$ 136,674.34
- d. Budget: To amend the FY2019 Budget to include the updated Charter School Aid from \$ 5,768,613 to \$ 5,704,801 and to reflect a \$ 63,812 decrease in the anticipated fund balance.

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										

2. Buildings & Grounds - none

3. Personnel

- a. To approve the following resignations:
 - i. A. Alberti, effective 1-18-2019
 - ii. C. Frazier, effective 12-21-2018
- b. To approve the termination of A. Fraser, effective 2-14-2019.
- c. To approve A. Powell as the **Title I Saturday School** Coordinator at \$65 per hour
- d. To approve N. Paulino as the **Title I Saturday School** Nurse at \$46.41 per hour.
- e. To approve P. Tobias and D. Cofield as the **Title I Saturday School** Substitute Teachers at \$57 per hour.
- f. To approve the transfer of C. Jastrebzski from temporary Lead Teacher to permanent Lead Teacher commencing January 1 2019 – June 30, 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		X									

4. Curriculum & Instruction - none

5. Contracts

- a. To approve the following proposal/contract for Keith Stephenson’s Leadership Consulting: Principal Leadership Coach at \$8,000.

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									

6. Policies - none

7. Other/Miscellaneous

- a. To approve Lisa Conrad as an Art Techer at \$35,000 (prorated), commencing February 5, 2019.

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									

XI. Enrollment Report

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

XII. Public Comment - none

XIII. Adjournment – 9:12 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					X
Monica Darko	2	X									