



Roseville Community Charter School

Regular Monthly Meeting Minutes

Tuesday, October 30, 2018 – 7:00 PM

- I. **Call to Order by Board Secretary – 7:23 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		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 **October 30, 2018** meeting, with noted amendment to place

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 **September 25, 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	1	X				Aaron Rodgers					X
Monica Darko					X						

VI. Public Comment - none

VII. Presentation

1. Strauss Esmay Policy Presentation

VIII. Director’s Report

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 and Governance Committee – October 25, 2018** – Finances are very positive, policy writing, strategic planning were discussed. See Committee Minutes.
2. **Academic Excellence Committee – October 9, 2018** – Achievement reports were discussed, also discussed was curriculum and instruction, assessments, attendance, and handbooks. See Committee Minutes.

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 **September 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 **September 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 **September 2018**.
- b. Bills List: To approve Bills List for the period ending **October 30, 2018**
- c. Payroll: To approve the following payrolls:

September 30, 2018	\$ 119,798.31
October 15, 2018	\$ 119,079.95
October 30, 2018	\$ 126,378.95

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						

2. Buildings & Grounds

3. Personnel

- a. To ratify the resignation date of Lykama Johnson, Teaching Assistant, effective 10/15/2018.
- b. To approve the resignation of Kristen Housman, Lead Teacher, effective November 27, 2018.
- c. To approve the following new hire: Bianca Sims, Data and Technology Coordinator, effective 11/19/2018 at a salary of \$72,000, prorated.
- d. To approve/ratify the position and salary of Earlene Stevens from Teaching Assistant at \$33,000 to Lead Teacher (Substitute) at \$55,000 to until her required provisional hours are met. All amounts shall be prorated based on certification.
- e. To approve the following mentors:
 - i. Christy Kim
 - ii. Samara Florexil

- iii. Christina Jasterbszki
- iv. Linda McCubbin
- v. Elizabeth Vu
- vi. Earlene Stevens
- vii. Danielle Cofield
- viii. Shantice Byron
- ix. Alexandra Alberti
- x. Savy Gusciora

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

4. Curriculum & Instruction - none

5. Contracts

- a. To approve the following contracts:

Vendor	Nature of Contract	Financial Terms	Term
NJ Charter School Association	Renewal Services	\$7,000 – \$8,200	Renewal Services: Level I
Youth Development Clinic of Newark, Inc. (YDC)	Develop and implement school based mental and behavioral health services.	\$99/hour	2 days per week, 2018-2019 school year, commencing October 31, 2018

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						

6. Policies

- a. To approve the 2018-2019 Family Handbook.
- b. To approve the HIB Policy, as attached.

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

7. Other/Miscellaneous

- a. To approve the November 15, 2018 1st grade field trip request form to the Turtle Back Zoo at a cost of \$1,600 + transportation (TBD).
- b. To approve the 2018-19 consulting rates of Sarah Tantillo, Ed. D., LLC (refer to attached).

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 ENR	Jul 15,	Aug 15,	Sep 15,	Oct 15,	Nov 15,	Dec 15,	Jan 15,	Feb 15,	Mar 15,	Apr 15,	May 15,	Jun 15,	Wait List

		2018	2018	2018	2018	2018	2018	2019	2019	2019	2019	2019	2019	2018/2019
K	66		67	68	70									
1	66		63	64	66									
2	66		68	68	68									
3	66		58	64	65									
4	66		68	64	63									
Total	330		324	328	332									

- XIII. Public Comment - none
- XIV. Adjournment – 9:30 PM

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