



Roseville Community Charter School

Regular Monthly Meeting Minutes

Tuesday, September 25, 2018 – 7:00 PM

- I. **Call to Order by Board Secretary – 7:05 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	LA – 7:21 PM	
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 **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					X	Aaron Rodgers					X
Monica Darko	1	X									

V. **Governance**

1. To reappoint Rashon Hasan as a Board of Trustee Member retroactive to July 1, 2018 for a three-year term ending July 2020.

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									

VI. **Acceptance of Meeting Minutes**

Motion for Roseville Community Charter School Board of Trustees to accept the minutes from **August 28, 2018** meeting.

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									

VII. Public Comment - None

VIII. 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)

IX. Presentation

1. Rick Pressler – NJCSA – Strategic Plan/Charter Renewal

X. Committee Updates

1. Governance Committee
 - i. Board Retreat – Board Goals were established, strategic plan was discussed, and policy manual was discussed.
2. Academic Excellence Committee
 - i. PARCC Data was discussed
 - ii. Red Ribbon Week Event

XI. Executive Session - None

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 **August 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 **August 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 **August 2018**.
- b. Bills List: To approve Bills List for the period ending **September 25, 2018**
- c. Payroll: To approve the following payrolls:

August 30, 2018	\$ 125,550.53
September 15, 2018	\$ 120,587.11

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 accept the resignation of Lykama Johnson, Position, effective 9/28/2018.
- b. To adjust the position and salary of Earlene Stevens from Lead Teacher at \$55,000 to Teaching Assistant

at \$33,000 until her required certification is obtained. All amounts shall be prorated based on certification.

- c. To adjust the position and salary of Samara Floretil from Associate Teacher at \$49,000 to Lead Teacher at \$55,000. All amounts shall be prorated based on commencement date; effective: 08/13/2018.
- d. To approve/ratify the hiring of the following 2018-19 staff members:

Employee	Position	Salary	Month	Effective
Lauren Piombo	Teaching Assistant	\$33,000	10	10/09/2018
Jessie Samboy	Office Assistant	\$44,000	12	10/01/2018
Charnaye Ward	Teaching Assistant	\$33,000	10	10/15/2018

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									

4. Curriculum & Instruction - None

5. Contracts

- a. To approve the following contracts:

Vendor	Nature of Contract	Financial Terms	Term
Essex Regional Services Commission	ESL teacher services	\$ 74.29/hour	September 1, 2018 to June 30, 2019.
Playworks (Revised Contract)	Coaching Services	\$ 31,000	September 24, 2018 to June 24, 2018.
Delta-T	Substitute Services	Varying rates per term sheet.	August 27, 2018 to August 26, 2019.
Swing Education	Substitute Services	35% Service Fee x RCCS Substitute Rate.	September 13, 2018 to 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									

6. Policies

- a. To approve the 2018-2019 Employee Handbook.
- b. To approve the 2018-2019 Mentoring Plan.
- c. To approve the 2018-2019 Board Goals (with Policy Manual goal of April 23, 2019).

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

7. Other/Miscellaneous

- a. Bd. Meeting Change to October 23, 2018 to October 30, 2018.

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									

XIII. 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										
1	66		63	64										
2	66		68	68										
3	66		58	64										
4	66		68	64										
Total	330		324	328										

XIV. Public Comment

1. Marshae Newkirk requested the Board Chair compose a Doctoral Dissertation letter of approval.

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		X									

XV. Adjournment – 8:21 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				Aaron Rodgers					X
Monica Darko	1	X									