



Roseville Community Charter School

Regular Monthly Meeting Minutes

Tuesday, December 18, 2018 – 7:00 PM

- I. **Call to Order by Board Secretary – 7:01 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 **December 18, 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	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 **November 27, 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									

VI. Public Comment - none

VII. Director's Report – skipped for the presentation

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

VIII. Presentation

1. NJSBA Policy Services WebEx
 - i. Louis Schimenti presented on NJSBA's policy services.

IX. Committee Updates

Moving forward, build these items into the agenda.

1. Academic Committee
 - i. MAP Assessment results were discussed by Mr. Gordon in regards to Mathematics and ELA.
 - ii. Questions arose about the relationship between student performance and chronic absenteeism and tardiness.
 - iii. Attendance updates were given.
 - iv. Fountas and Pinnell assessments updates were given.
 - v. Playworks PD was discussed.
 - vi. Saturday school and parent meeting was also discussed.
2. Governance Committee
 - i. Board recruitment
 1. Skill and needs assessment for Trustees.
 2. Strategies for recruiting Trustees.
 - ii. Strategic Planning
 1. Proposals being evaluation in compare and contract table.
 - iii. Policies
 1. Proposals being evaluation in compare and contract table.
 - iv. Board Operations Manual
 1. 2-year-old draft to be commented on. Ana to take a stab at it.
 - v. Board Training Manual
 1. Needs to be built from scratch.
3. Finance
 - i. Budget to Actual
 - ii. Audit update
 - iii. October 15, 2018 Revenue Updated

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 **November 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 **November 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 **November 2018**.
 - b. Bills List: To approve Bills List for the period ending **December 18, 2018**.
 - c. Payroll: To approve the following payrolls:

November 30, 2018 \$121,476.56
 December 15, 2018 \$134,693.44

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 the creation of the **Title I Saturday School Program** and the recruitment of teacher personnel for participation in this program commencing on/or around January 12, 2019 to May 10, 2019 for up to twelve meetings from 8:30 am to 1:00 pm with 15 minute pre/post prep time built into schedule at \$57 per hour for the following staff:

- i. E. Raes
- ii. M. Cheng
- iii. A. Powell
- iv. A. Gray
- v. E. Vu
- vi. E. Stevens
- vii. R. Hughes
- viii. S. Gusciora
- ix. J. Bosse

Noted by the Board that these teachers should be effectively rated.

- b. To approve the creation of the **Early Risers (before care) Program** and the staffing to include:
- i. A. Powell
 - ii. K. Fraunberger
- for a stipend of \$30/day; \$57 per 1 planning hour per week.

- c. To approve/ratify the school payments of mentor/mentee stipend/fees for:

Mentor	Mentee	Duration	Fiscal Yr	Stipend/Fee
Christy Kim	Samara Florexil	30 weeks	2018-19	\$550.00
Christy Kim	Christina Jasterebski	34 weeks	2018-19	\$1,000.00
Danielle Cofield	Alexandra Alberti	30 weeks	2018-19	\$550.00
Danielle Cofield	Shantice Byron	34 weeks	2018-19	\$1,000.00
Danielle Cofield	Savy Gusciora	34 weeks	2018-19	\$1,000.00

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

- a. To approve the HIB Self-Assessment.

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									

5. Contracts - none

- 6. Policies - none
- 7. Other/Miscellaneous - none

XII. 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								
1	66		63	64	66	66								
2	66		68	68	68	68								
3	66		58	64	65	62								
4	66		68	64	63	63								
Total	330		324	328	332	331								

- XIII. Public Comment - none
- XIV. Adjournment – 9:34 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									