



# Learning Community Charter School

## Regular Monthly Meeting Minutes

### Thursday, September 26, 2019 – 6:30 PM

- I. **Call to Order by Board Secretary – 6:33 PM**
- II. **Public Notice of Meeting/NJ Sunshine Law**

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon in accordance with N.J.S.A 10:4-6 et seq.

On the rules of this act, Learning Community Charter School has caused notice of this meeting by publicizing the date, time and place, of the regularly scheduled meeting in the Public Notice Section of the Jersey Journal and distributed to Jersey City Public School District, Municipal Clerk and to the Public and posted at the Learning Community Charter School located at 2495 John F. Kennedy Blvd., Jersey City, NJ 07304. Formal action will take place at this meeting.

III. **Roll Call**

Voting Members	Role (Term Expires)	Present	Absent	LA/ED
Angela Bennett-Glock	President, Parent Member (4/2020)	X		
Keith Donath	Vice President, Parent Member (4/2020)		X	
Colin Dunn	Treasurer, Community Member (4/2022)	X		
Adam Irving	Parent Member (4/2020)	X		
Bertram Okpokwasili	Parent Member (4/2020)		X	LA – 6:38 PM
Elizabeth Cain	Community Member (3/2021)		X	
Paula Mahayosnand	Parent Member (5/2022)	X		
Nikhil Puri	Parent Member (6/2022)	X		
Marisa Gerke	Parent Member (6/2022)	X		

Non-Voting Members	Role	Present	Absent	LA/ED
TBD	Staff Member		X	
TBD	Staff Member		X	

**Also Present**

Non-Voting	Role	Present	Absent	LA/ED
Colin Hogan	Head of School	X		
Maureen Rexer	Vice Principal	X		
Brian Falkowski	SBA/Board Secretary	X		

IV. **Acceptance of Meeting Agenda**

Motion for Learning Community Charter School, Board of Trustees to approve the Agenda for the **September 26, 2019** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Keith Donath					X	Elizabeth Cain					X
Colin Dunn	2	X				Paula Mahayosnand		X			
Angela Bennett-Glock		X				Nikhil Puri		X			

Adam Irving		X				Marisa Gerke	1				
Bertram Okpokwasili					X			X			

**V. Public Comment**

- Owen Meyer (student) – Presented suggestions to the Board of Trustees about recycling efforts.

**VI. Presentations**

- Administration Organization – LCCS Vision – 2019-2020 – Presented by Colin Hogan
- Facility Projects

**VII. Board Discussion Topics**

- Afterschool P&L
- Retention Report

Retention Type	Board Meeting												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	
Open Positions	7												7
Resignations	4	3	3	-	-	-	-	-	-	-	-	-	10
Terminations	-	-	-	-	-	-	-	-	-	-	-	-	-
Nonrenewals	-	-	-	-	-	-	-	-	-	-	-	-	-
New Hires	4	10	2	-	-	-	-	-	-	-	-	-	16
Interim Hires	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Change	-	7	(1)	-	-	-	-	-	-	-	-	-	(1)

**VIII. Acceptance of Meeting Minutes**

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from the **July 25, 2019** and the **August 26, 2019** meetings.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Keith Donath					X	Elizabeth Cain					X
Colin Dunn	1	X				Paula Mahayosnand		X			
Angela Bennett-Glock		X				Nikhil Puri		X		August	
Adam Irving	2	X		July		Marisa Gerke		X		August	
Bertram Okpokwasili		X		July							

**IX. Motions for Approval**

**1. Finance**

- Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for July & August 2019, as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the Learning 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 July & August 2019, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- Transfers: Approve transfers up August 31, 2019.
- Bills List: To approve the Bills/Check List from July 26, 2019 to September 26, 2019.
- Payroll: To approve the following payrolls:

July 15, 2019	\$ 26,624.51
July 30, 2019	\$ 74,410.47
August 15, 2019	\$ 28,158.00
August 30, 2019	\$ 29,057.52
September 15, 2019	\$ 199,127.67

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Keith Donath	2				X	Elizabeth Cain					X
Colin Dunn		X				Paula Mahayosnand		X			
Angela Bennett-Glock	1	X				Nikhil Puri		X			
Adam Irving		X				Marisa Gerke		X			
Bertram Okpokwasili		X									

**2. Buildings & Grounds - none**

**3. Personnel**

a. Agreement: To approve an agreement with New Jersey City University to provide instructional assistance to students at a rate of \$17.00/hour and an \$1,000 stipend/semester for the University Lead student.

b. To approve the following resignations:

Employee	Effective
Joseph Maini	10/1/2019
Jill Schifter	10/2/2019
Mariana Peralta	10/16/2019

c. To approve the following staff for the Circle Space Program (pending enrollment):

Employee	Position	FY20 Hourly Rate
Loreal Boatwright	Counselor	\$ 15
Adam Korner	Counselor	\$ 15
Stephanie Megaro	Counselor	\$ 20
Mariella Chilnisa	Counselor	\$ 15
Jerome Davis	Counselor	\$ 15
Lilly Wilcox	Counselor	\$ 15
Diego Cruz	Counselor	\$ 15
Mariana Peralta	Counselor	\$ 15
Isabelle Cohen	Counselor/Theater	\$ 15
Maggie Matowe	Counselor	\$ 15
Millie Maisonave-Harvey	Front Desk Clerk	\$ 15
Marc Mulholland	Director	\$ 50
Samantha Vargas	Director	\$ 50

d. To approve the following staff for the 2019/2020 school year:

Employee	Position	2019/2020 Step	Effective
Mark August	5 <sup>th</sup> Grade SS/Science Teacher	MA-11: \$ 54,948	10/7/2019
Nina Bell	Art Teacher	BA 1: \$ 44,078	10/3/2019

e. To approve the following stipend assignments for FY20:

Category	Stipend	Stipend Amount	Stipend Recipient
Academic Program Support	Coordinator Child Study Team	\$ 10,000.00	Mackenzie
Academic Program Support	Coordinator, After School Detention (1 of 2)	\$ 1,000.00	Antczak
Academic Program Support	Coordinator, After School Detention (2 of 2)	\$ 1,000.00	Urteaga
Academic Program Support	Coordinator, High School Admission Process	\$ 3,500.00	Goral
Academic Program Support	Coordinator, Lower School Intervention	\$ 1,000.00	Guzman
Academic Program Support	Coordinator, Middle School Intervention (1 of 2)	\$ 1,500.00	Goral
Academic Program Support	Coordinator, Middle School Intervention (2 of 2)	\$ 1,500.00	Carr
Academic Program Support	Coordinator, Peer Mediation	\$ 2,000.00	Carr
Academic Program Support	Coordinator, School Scheduling (1 of 2)	\$ 1,500.00	S. Megaro
Academic Program Support	Coordinator, School Scheduling (2 of 2)	\$ 1,500.00	Goral
Academic Program Support	Coordinator, Sound System	\$ 2,000.00	Melendez
Academic Program Support	Learning Lab Coordinator	\$ 1,500.00	Buonafide
Academic Program Support	Library Coordinator	\$ 1,000.00	Westley
Academic Program Support	Master Teacher, PreK/K	\$ 8,000.00	Porter
Academic Program Support	Math Push Team, Grades 1-5 (1 of 5) ESSA	\$ 2,000.00	Vanderhorn
Academic Program Support	Math Push Team, Grades 1-5 (2 of 3) ESSA	\$ 2,000.00	Guzman
Academic Program Support	Math Push Team, Grades 1-5 (3 of 4) ESSA	\$ 2,000.00	Russo
Academic Program Support	Math Push Team, Grades 1-5 (4 of 4) ESSA	\$ 2,000.00	S. Megaro
Academic Program Support	Specialist, Intervention & Referrals	\$ 3,500.00	Duffy
Academic Program Support	Student Council (1 of 2)	\$ 3,000.00	Antczak
Academic Program Support	Student Council (2 of 2)	\$ 3,000.00	Errico
Academic Program Support	Supervisor, Middle School Jags Den (Grades 5-8)	\$ 2,000.00	Goral
After School Club - All Year	Advisor, Model UN	\$ 2,000.00	TBD
After School Club - All Year	Advisor, National Junior Honor Society	\$ 2,000.00	Vanderhorn
After School Club - All Year	After School Band	\$ 1,000.00	Brown
After School Club - All Year	Art Club	\$ 1,000.00	TBD
After School Club - All Year	Book Club: Adventure (1 of 2)	\$ 1,000.00	Mulholland
After School Club-All Year	Book Club: Preteen (1 of 2)	\$ 1,000.00	Westely
After School Club-All Year	Book Club: Preteen (1 of 2)	\$ 1,000.00	Szecszi
After School Club - All Year	Book Club: Adventure (2 of 2)	\$ 1,000.00	Vargas
After School Club - All Year	Coordinator, Gay Straight Alliance	\$ 1,000.00	Tazyk
After School Club - All Year	Lower School Newspaper	\$ 2,000.00	Turnpaugh
After School Club - All Year	Lower School Spanish Club	\$ 1,000.00	TBD
After School Club - All Year	Middle School Math Club	\$ 1,000.00	Carr
After School Club - All Year	Middle School Spanish Honor Society	\$ 1,000.00	TBD
After School Club - All Year	School Choir (Early Morning Singers)	\$ 2,000.00	Jaffrey
After School Club - All Year	Yearbook (1 of 2)	\$ 1,000.00	Smith
After School Club - All Year	Yearbook (2 of 2)	\$ 1,000.00	Silver
After School Club - School Play	Assistant Director, School Play	\$ 1,500.00	Vargas

After School Club - School Play	Costume/Outreach Coordinator, School Play	\$ 1,000.00	Szecki
After School Club - School Play	Director, School Play	\$ 2,000.00	Jaffrey
After School Club - School Play	Stage Manager, School Play	\$ 1,000.00	Vanderhorn
After School Club - School Play	Tech Advisor, School Play	\$ 1,000.00	Kaminski
After School Club - Seasonal	Coach Flag Football Club	\$ 1,500.00	Seitzinger
After School Club - Summer	Assistant Director, Summer Camp	\$ 4,500.00	Goral
After School Club - Summer	Director, Summer Camp	\$ 4,500.00	Kiss
Athletics - Basketball	Assistant Coach, Boys Basketball	\$ 1,500.00	Davis
Athletics - Basketball	Assistant Coach, Girls Basketball	\$ 1,500.00	Seitzinger
Athletics - Basketball	Head Coach, Boys Basketball	\$ 2,000.00	Melendez
Athletics - Basketball	Head Coach, Girls Basketball	\$ 2,000.00	Davis
Athletics - Leader	Director, Athletics	\$ 6,000.00	M. Megaro
Athletics - Leader	Middle School Sports Physicals	\$ 1,000.00	McCarty
Athletics - Running	Assistant Coach Running Club/Cross Country	\$ 1,500.00	Carr
Athletics - Running	Head Coach Running Club/Cross Country	\$ 2,000.00	McGarry
Athletics - Soccer	Assistant Coach, Co-Ed Soccer	\$ 1,500.00	TBD
Athletics - Soccer	Head Coach, Co-Ed Soccer	\$ 2,000.00	Betancourt
Athletics - Spirit	Spirit Squad (1 of 2)	\$ 1,000.00	Antczak
Athletics - Spirit	Spirit Squad (2 of 2)	\$ 1,000.00	Errico
Athletics - Volleyball	Assistant Coach Co-Ed Volleyball	\$ 1,500.00	Russo
Athletics - Volleyball	Head Coach Co-Ed Volleyball	\$ 2,000.00	Carr

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Keith Donath					X	Elizabeth Cain					X
Colin Dunn	1	X				Paula Mahayosnand		X			
Angela Bennett-Glock		X				Nikhil Puri		X			
Adam Irving		X				Marisa Gerke		X			
Bertram Okpokwasili	2	X									

#### 4. Curriculum/Special Education

- a. Agreement: To approve an agreement with Foreign Language Department Co. to provide interactive online Mandarin language classes and related materials for the 2019-2020 school year at an annual cost of \$16,605.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Keith Donath					X	Elizabeth Cain					X
Colin Dunn		X				Paula Mahayosnand			X		
Angela Bennett-Glock		X				Nikhil Puri	2		X		
Adam Irving		X				Marisa Gerke					
Bertram Okpokwasili	1	X									

#### 5. Policy/Miscellaneous

##### X. Enrollment Report

Grade	2020	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Wait
	ENR	15,	15,	15,	15,	15,	15,	15,	15,	15,	15,	15,	15,	List
		2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	

Pre K	45		44	45										
K	66		66	65										
1	66		65	66										
2	66		65	66										
3	66		65	65										
4	66		66	66										
5	66		66	66										
6	66		64	66										
7	66		65	65										
8	66		64	64										
Total	639		630	634										

**XI. Board Agenda**

**1. Committee Reports**

- a. Finance and Budget – as discussed
- b. Evaluation – no report
- c. Facilities – as discussed
- d. Policy – discussed passing a mass policy approval
- e. Green/Sustainability – visited City Hall – got some ideas about composting and the worm composting will be implemented moving forward. Green team table to be at the NJ Parks Commission
- f. Afterschool (ad-hoc committee) – Goals and objectives for the program are being formulated for the 2019-2020 school year.

- 2. Next Board Meeting:** **2019:** 10/24, 11/21, 12/19  
**2020:** 1/23, 2/27, 3/19, 4/23, 5/7, 6/11

**XII. Executive Session - none**

**XIII. Adjourn Executive Session and Reconvene Regular Session - none**

**XIV. New Business**

- 1.** To approve the FY20 annual salary increase of 3.5% for all non-affiliated staff, retroactive to July 1, 2019.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Keith Donath					X	Elizabeth Cain					X
Colin Dunn		X				Paula Mahayosnand		X			
Angela Bennett-Glock	1	X				Nikhil Puri		X			
Adam Irving		X				Marisa Gerke	2	X			
Bertram Okpokwasili		X									

**XV. Public Comment - none**

**XVI. Adjournment – 8:05 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Keith Donath					X	Elizabeth Cain					X
Colin Dunn		X				Paula Mahayosnand	2	X			
Angela Bennett-Glock	1	X				Nikhil Puri		X			
Adam Irving		X				Marisa Gerke		X			
Bertram Okpokwasili		X									