



Learning Community Charter School

Regular Monthly Meeting Minutes

Thursday, October 25, 2018 – 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
Mace Bell	Parent Member (4/2019)		X	
Keith Donath	Parent Member (4/2020)	X		
Colin Dunn	Community Member (4/2019)	X		
Angela Bennett-Glock	Vice President, Parent Member (4/2020)	X		
Adam Irving	Parent Member (4/2020)	X		
Bertram Okpokwasili	Parent Member (4/2019)	X		
Shelley Skinner	President, Founder Member (4/2019)	X		
Brian Uy	Parent Member (4/2019)	X		
Tammy Walters	Parent Member (4/2019)	X		
Elizabeth Cain	Community Member (3/2021)			LA – 7:44 PM
Paula Mahayosnand	Parent Member (5/2022)	X		

Non-Voting Members	Role	Present	Absent	LA/ED
Shanelle Muse	Staff Member	X		
Mike Brown	Staff Member	X		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Colin Hogan	Head of School	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 **October 25, 2018** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell		X				Bertram Okpokwasili	1	X			

Elizabeth Cain					X	Shelley Skinner		X			
Keith Donath		X				Brian Uy		X			
Colin Dunn		X				Tammy Walters	2	X			
Angela Bennett-Glock		X				Paula Mahayosnand		X			
Adam Irving		X									

V. Presentations/Board Discussion Topics

1. Assistant Head of School Search – Colin Hogan presented his process for the Assistant Head of School Search.
2. Afterschool Program – The Apollo After School Program was discussed amongst the Board and the Director of Apollo.

VI. Public Comments

1. Shadee Willis – Asked about how issues with Apollo are being addressed.
2. Shanelle Muse – School Counselor, spoke about a personnel grievance she submitted.

VII. Acceptance of Meeting Minutes

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from the September 27, 2018 meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili				X	
Elizabeth Cain				X		Shelley Skinner	2	X			
Keith Donath		X				Brian Uy		X			
Colin Dunn	1	X				Tammy Walters		X			
Angela Bennett-Glock				X		Paula Mahayosnand		X			
Adam Irving		X									

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from the July 26, 2018 meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili				X	
Elizabeth Cain		X				Shelley Skinner		X			
Keith Donath	1	X				Brian Uy				X	
Colin Dunn		X				Tammy Walters		X			
Angela Bennett-Glock		X				Paula Mahayosnand	2	X			
Adam Irving		X									

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from the August 20, 2018 meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili				X	
Elizabeth Cain	2	X				Shelley Skinner		X			
Keith Donath	1	X				Brian Uy		X			
Colin Dunn				X		Tammy Walters		X			
Angela Bennett-Glock		X				Paula Mahayosnand	2	X			
Adam Irving		X									

VIII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for September 2018, 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 September 2018, 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.
- b. Transfers: Approve transfers up September 30, 2018.
- c. Bills List: To approve the Bills/Check List from September 28, 2018 to October 25, 2018.
- d. Payroll: To approve the following payrolls:

September 15, 2018 \$ 193,702.92
 September 30, 2018 \$ 209,400.40

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili		X			
Elizabeth Cain		X				Shelley Skinner	1	X			
Keith Donath		X				Brian Uy		X			
Colin Dunn	2	X				Tammy Walters		X			
Angela Bennett-Glock		X				Paula Mahayosnand		X			
Adam Irving		X									

2. Buildings & Grounds - none

3. Personnel

- a. To approve the following resignations:

Name	Position	Effective Date
Marissa Manno	PreK	10/19/18
James Laster	Asst. Head of School	10/10/18

- b. To appoint Angel Melendez as Interim Dean of Students commencing October 11, 2018 to January 31, 2019 at a stipend amount of \$4,000.
- c. To approve Jerome Davis as K-5 Physical Education Teacher from October 11, 2018 to January 31, 2019 at Step 1 BA \$43,213, prorated.
- d. To approve the following NJCU Teacher Internship Program Intern:

Employee	Position
Kathleen Delgado	4 th Grade

- e. To approve the following 2018-2019 new and amended stipend assignments:

Co-cur & Extra-cur Act - Salary	Approved	Amended	Staff
Approved: 5th Grade Play Director	2,000		Brown

Amended: School Play Tech		1,500	
ATHLETICS-SALARIES			
Head Coach Boys Basketball	2,060	2,000	Melendez
Assistant Coach Boys Basketball	1,545	1,500	Davis
Head Coach Girls Basketball	2,060	2,000	S. Megaro
Assistant Coach Girls Basketball	1,545	1,500	Megaro
Soccer Head Coach	2,060	2,000	Higgins
Soccer Assistant Coach	1,545	1,500	Vargas
From Dance Coach to Assistance XC Coach	2,060	1,500	Hynes
Volleyball Coach Stipend	2,060	2,000	Carr
Volleyball Assistant Coach Stipend	1,545	1,500	Russo
Running Club	2,060	2,000	McGarry
OTHER SALARIES FOR INSTRUCTION - NEW			
STIPEND – Math Push Grades 3-5		2,000	Vanderhorn
STIPEND – Math Push Grades 3-5		2,000	Guzman
STIPEND – Learning Lab Coordinator		1,500	Buonafide

- f. To approve the flowing salary adjustment for Regina Howell (coverage for Manno): Term: October 22, 2018 to TBD at Step 1 BA \$43,213, prorated.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili		X			
Elizabeth Cain		X				Shelley Skinner	1	X			
Keith Donath		X				Brian Uy		X			
Colin Dunn	2	X				Tammy Walters		X			
Angela Bennett-Glock		X				Paula Mahayosnand		X			
Adam Irving		X									

4. Curriculum/Special Education - none
5. Policy/Miscellaneous - none

IX. Enrollment Report

Grade	2018	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Wait List
	ENR	15,	15,	15,	15,	15,	15,	15,	15,	15,	15,	15,	15,	
		2017	2017	2017	2017	2017	2017	2018	2018	2018	2018	2018	2018	
Pre K	45		42	42	44									
K	66		64	64	66									
1	66		65	65	66									
2	66		65	65	66									
3	66		66	66	65									
4	66		65	65	65									
5	66		65	65	65									
6	66		60	60	65									
7	66		64	64	66									
8	66		55	55	59									
Total	639		611	611	627									

X. Board Agenda

1. Committee Reports

- a. Finance and Budget - Colin Dunn updated the Board on the fund balance at 6/30/2018, the budget to actual, and the future capital budget.
- b. Evaluation – Angela updated the Board on aligning the goals of the Strategic Plan with evaluation practices.
- c. Development and Communications - none
- d. Facilities - none
- e. Policy – Bertram updated the Board on a needed approval for a policy and the policy approval process moving forward.
- f. Strategic Planning and Priorities – Tammy and Brian updated the Board on the script for the film as well as footage that is being reviewed.
- g. Advocacy – Shelley updated the Board on the upcoming charter reviews.
- h. Afterschool (ad-hoc committee)
- i. Grievance (ad-hoc committee)

- 2. Next Board Meeting:** **2018:** 11/29, 12/13
2019: 1/24, 2/14, 3/21, 4/25, 5/9, 6/12

- XI. New Business - none**
- XII. Public Comment - none**
- XIII. Executive Session - 8:30 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili	1	X			
Elizabeth Cain		X				Shelley Skinner		X			
Keith Donath	2	X				Brian Uy		X			
Colin Dunn		X				Tammy Walters		X			
Angela Bennett-Glock		X				Paula Mahayosnand		X			
Adam Irving		X									

Aftercare contractual items were discussed.
 Special Education cases were discussed. A special education consultant was authorized.

XIV. Adjournment Executive and Public – 9:30 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili		X			
Elizabeth Cain		X				Shelley Skinner	2	X			
Keith Donath		X				Brian Uy		X			
Colin Dunn		X				Tammy Walters	1	X			
Angela Bennett-Glock		X				Paula Mahayosnand		X			
Adam Irving		X									