



# Learning Community Charter School

## Regular Monthly Meeting Minutes

### Thursday, March 28, 2019 – 6:30 PM

- I. **Call to Order by Board Secretary – 6:34 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	LA – 7:52 PM
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)	X		
Paula Mahayosnand	Parent Member (5/2022)	X		

Non-Voting Members	Role	Present	Absent	LA/ED
Sierra Waxman	Staff Member	X		
Marie Vanderhorn	Staff Member	X		

#### Also Present

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

### IV. **Acceptance of Meeting Agenda**

Motion for Learning Community Charter School, Board of Trustees to approve the Agenda for the **March 28, 2019** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent

Mace Bell					X	Bertram Okpokwasili		X			
Elizabeth Cain	1	X				Shelley Skinner		X			
Keith Donath					X	Brian Uy	2	X			
Colin Dunn		X				Tammy Walters					X
Angela Bennett-Glock					X	Paula Mahayosnand		X			
Adam Irving		X									

**V. Public Comment**

1. Inaudible Staff Member (Mira) – more is being done and should be done to recycle in the school.

**VI. Presentations**

1. Circle Space (Afterschool) – Colin Hogan
2. FY20 Budget – Brian Falkowski
3. Exit Interview Presentation – Paula Mahasayosand
4. Performance Framework – Colin Hogan

**VII. Board Discussion Topics**

1. Afterschool P&L
2. Retention – N/A for this meeting

**VIII. Acceptance of Meeting Minutes**

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from the **February 28, 2019** meeting.

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

**IX. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for February 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 February 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.
- b. Transfers: Approve transfers up February 28, 2019.
- c. Bills List: To approve the Bills/Check List from February 29, 2019 to March 28, 2019.
- d. Payroll: To approve the following payrolls:

March 15, 2019

\$ 198,217.98

- e. **Audit:** To accept the FY2018 Comprehensive Annual Financial Report (CAFR) and the Auditor’s Management Report (AMR) with no findings or recommendations.
- f. **Budget:** To approve the FY20 Annual Budget and its submission to the NJDOE.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell					X	Bertram Okpokwasili		X			
Elizabeth Cain	1	X				Shelley Skinner	2	X			
Keith Donath		X				Brian Uy		X			
Colin Dunn		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 resignation:
  - i. Anthony Higgins, effective 4/29/2019.
- b. To approve the following new hires for the 2018-2019 school year (prorated):
  - i. Melissa Galella as a Teacher's Assistant, start date 3/13/19, annual salary \$37,325.05.
  - ii. Davon Gertrude as a Teacher's Assistant, start date 3/14/19, annual salary \$37,325.05.
- c. To approve Doresha Jackson as the Afterschool A/R Collector at a rate of \$17/hour.
- d. To approve the following stipends:
  - i. Angel Melendez, Head Basketball Coach - \$2,000
  - ii. Jerome Davis, Assistant Basketball Coach - \$1,500
  - iii. Scott Silva, Head Soccer Coach – \$2,000

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

**4. Curriculum/Special Education**

**5. Policy/Miscellaneous**

- a. To approve an agreement with Schenk, Price, Smith & King, LLP to provide legal services at a rate of \$275.00/hour.

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	1	X			
Colin Dunn		X				Tammy Walters					X
Angela Bennett-Glock					X	Paula Mahayosnand		X			
Adam Irving		X									

**X. Enrollment Report**

Grade	2018 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
Pre K	45		42	42	44	45	45	45	45	45			
K	66		64	64	66	66	66	66	66	66			
1	66		65	65	66	66	66	66	66	66			
2	66		65	65	66	66	66	66	66	66			
3	66		66	66	65	65	66	66	66	66			
4	66		65	65	65	65	66	66	66	66			
5	66		65	65	65	65	66	66	66	66			
6	66		60	60	65	66	66	66	66	66			
7	66		64	64	66	66	66	66	66	66			
8	66		55	55	59	59	59	59	59	59			
<b>Total</b>	<b>639</b>		<b>611</b>	<b>611</b>	<b>627</b>	<b>629</b>	<b>629</b>	<b>632</b>	<b>632</b>	<b>632</b>			

## XI. Board Agenda

### 1. Committee Reports

- Finance and Budget
- Evaluation – next month
- Facilities – meeting was held and a need for multi-year capital expenditures was identified.
- Policy – update was given on policies and how the procedure would move forward in the future.
- Strategic Planning and Priorities – meeting occurred twice and video launch was tackled.
- Advocacy - none
- Afterschool (ad-hoc committee) - none
- Grievance (ad-hoc committee) - none

### 2. Next Board Meeting: 2019: 4/11, 5/13, 6/12

## XII. New Business

- To accept the OCR Findings as discussed at the Board of Trustees meeting held on February 28, 2019.

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	2	X				Brian Uy				X	
Colin Dunn				X		Tammy Walters					X
Angela Bennett-Glock					X	Paula Mahayosnand		X			
Adam Irving		X									

- To approve a temporary change in the bylaws to move the BOT expiration dates from April 2019 to May 31, 2019.

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	2	X				Brian Uy		X			
Colin Dunn		X				Tammy Walters					X
Angela Bennett-Glock					X	Paula Mahayosnand		X			
Adam Irving		X									

## XIII. Public Comment - none

- XIV. Executive Session - none
- XV. Adjournment – 8:51 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		X				Brian Uy		X			
Colin Dunn	2	X				Tammy Walters					X
Angela Bennett-Glock					X	Paula Mahayosnand		X			
Adam Irving		X									