



Learning Community Charter School

Reorganization & Regular Monthly Meeting Minutes

Thursday, June 28, 2018 – 6:30 PM

- I. **Call to Order by Board Secretary – 6:38 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 on 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		LA – 6:45 PM
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		
Sangeeta Ranade	Community 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		ED -
Elizabeth Cain	Community Member (3/2021)	X		LA – 7:06 PM
Paula Mahayosnand	Parent Member (5/2022)	X		

Non-Voting Members	Role	Present	Absent	LA/ED
Shanelle Muse	Staff Member	X		LA - 6:48 PM
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		
James Laster	Assistant Head of School	X		

IV. **Acceptance of Meeting Agenda**

Motion for Learning Community Charter School, Board of Trustees to approve the Agenda for the **June 28, 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	Sangeeta Ranade					X
Keith Donath		X				Shelley Skinner	1	X			
Colin Dunn		X				Brian Uy					X
Angela Bennett-Glock	2	X				Tammy Walters		X			
Adam Irving					X	Paula Mahayosnand		X			

V. Public Comments

VI. Presentation

1. Special Education – Dr. Rotter
2. HS Data Presentation 2017-2018 – Colin Hogan, James Laster and Shanelle Muse
3. Building and Grounds – Mace Bell

VII. Acceptance of Meeting Minutes

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from **May 17, 2018**.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Mace Bell	2	X				Bertram Okpokwasili		X			
Elizabeth Cain		X				Sangeeta Ranade					X
Keith Donath		X				Shelley Skinner	1	X			
Colin Dunn		X				Brian Uy					X
Angela Bennett-Glock		X				Tammy Walters		X			
Adam Irving					X	Paula Mahayosnand		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 May 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 May 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 May 31, 2018.
- c. Bills List: Approve Bills List from May 17, 2018 to June 28, 2018.
- d. Payroll: To approve the following payrolls:

May 30, 2018	\$ 198,455.95
June 15, 2018	\$ 215,554.36

- e. Food Service Management Company Agreement: Be IT RESOLVED: that the Learning Community Charter School Board of Trustees, upon recommendation of the Head of the School, hereby approves Maschio’s Food Services, Inc. as the Food Services Management Company for the 2018-2019 school year. The Local Education Agency shall pay Maschio’s Food Services, Inc. an annual

management fee in the amount of \$15,300.00 and a guaranteed return of \$2,000. The management fee shall be payable in monthly installments during the school year of \$1,530.00 per month commencing on July 1, 2018 and ending on June 30, 2019.

- f. Agreement - Legal: To approve an agreement with Johnston Law LLC to provide legal services at the following rates: Principals - \$275/hr., Associates - \$235/hr., Paralegal - \$115/hr.
- g. Agreement – School Business: To approve an agreement with School Business Office LLC to provide school business services for Fiscal Year 2019 for the monthly rate of \$10,000.

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

2. Buildings & Grounds - none

3. Personnel

- a. To approve the resignation of Karen Piuggi effective June 30, 2018
- b. To approve the resignation of Megan Stauffer effective June 30, 2018.
- c. To approve the hiring of Nicole Hittner for the position 1st Grade Teacher of at the salary of \$48,570 effective of September 1, 2018.

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

4. Curriculum/Special Education

- a. Agreement – OT: To approve and agreement with WeeCare Therapy Services to provide occupational therapy services for Fiscal Year 2019 at the rate of \$100/hour for therapy services and \$400 per evaluation.

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

5. Policy/Miscellaneous

IX. 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

		2017	2017	2017	2017	2017	2017	2018	2018	2018	2018	2018	2018	2018
Pre K	45		45	45	45	45	45	45	45	45	45	45	45	226
K	60		58	60	59	60	60	60	60	60	60	60	59	181
1	60		60	59	60	60	60	60	60	60	60	61	61	70
2	60		58	59	59	59	59	59	60	60	60	60	60	69
3	60		60	61	61	61	61	61	60	59	59	59	59	38
4	60		60	60	60	60	60	60	60	60	60	60	60	65
5	60		59	60	60	60	60	60	60	60	60	60	60	44
6	60		58	62	62	63	63	63	63	63	63	63	63	7
7	60		59	57	57	57	57	57	57	57	57	57	57	15
8	60		59	60	60	60	60	60	60	60	60	60	60	10
Total	585		576	583	583	585	585	585	585	584	584	585	584	725

X. Board Agenda

1. Committee Reports

- a. Finance and Budget - none
- b. Evaluation - none
- c. Development and Communications - none
- d. Facilities - none
- e. Policy – Bertram updated the Board on new policies, including the SPED policies up for 1st reading in July.
- f. Strategic Planning and Priorities - none
- g. Advocacy - Quick update on school funding presented by Shelley Skinner.
- h. Afterschool (ad-hoc committee) - none
- i. Grievance (ad-hoc committee) - none

- 2. Next Board Meeting: 2018: 7/26, 8/16, 9/27, 10/25, 11/29, 12/13**
2019: 1/24, 2/14, 3/21, 4/25, 5/9, 6/12

XI. New Business

- 1. To approve the resignation of Sangeeta Ranade effective June 30, 2018.**

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

XII. Public Comment - none

XIII. Executive Session

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

Administrative employee salary increases were discussed.

XIV. Adjourn Executive Session

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

XV. Personnel II

1. To approve the following salaries for the 2018-2019 School Year:

Last Name	First Name	Position	Salary
Boijort	Ulrika M	Human Resources	59,200.00
Hughes	Jennifer	Fundraising/Misc.	51,570.00
Kiss,	Barbara	Facilities Manager	53,040.00
Laster	James	Assistant Head of School	102,153.00
Megaro	Melissa	Assistant to the Business Administrator	52,000.00
Hogan	Colin	Principal/Head of School	138,777.00

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

XVI. Adjournment - 9:16 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				Sangeeta Ranade					X
Keith Donath		X				Shelley Skinner		X			
Colin Dunn	2	X				Brian Uy					X
Angela Bennett-Glock		X				Tammy Walters					X
Adam Irving					X	Paula Mahayosnand		X			