



Learning Community Charter School

Regular Monthly Meeting Minutes

Thursday, November 30, 2017 – 6:30 PM

- I. **Call to Order by Board Secretary – 6:37 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		
Keith Donath	Parent Member (4/2020)	X		
Colin Dunn	Community Member (4/2018)	X		
Angela Bennett-Glock	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 – 7:03 PM		
Shelley Skinner	Founder Member (4/2019)	X		
Brian Uy	Parent Member (4/2019)	X – 6:47 PM		
Tammy Walters	Parent Member (4/2019)	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		
James Laster	Assistant Head of School	X		

IV. **Executive Session**

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

Student legal matter was discussed.

V. Adjourn Executive Session – 7:06 PM

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

VI. Acceptance of Meeting Agenda

Motion for Learning Community Charter School, Board of Trustees to approve the Agenda for the **November 30, 2017** meeting.

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

VII. Presentations - None

VIII. Public Comments - None

IX. Acceptance of Meeting Minutes

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from **October 26, 2017**.

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

X. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for October 2017, 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 October 2017, 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 October 31, 2017
- c. Bills List: Approve Bills List from October 27, 2017 to November 30, 2017.

d. Payroll: To approve the following payrolls:

October 30, 2017	\$ 201,344.97
November 15, 2017	\$ 198,086.70

e. EC Budget: To ratify the submission of the Early Childhood 2018-2019 Annual Update to the 2013-2019 Preschool Program Plan and the corresponding 2018-2019 Budget.

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

2. Buildings & Grounds - None

3. Personnel

- a. To ratify Nicole Ortolano as Assistant Teacher as of September 1, 2017 at the annual salary of \$36,425.01. Change from Classroom Aide.
- b. To ratify Tomas Garcia to get his OT/holiday rate increased to \$33.78/hour as of 7/1/2017 reflecting his salary increase. Calculation: Annual salary: 46,848.25/52 weeks/40 hours per week = \$22.52/hour. Overtime at 1.5 hourly rate \$33.78.
- c. To approve a maternity leave contract with Meroe Adeeb Thcomobe. She will be covering for Katie Goral from January 1- April 30, 2018. (Attached)

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

4. Curriculum/Special Education - None

5. Policy/Miscellaneous - None

XI. Enrollment Report

Grade	2018 ENR	Jul 15, 2017	Aug 15, 2017	Sep 15, 2017	Oct 15, 2017	Nov 15, 2017	Dec 15, 2017	Jan 15, 2018	Feb 15, 2018	Mar 15, 2018	Apr 15, 2018	May 15, 2018	Jun 15, 2018	Wait List
Pre K	45		45	45	45	45								226
K	60		58	60	59	60								183
1	60		60	59	60	60								79
2	60		58	59	59	59								86
3	60		60	61	61	61								43
4	60		60	60	60	60								65
5	60		59	60	60	60								44
6	60		58	62	62	63								8
7	60		59	57	57	57								16
8	60		59	60	60	60								10
Total	585		576	583	583	585								760

XII. Board Agenda

1. Committee Reports

- a. Finance and Budget
- b. Evaluation
- c. Development and Communications – Highlights were provided by Ms. Bennett-Glock on Development. Also, a survey is being created for the Apollo program to evaluate the effectiveness.
- d. Facilities – Boiler completion was discussed. In addition, facilities usage as an enterprise was discussed.
- e. Policy – Discussion occurred about the grievance policies needing to be cleaned up.
- f. Strategic Planning and Priorities – Board retreat was discussed.
- g. Advocacy
- h. Afterschool (ad-hoc committee)
- i. Grievance (ad-hoc committee)

2. Next Board Meetings: 2017: 12/14

2018: 1/25, 2/15, 3/22, 4/26, 5/10, 6/28

XIII. New Business - None

XIV. Public Comment - None

XV. Adjournment – 7:44 PM

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