



# Learning Community Charter School

## Regular Monthly Meeting Minutes

### Thursday, July 27, 2017 – 6:30 PM

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- I. **Call to Order by Board Secretary – 6:36 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	
Shelley Skinner	Founder Member (4/2019)	X		
Brian Uy	Parent Member (4/2019)	X		
Tammy Walters	Parent Member (4/2019)	X		

Non-Voting Members	Role	Present	Absent	LA/ED
Monya McCarty	Staff Member		X	
Kristen Hynes	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. **Board Business**

1. To accept the resignation of Achal Agarwal from the Board of Trustees effective July 1, 2017.

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

Achal Agarwal					X	Bertram Okpokwasili					X
Mace Bell	2	X				Sangeeta Ranade					X
Keith Donath		X				Shelley Skinner		X			
Colin Dunn	1	X				Brian Uy		X			
Angela Bennett-Glock					X	Tammy Walters		X			
Adam Irving					X						

**V. Acceptance of Meeting Agenda**

Motion for Learning Community Charter School, Board of Trustees to approve the Agenda for the **July 27, 2017** meeting.

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

**VI. Public Comments - None**

**VII. Presentations - None**

**VIII. Acceptance of Meeting Minutes**

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from **June 15, 2017**.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
					X	Bertram Okpokwasili					X
Mace Bell	2	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						

**IX. Motions for Approval**

**1. Finance**

- a. Bills List: Approve Bills List from June 16, 2017 to July 27, 2017.
- b. Payroll: To approve the following payrolls:

June 15, 2017	\$247,086.14
June 21, 2017	\$175,697.63
June 30, 2017	\$92,137.60
July 15, 2017	\$29,932.06
July 28, 2017	\$71,752.54

- c. BE IT RESOLVED THAT LEARNING COMMUNITY CHARTER SCHOOL BOARD OF TRUSTEES upon the recommendation of the Head of School hereby awards and approves the contract with

Maschio’s Food Services, Inc. as the Food Services Management Company for the 2017-2018 school year.

The Local Education Agency shall pay Maschio’s Food Services, Inc. an annual management fee in the amount of \$15,300, with 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 September 1, 2017 and ending on June 30, 2018.

- d. To approve the contract with Source4Teacher to provide substitute teacher services for the 2017/2018 school year.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
					X	Bertram Okpokwasili					X
Mace Bell	2	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						

**2. Buildings & Grounds - None**

**3. Personnel**

- a. To approve the following Student Teachers:

- Christopher Curcio - NJCU Practicum-Wednesdays 9/6/17-12/13/17 with Meera Jaffrey
- Naima Boualdja - NJCU Student Teacher 9/5/17-12/15/17 with Samantha Finn

- b. To approve the following resignations:

Name	Date of Notification
Manuel Algarin	5-20-17
Kathleen Crane	7-1-17
Quincy Creadick	6-30-17
Francis Kelly	5-15-17
Leanne Nardiello	7-4-17
Holly Romanek	6-21-17
Belen Villacres	6-21-17
Tracy Zent	6-21-17

- c. To approve the following personnel for the 2017/2018 school year:

Name	Position	Step	Salary
Marc Mulholland	2 <sup>nd</sup> Grade Teacher	MA Step 2-3	\$45,858
Tori Treat	4th grade teacher	MA Step 6	\$48,618
Catherine Rand	5th grade teacher	MA Step 2-3	\$45,858
Lia Garripoli	PK Teacher	BA Step 1	\$41,708
Samantha Vargas	6th grade ELA	MA Step 5	\$47,718
Danielle Kassick	3rd grade teacher	BA Step 2-3	\$42,208
Lindsay Minenes	Kindergarten Assistant	N/A	\$36,425.01
Nicole Ortolano	PK Aide	N/A	\$30,480.77

Allyson Szecsi	Special Education	MA Sept 6	\$48,618
Mariana Peralta	Spanish	BA Step 3	\$42,686

- d. To approve Mr. James Laster's, Assistant Head of School, contract for the 2017/18 school year.  
e. To approve the following salaries retroactive to July 1, 2017:

Employee	2017/2018 Salary
Barbara Kiss	\$51,000
Ulrika Boijort	\$55,000
James Laster	\$100,150
Melissa Megaro	\$50,000
Jennifer Hughes	\$50,000
Ada Culbreth	\$34,249
Kimberly Smith	\$73,815
Custodial Staff	Up 1.5%

- f. To approve the following stipends for the 2017/2018 school year:

Stipend Title	Recipient	Amount
Detention Facilitator I	Shanelle Muse	\$2,000
Sports Program Medical Oversight/New \$1,000	Monya McCarty	\$1,000
Scheduling Coordinator	Dana Guzman	\$2,000
Detention Facilitator II	Michelle Smith	\$2,000
Art Portfolio Assistance	Jill Schifter	\$1,000
Coordinator of Special Services/Title change from Extra Case Management	Melissa Mackenzie	\$10,000
INRS (Intervention & Referral Specialist)	Barbara Duffy	\$3,500
Sound System Coordinator	Angel Melendez	\$2,000
Model UN	Kristen Hynes	\$3,000
GSA	Shanelle Muse	\$1,500
Lower School Girls Book Club	Ally Szecsi Sarah Westley	\$1,000
School Choir/Early Morning Singers	Meera Jaffrey	\$1,000
Math Club	Charlotte Carr	\$1,000
School Play Director	Meera Jaffrey	\$2,000
Assistant Play Director	Christina McGarry	\$1,500
School Play Stage Assistant (\$1,000)-New	Marie Vanderhorn	\$1,000
School Play Tech Director (\$1,000)-New	Mike Brown	\$1,000
Lower School Newspaper	Latoya Young	\$2,000
Library Coordinator	Sarah Westley	\$1,000
Spanish Honor Society	Andres Nunez	\$1,000
Yearbook	Barbara Kiss Katie Goral Kimberley Smith	\$2,000/each
Student Council (\$2,000 each)	Katie Goral Kellie Cade Michael Diamond	\$2,000/each
Peer Mediation	Charlotte Carr	\$2,000
Lower School Chinese Club	Karen Piuggi	\$1,000

Middle School Garden Club	Nicole Canete	\$1,000
Athletic Director	Shanelle Muse	\$8,000
Cross Country Head Coach (same as all head coach stipends)	Christina McGarry	\$2,000
Cross Country Assistant Coach (New same as all assistant coach stipends)	Kristen Hynes	\$1,500
Boys Basketball Coach Head	Angel Melendez	\$2,000
Boys Basketball Assistant Coach	Jerome Davis	\$1,500
Girls Basketball Coach Head	Stephanie Megaro	\$2,000
Girls Basketball Assistant Coach	Melissa Megaro	\$1,500
Volleyball Head Coach	Andres Nunez	\$2,000
Volleyball Assistant Coach	Charlotte Carr	\$1,500
Soccer Head Coach	Anthony Higgins	\$2,000
Soccer Assistant Coach	Unfilled/TBD	\$1,500
Dance Team	Natasha Tyjer	\$2,000
Lower School Spanish Club	Mariana Peralta	\$1,000

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
						Bertram Okpokwasili					X
Mace Bell	2	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						

**4. Curriculum/Special Education - None**

**5. Policy/Miscellaneous - None**

**X. 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													
K	60													
1	60													
2	60													
3	60													
4	60													
5	60													
6	60													
7	60													
8	60													
<b>Total</b>	<b>585</b>													

**XI. Board Agenda**

**1. Committee Reports**

- a. Finance and Budget – None.
- b. Evaluation – Exec. Session.

- c. Development and Communications – Meeting is scheduled.
- d. Facilities – Boiler project update, more information coming.
- e. Policy – None.
- f. Strategic Planning and Priorities – None.
- g. Advocacy – Charter aid held harmless.
- h. Afterschool (ad-hoc committee) – Update given by Colin
- i. Grievance (ad-hoc committee) - None

2. Next Board Meetings:     **2017:** 8/17, 9/28, 10/26, 11/30, 12/14  
   **2018:** 1/25, 2/15, 3/22, 4/26, 5/10, 6/28

**XII. New Business - None**

**XIII. Public Comment**

- 1. Ms. Concord (inaudible) discussed participation and transparency and asked if an all call can go out to parents about Board Meetings and asked if the agendas and minutes can be posted to the website.
- 2. CH evaluation was discussed.

**XIV. Executive Session – 7:09 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	2	X				Shelley Skinner	1	X			
Angela Bennett-Glock					X	Brian Uy		X			
Adam Irving					X	Tammy Walters		X			

Student Grievance Matter – JW on behalf of LW – Student retention issue was discussed.

**XV. New Business II**

- 1. Motion to approve Colin Hogan as Head of School at salary of \$130,825 for the 2017-2018 School Year.

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			

**XVI. Adjournment – 8:29 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	2	X				Shelley Skinner		X			

Angela Bennett-Glock					X	Brian Uy		X			
Adam Irving					X	Tammy Walters	1	X			