



# Learning Community Charter School

## Regular Monthly Meeting Minutes

### Thursday, December 14, 2023 – 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
Angela Bennett-Glock	President, Parent Member (4/2024)	X		
Colin Dunn	Treasurer, Community Member (4/2026)	X		
Bertram Okpokwasili	Parent Member (4/2024)	X		
Elizabeth Cain	Community Member (4/2025)		X	
Paula Mahayosnand	Parent Member (5/2026)	X		
Nikhil Puri	Parent Member (6/2025)	X		
Marisa Gerke	V.P., Parent Member (6/2026)	X		
Neil Abadie	Community Member (4/2026)		X	
Cathy Agle	Parent Member (4/2025)		X	
Gaspar Cabrera	Parent Member (4/2025)	X		
Kate Gratto	Parent Member (4/2025)	X		
Jaclyn Moore	Parent Member (4/2025)	X		

Non-Voting Members	Role	Present	Absent	LA/ED
Michelle Smith	Staff Member	X		

#### Also Present

Non-Voting	Role	Present	Absent	LA/ED
Colin Hogan	Head of School	X		
Tatiana Antczak	Assistant Head of School	X		
Brian Falkowski	SBA/Board Secretary	X		
Joshua Solow	Recording Board Secretary		X	
Angel Melendez	Assistant Head of School	X		

#### IV. Public Comment - none

#### V. Presentations

1. Presentation: Math High Impact Tutoring Grant, Colin Hogan and Zoe Turnpaugh

#### VI. Board Discussion Topics

1. Afterschool P&L – (P&L in Dropbox)
2. Retention Report

Retention Type	Board Meeting												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	2024	2024	
Open Positions	-												-
Resignations	-	-	3	-	-	-	-	-	-	-	-	-	3
Terminations	-	-	-	1	-	-	-	-	-	-	-	-	1
Nonrenewals	-	-	-	-	-	-	-	-	-	-	-	-	-
New Hires	-	-	7	3	-	2	-	-	-	-	-	-	12
Interim Hires	-	-	-	-	-	-	-	-	-	-	-	-	-

## VII. Acceptance of Meeting Minutes

Motion for Learning Community Charter School, Board of Trustees to accept the minutes from the **November 16, 2023** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Colin Dunn		X				Marisa Gerke	1	X			
Angela Bennett-Glock		X				Neil Abadie					X
Bertram Okpokwasili		X				Cathy Agle					X
Elizabeth Cain					X	Gaspar Cabrera		X			
Paula Mahayosnand		X				Kate Gratto		X			
Nikhil Puri	2	X				Jaclyn Moore				X	

## VIII. Motions for Approval

### 1. Finance

- Board Secretary's and Treasurer's Report:** To approve the Secretary's and Treasurer's Reports for November 2023, 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 November 2023, 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.
- Bills List:** To approve the Bills/Check List from November 17, 2023 to December 12, 2023.
- Payroll:** To approve the following payrolls:

November 30, 2023

\$ 286,759.39

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Colin Dunn		X				Marisa Gerke		X			
Angela Bennett-Glock		X				Neil Abadie					X
Bertram Okpokwasili		X				Cathy Agle					X
Elizabeth Cain					X	Gaspar Cabrera	2	X			
Paula Mahayosnand	1	X				Kate Gratto		X			
Nikhil Puri		X				Jaclyn Moore		X			

### 2. Buildings & Grounds - none

### 3. Personnel

- a. To approve Kaitlin Thomas as a Middle School ELA Teacher, start date 11/27, annual salary \$55,798.00, step BA-6.
- b. To approve Melanie Oliva as a Teacher Assistant effective 12/18/23, annual salary \$44,441.00.
- c. To approve Vidisha Purdhit for Circle Space at \$20.00 per hour.
- d. To approve the creation of Custodial Supervisor Position.
- e. To approve the following High Impact Tutoring Grant staff from Jan 8, 2024 to June 24, 2024:
  1. Coordinator: 1Dana Guzman
  2. Tutor: Sarah Freitas
  3. Tutor: Nicole Hittner
  4. Tutor: Michelle Smith
  5. Tutor: Franni Russo
  6. Tutor: Melanie Oliva
  7. Tutor: Marie Van Der Horn

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Colin Dunn	1	X				Marisa Gerke				X	
Angela Bennett-Glock		X				Neil Abadie					X
Bertram Okpokwasili		X				Cathy Agle					X
Elizabeth Cain					X	Gaspar Cabrera		X			
Paula Mahayosnand		X				Kate Gratto	2	X			
Nikhil Puri		X				Jaclyn Moore		X			

#### 4. Curriculum/Special Education

- a. To accept the High Impact Tutoring Grant and its submission to the NJDOE in the amount of \$58,000.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Colin Dunn		X				Marisa Gerke		X			
Angela Bennett-Glock		X				Neil Abadie					X
Bertram Okpokwasili		X				Cathy Agle					X
Elizabeth Cain					X	Gaspar Cabrera		X			
Paula Mahayosnand		X				Kate Gratto	2	X			
Nikhil Puri	1	X				Jaclyn Moore		X			

#### 5. Policy/Miscellaneous

- a. To approve an agreement with Sub Teacher Source to provide Substitutes at the following rates for FY24: Daily Sub Teachers – \$348.40; Building/District Sub Teachers - \$364.00; and Long Term and Summer Sub Teachers - \$379.60.
- b. To approve an agreement with EDUPRIME LLC to provide Substitutes at the follow rates for FY24:

Job Title (Substitute Teachers)	Daily Bill Rates	Half Day Rates	Hourly Rates
Long Term Substitute Teacher	275	275	
Day to Day Substitute Teacher	250	140	
Classroom Assistant inclusive of Instructional Support	250	140	
Climate Specialist	250	140	35
Paraprofessionals	220	120	30
Tutoring (Content Specific, K-8)			35
Inclusive of After School and Before School			

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Colin Dunn		X				Marisa Gerke		X			
Angela Bennett-Glock	2	X				Neil Abadie					X
Bertram Okpokwasili		X				Cathy Agle					X
Elizabeth Cain					X	Gaspar Cabrera		X			
Paula Mahayosnand	1	X				Kate Gratto		X			
Nikhil Puri		X				Jaclyn Moore		X			

## IX. Enrollment Report

Grade	2024 ENR	Jul 15, 2023	Aug 15, 2023	Sep 15, 2023	Oct 15, 2023	Nov 15, 2023	Dec 15, 2023	Jan 15, 2024	Feb 15, 2024	Mar 15, 2024	Apr 15, 2024	May 15, 2024	Jun 15, 2024	Wait List
Pre K	45			45	45	45	45							
K	66			60	65	66	65							
1	66			66	66	66	66							
2	66			65	66	66	66							
3	66			66	66	66	66							
4	66			66	66	66	66							
5	66			65	66	66	64							
6	66			66	68	68	69							
7	66			61	64	68	66							
8	66			63	63	62	62							
Total	639			625	635	639	635							

## X. Board Agenda

### 1. Committee Reports

- Finance and Budget – BvA was discussed, updates on the audit and investment vehicles were discussed and recommended.
- Human Resources – Will meet next month.
- Facilities/Green/Sustainability – Green/Sustainability meeting regularly. Change orders were discussed as well as MEPs and custodial job description.
- Technology – Website provider selection process coming to a close.
- Policy – Waiting on Policy changes that the Admin. needs.
- Afterschool – Details were provided to further analyze and hoping to meeting in January to discuss any needed changes.

Finance Committee - Angela, Paula, Elizabeth, Cathy, Colin D.

HR - Marisa, Nikhil, Kate, Bert, Angela

Facility/Green - Gaspar, Elizabeth

Technology - Neil, Cathy

Policy - Bert, Paula, Nikhil

Afterschool - Marisa, Jaclyn

### 2. Next Board Meeting: **2024:** 1/18, 2/15, 3/14, 4/18, 5/16, 6/13

## XI. New Business

- Depository: To approve Bank of America as a depository and to designate Brian Falkowski, Board Secretary and Angela Bennett-Glock, President as signatories and to authorize the Board Secretary to transfer/invest up to \$5MM with Bank of America Interest Bearing (IB) Checking Account at 4.7%.

2. **Change Orders:** To approve Change Order #3 for Window Glazing for \$8,782.20 and Change Order #4 for 3M Security Film for \$20,107.50 to Strober-Wright Roofing Inc.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Colin Dunn		X				Marisa Gerke	1	X			
Angela Bennett-Glock		X				Neil Abadie					X
Bertram Okpokwasili		X				Cathy Agle					X
Elizabeth Cain					X	Gaspar Cabrera		X			
Paula Mahayosnand	2	X				Kate Gratto		X			
Nikhil Puri		X				Jaclyn Moore		X			

- XII. Public Comment - none**  
**XIII. Adjourn Regular Session and Enter Executive Session - none**  
**XIV. Adjourn Executive Session and Enter Regular Session - none**  
**XV. Adjourn Meeting – 7:22 PM**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Colin Dunn	1	X				Marisa Gerke		X			
Angela Bennett-Glock		X				Neil Abadie					X
Bertram Okpokwasili		X				Cathy Agle					X
Elizabeth Cain					X	Gaspar Cabrera		X			
Paula Mahayosnand		X				Kate Gratto		X			
Nikhil Puri	2	X				Jaclyn Moore		X			