



# Learning Community Charter School

## Regular Monthly Meeting Minutes

### Thursday, March 24, 2016 – 6:30 PM

- I. **Call to Order By Board President – 6:42 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
Achal Agarwal	Parent Member (4/2018)	X, left 7:38pm		
Horace Anderson	Community Member (4/2016)	X		
Mace Bell	Parent Member (4/2016)		X	
Tia Biasi	Parent Member (4/2017)	X		
Elizabeth Brown	Community Member (4/2016)	X		
Bhavini Doshi	Community Member (4/2017)	X		
Toby Dowling	Board President, Founder Member (4/2016)	X		
Colin Dunn	Board Treasurer, Community Member (4/2017)	X		
Yasmin Meah	Board VP, Parent Member (4/2018)	X		
Roger Sayre	Community Member (4/2016)	X		
Shelley Skinner	Founder Member (4/2016)	X		
Brian Uy	Parent Member (4/2017)	X		
Tammy Walters	Parent Member (4/2016)		X	

Non-Voting Members	Role	Present	Absent	LA/ED
Monya McCarty	Staff Member	X		
Tracy Zent	Staff Member		X	

**Also Present**

Non-Voting	Role	Present	Absent	LA/ED
Colin Hogan	Head of School	X		
Michael Falkowski	SBA/Board Secretary	X		
James Laster	Assistant Head of School	X		

**IV. Acceptance Of Meeting Agenda**

Motion for the LCCS, Board of Trustees to approve the Agenda for the **March 24, 2016** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Achal Agarwal	1 <sup>st</sup>	X				Colin Dunn		X			
Horace Anderson		X				Yasmin Meah		X			
Mace Bell					X	Roger Sayre		X			
Tia Biasi		X				Shelley Skinner		X			
Elizabeth Brown	2 <sup>nd</sup>	X				Brian Uy		X			
Bhavini Doshi		X				Tammy Walters					X
Toby Dowling		X									

**V. Presentations**

- 2016-2017 Budget – Michael Falkowski

**VI. Public Comments**

**VII. Acceptance of Meeting Minutes**

Motion for the LCCS Board of Trustees to accept the minutes from the **February 25, 2016** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Achal Agarwal		X				Colin Dunn		X			
Horace Anderson		X				Yasmin Meah	2 <sup>nd</sup>	X			
Mace Bell					X	Roger Sayre		X			
Tia Biasi		X				Shelley Skinner		X			
Elizabeth Brown		X				Brian Uy	1 <sup>st</sup>	X			
Bhavini Doshi		X				Tammy Walters					X
Toby Dowling		X									

**VIII. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Board Secretary’s and Treasurer’s Reports for February 2016, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(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 2016, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- b. Bills List: To approve Bills List, February 26 to March 24, 2016
- c. SEMI Waiver:

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a charter school may request a waiver of compliance with respect to the school’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-2017 school year; and

WHEREAS, the Learning Community Charter School Board of Trustees desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students in the 2016-2017 school year, and

NOW THEREFORE BE IT RESOLVED, that the Learning Community Charter School Board of Trustees hereby authorizes the School Leader to submit to the Executive County Superintendent of Schools in the County of Hudson an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2016-2017 school year.

- d. Appoint Board Attorney - BE IT RESOLVED: that the Learning Community Charter School, upon the recommendation of the Education Director, hereby approves the appointment of Johnson Law Firm, LLC as vendor to provide legal services from April 1, 2016 to June 30, 2016 at the following rates: \$275/hr principal, \$235/hr associate & \$115/hr paralegal.
- e. To approve the FY17 Budget.
- f. Payroll: To approve the following payrolls:

Date	Amount
February 29, 2016	\$212,977.28
March 15, 2016	\$218,244.53
March 23, 2016	\$200,973.15

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Achal Agarwal		X				Colin Dunn		X			
Horace Anderson		X				Yasmin Meah		X			
Mace Bell					X	Roger Sayre		X			
Tia Biasi		X				Shelley Skinner	2 <sup>nd</sup>	X			
Elizabeth Brown		X				Brian Uy		X			
Bhavini Doshi		X				Tammy Walters					X
Toby Dowling	1 <sup>st</sup>	X									

## 2. Buildings & Grounds

### 3. Personnel

- a. To approve **Anthony Higgins** as MS Social Studies Teacher for 2016-2017 school year at MA Step 3.
- b. To approve a volleyball coach stipend for Scott Silva in the amount of \$1,500.
- c. To approve an assistant volleyball coach stipend for Andres Nunez for \$500.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Achal Agarwal		X				Colin Dunn	2 <sup>nd</sup>	X			
Horace Anderson		X				Yasmin Meah		X			
Mace Bell					X	Roger Sayre		X			
Tia Biasi		X				Shelley Skinner		X			
Elizabeth Brown		X				Brian Uy		X			
Bhavini Doshi	1 <sup>st</sup>	X				Tammy Walters					X
Toby Dowling		X									

## 4. Curriculum/Special Education

### 5. Policy/Miscellaneous

- a. To approve the 1<sup>st</sup> and Final reading of the following policies:
  - 2422 Health and Physical Education
- b. To approve the Charter Agreement with the State of NJ. The renewal was approved on February 29, 2016 and the charter will expire June 30, 2021.
- c. To approve all the policies, bylaws and regulations adopted as this date, as the official policies of the Learning Community Charter School for the 2015-2016 and 2016-2017 school years.
- d. Appoint an Affirmative Action Officer, Title IX Compliance Officer and Substance Awareness Coordinator - BE IT RESOLVED: that the Learning Community Charter School, upon the

recommendation of the Head of School, hereby appoints **Ms. Ulrika Boijort** as the Affirmative Action Officer, pursuant to N.J.A.C 6:4-1.4 and Title IX Officer and Substance Awareness Coordinator for the 2016/2017 school year.

- e. To approve the submission of the Comprehensive Equity Plan (CEP).

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Achal Agarwal	1 <sup>st</sup>	X				Colin Dunn		X			
Horace Anderson		X				Yasmin Meah		X			
Mace Bell					X	Roger Sayre		X			
Tia Biasi		X				Shelley Skinner	2 <sup>nd</sup>	X			
Elizabeth Brown		X				Brian Uy		X			
Bhavini Doshi		X				Tammy Walters					X
Toby Dowling		X									

## IX. Enrollment Report

Grade	2016 ENR	Jul 15, 2015	Aug 15, 2015	Sep 15, 2015	Oct 15, 2015	Nov 15, 2015	Dec 15, 2015	Jan 15, 2016	Feb 15, 2016	Mar 15, 2016	Apr 15, 2016	May 15, 2016	Jun 15, 2016	Wait List
Pre K	45		45	45	45	45	45	45	45	45				208
K	60		60	60	60	60	60	60	60	60				180
1	60		60	60	60	60	60	60	60	60				97
2	60		60	61	61	61	61	61	61	61				74
3	60		59	59	59	59	59	59	59	59				72
4	60		60	60	60	60	60	60	60	60				60
5	60		60	60	60	60	60	60	60	60				49
6	60		58	60	59	60	60	60	60	60				5
7	60		59	59	60	59	59	59	59	59				14
8	60		61	61	61	61	61	61	61	61				11
<b>Total</b>	<b>585</b>		<b>582</b>	<b>585</b>	<b>584</b>	<b>585</b>	<b>585</b>	<b>585</b>	<b>585</b>	<b>585</b>				<b>770</b>

## X. Board Agenda

1. Strategic Plan – Mr. Brian Uy passed out an outline of the LCCS Strategic Plan, and briefly went over the plan. Ms. Meah elaborated further on the strategy. Discussion amongst the Board how to accomplish.
2. Committee Reports – Ms. Biasi provided an update on the GALA, PI day, and other fund raising events. Ms. Meah will update the Board next meeting. Mr. Dunn provided an update on the status of the refinance.
3. Board Election to be held on the day of the next Board meeting on 4/28/2016.
4. Next Board Meetings: Thursdays - 4/28/16, 5/12/16 & 5/26/16, 6/16/16

## XI. New Business - NONE

## XII. Public Comment - NONE

## XIII. Adjourn Public Session and Open Executive Session – 8:15 pm 1<sup>st</sup> Mr. Anderson, 2<sup>nd</sup> Ms. Biasi

- Discussion on Think Tank

## Adjourn Executive Session and Close Public Session – 8:42 pm 1<sup>st</sup> Mr. Anderson, 2<sup>nd</sup> Ms. Biasi

**XIV. Executive Session - Occurred Prior to regular Session – 6:08 pm 1<sup>st</sup> Ms. Dowling, 2<sup>nd</sup> Mr. Dunn**

<b>Voting Members</b>	<b>Present</b>	<b>Voting Members</b>	<b>Present</b>
Achal Agarwal	X	Colin Dunn	X
Horace Anderson	X	Yasmin Meah	X
Mace Bell	No	Roger Sayre	X
Tia Biasi	X	Shelley Skinner	X
Elizabeth Brown	X	Brian Uy	X
Bhavini Doshi	X	Tammy Walters	No
Toby Dowling	X		

**Discussion Topics:**

- Personnel Matter
- Legal Matter
- PERC case

**XV. Adjourn Executive Session – 6:42pm 1<sup>st</sup> Ms. Skinner, 2<sup>nd</sup> Mr. Dunn**