|  |  |
| --- | --- |
|  | **Regular Monthly Meeting Minutes**  **Tuesday, July 14, 2020**  **6:00 PM** |

1. **Call to Order by Board Secretary – 6:35 PM**
2. **Public Notice of Meeting/NJ Sunshine Law**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon in accordance with N.J.S.A 10:4‐6 et seq.

On the rules of this act, Newark Educators’ 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 Star Ledger, distributed to Municipal Clerk and posted at the Newark Educators’ Community Charter School located at 88-108 Shipman Street, Newark, NJ 07102. Formal action may take place at this meeting.

1. **Roll Call**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Voting Members** | **Role** | **Present** | **Absent** | **LA/ED** |
| Chalynda Maynard | President | X |  |  |
| Steven Lewis | Vice President | X |  |  |
| Al-Jabbar Riddle | Trustee | X |  |  |
| Torra Waynick | Trustee |  |  | X – 6:38 PM |
| **Non-Voting Members** | **Role** | **Present** | **Absent** | **LA/ED** |
| Katherine Martinez | Executive Director | X |  |  |
| Patrice Usry | Executive Assistant | X |  |  |
| Joyce Kornegay | Consultant | X |  |  |
| Brian Falkowski | SBA/Board Secretary | X |  |  |

1. **Board Business**

1. **Trustee Approval**

1. To approve Tenelle Edmundson as Member of the NECCS Board of Trustees, for terms commencing August 2020 and expiring July 2023.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** | **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** |
| Al-Jabbar Riddle | 2 | X |  |  |  | Torra Waynick |  |  |  | X |  |
| Chalynda Maynard | 1 | X |  |  |  | Steven Lewis |  | X |  |  |  |

1. To approve Eric Thompson as Member of the NECCS Board of Trustees, for the term commencing August 2020 and expiring July 2023.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** | **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** |
| Al-Jabbar Riddle |  | X |  |  |  | Torra Waynick |  |  |  | X |  |
| Chalynda Maynard | 1 | X |  |  |  | Steven Lewis | 2 | X |  |  |  |

**Oath of Office**

1. Reminder – Review By-Laws for September Approval – to be reviewed prior the retreat but also as a group at the retreat.
2. Facilities Chair Opening
3. Enrollment Committee
4. Policies Committee
5. Quarterly Staff Surveys
6. BLM Presentation Highlight

NECCS Board Meeting Minutes - Tuesday, July 14, 2020 Location: Virtual Page 1 of 4

1. School Opening Plan Review
2. Board Retreat Date – August 13th at 6:00 PM
3. 20/21 Enrollment Status

**V. Public Comment**

1. Katherine Martinez introduced two new staff members:

1. Gina Acosta – introduced herself and gave her background
2. Heather Lieberman – introduce herself and gave her background

**VI. Committee Reports**

|  |  |
| --- | --- |
| Committee | Notes/Summary |
| Development | Did not meet |
| Personnel | Met and discussed the new position and the candidates that filled them as well as the quarterly staff survey implementation |
| Finance | BvA was discussed, year-end finances, and Federal Grant Submissions |
| Curriculum | Did not meet |
| Grievance | Did not meet |
| Policy | Did not meet |
| Strategic Planning | Did not meet |
| Marketing/Outreach | Newly formed with enrollment |

**VII. School Business**

1. **Principal’s Report**
2. **Staff Report**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Retention  Type** | **Board Meeting** | | | | | | | | | | | | **Total** |
| **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** |
| **2020** | **2020** | **2020** | **2020** | **2020** | **2020** | **2021** | **2021** | **2021** | **2021** | **2021** | **2021** |
| **Open Positions** | (11) |  |  |  |  |  |  |  |  |  |  |  | (11) |
| **Resignations** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Terminations** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Non-renewals** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Other** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **New Hires** | 4 |  |  |  |  |  |  |  |  |  |  |  | 4 |
| **Interim Hires** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Net Change** | (7) |  |  |  |  |  |  |  |  |  |  |  | (7) |

**VIII. Acceptance of Meeting Minutes**

Motion for Newark Educators’ Community Charter School, Board of Trustees to accept the meeting minutes from June 9, 2020 and June 30, 2020.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** | **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** |
| Al-Jabbar Riddle |  | X |  |  |  | Torra Waynick |  | X |  |  |  |
| Chalynda Maynard | 2 | X |  |  |  | Steven Lewis | 1 | X |  |  |  |

**IX. Motions for Approval   
1. Finance**

a. Bills List: To approve/ratify the June 2020 bills as attached and the following payrolls:

|  |  |  |
| --- | --- | --- |
| Gross Payroll | 06/15/2020 | $108,854.07 |

NECCS Board Meeting Minutes - Tuesday, July 14, 2020 Location: Virtual Page 2 of 4

|  |  |  |
| --- | --- | --- |
| Gross Payroll | 06/18/2020 | $114,370.68 |

b. To accept and approve the following FY21 Federal Grants

i. CARES Act - $174,631

1. 100-600 Instructional Supplies – $87,316
2. 200-400 Purchased Property Services – $43,658
3. 200-600 Supplies and Materials - $43,657

ii. IDEA – Basic - $61,700 and Preschool - $2,038

1. 200-300 Professional and Technical Services - $61,700 (Basic)
2. 200-300 Professional and Technical Services - $2,038 (Preschool)

iii. ESEA – Title IA - $248,500 and Title I Reallocated - $8,022

1. 100-100 Salaries - $207,500 (TIA)
2. 100-600 Supplies – $25,126 (TIA)
3. 200-200 Benefits - $15,874 (TIA)
4. 100-600 Supplies - $8,022 (TI Reallocated)

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** | **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** |
| Al-Jabbar Riddle | 1 | X |  |  |  | Torra Waynick |  | X |  |  |  |
| Chalynda Maynard | 2 | X |  |  |  | Steven Lewis |  | X |  |  |  |

**2. Buildings & Grounds**

1. Information Only – Wall Removal Project (Total: $16,788.48).
2. Installing of Wall Ovens - JDS COMM (Total: $3,950).
3. Painting done by Eagles Painting - Flavio Lana (Total: $10,680).

**3. Personnel**

a. **To approve the following staff and salaries for SY20-21**

1. Cassandra Child s- Associate Teacher (10 month) at $35,000
2. Tangy Rosago - Master Teacher (12 month) at $59,000
3. Gina Acosta - Supervisor of Student Affairs (12 month) at $85,000
4. Heather Lieberman - Humanities Supervisor (12 month) at $89,000
5. Katherine Martinez- Executive Director (12 month) at $133,980
6. Natalie – Special Education Teacher 60,000

b. **To approve the following salary adjustment for SY20-21**i. Vanessa Allen - Lead Teacher at $52,000

c. **To approve the following agreements**

1. Ms. Amanda Michel: Curriculum Inventory Agreement at $16.50 per hour; paid through payroll with the first installment on July 30, 2020 and August 15, 2020 payroll.
2. Ms. Michele Koncewicz: Mural of school logo at entrance of building. Not to exceed $600 and to be paid through Accounts Payable.

d. **To approve the following reimbursements**

1. Ms. Katherine Martinez: The Dollar Tree, Not to exceed $41.00
2. Ms. Patrice Usry: The Home Depot, not to exceed $449.81
3. Ms. Patrice Usry: Dunkin Donuts, not to exceed $171.71

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** | **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** |
| Al-Jabbar Riddle |  | X |  |  |  | Torra Waynick |  | X |  |  |  |
| Chalynda Maynard | 1 | X |  |  |  | Steven Lewis | 2 | X |  |  |  |

**4. Policy/Operations/Curriculum/Miscellaneous**

**X. Enrollment Report**

NECCS Board Meeting Minutes - Tuesday, July 14, 2020 Location: Virtual Page 3 of 4

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Grade** | **2021** | **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** |
| **ENR** | **15,** | **15,** | **15,** | **15,** | **15,** | **15,** | **15,** | **15,** | **15,** | **15,** | **15,** | **15,** |
|  | **2020** | **2020** | **2020** | **2020** | **2020** | **2020** | **2021** | **2021** | **2021** | **2021** | **2021** | **2021** |
| **Pre K** | 45 |  |  |  |  |  |  |  |  |  |  |  |  |
| **K** | 50 |  |  |  |  |  |  |  |  |  |  |  |  |
| **1** | 50 |  |  |  |  |  |  |  |  |  |  |  |  |
| **2** | 50 |  |  |  |  |  |  |  |  |  |  |  |  |
| **3** | 50 |  |  |  |  |  |  |  |  |  |  |  |  |
| **4** | 50 |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total** | **295** |  |  |  |  |  |  |  |  |  |  |  |  |

1. **Information**

1. Board Meetings **2020**: 8/25, 9/8, 10/13, 11/10, 12/8

**2021**: 1/12, 2/9, 3/9, 4/13, 5/11, 6/8

1. **Adjourn Public Session and Open Executive Session (if necessary) - none**
2. **Adjourn Executive Session and Open Public Session - none**
3. **New Business**

1. To approve an annual procedure that instructs the Executive Director to issue staff surveys (created by the   
Executive Director) on a quarterly basis.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** | **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** |
| Al-Jabbar Riddle |  | X |  |  |  | Torra Waynick |  | X |  |  |  |
| Chalynda Maynard | 1 | X |  |  |  | Steven Lewis | 2 | X |  |  |  |

1. **Old Business - none**
2. **Adjournment** – **9:20 PM**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** | **Voting Members** | **Motion** | **Yes** | **No** | **Abstain** | **Absent** |
| Al-Jabbar Riddle |  | X |  |  |  | Torra Waynick | 1 | X |  |  |  |
| Chalynda Maynard |  | X |  |  |  | Steven Lewis | 2 | X |  |  |  |

NECCS Board Meeting Minutes - Tuesday, July 14, 2020 Location: Virtual Page 4 of 4