



Regular Monthly Meeting Agenda
 Tuesday, September 26, 2017 – 4:00 PM

I. CALL TO ORDER – Open Public Meetings Act – 4:04 pm

This meeting is being held in compliance with the Open Public Meetings Act and is open to the public. Notices were duly posted and the meeting was advertised in The Trentonian and The Times of Trenton. Formal action will be taken.

II. ROLL CALL

Board Member	Present	Absent	Board Member	Present	Absent
Vijay Aggarwal	X		Kenneth Somberg	X	
Thomas Rebar	X		Rich Wells		X
			Chuck Freyer	X-phone	
Also Present:				Present	Absent
John Amenda – Young Scholars				X	
Sarah Spuhler – School Business Office				X	
Brian Falkowski – SBA				X-phone	
Freya Lund - Principal				X 4:13 to 4:36	

III. DISCUSSION

1. Executive Director Update
 - Dashboard Review
 - 17-18 Priorities & Goals
 - Enrollment Amendment Update
 - Updated tenure policy

Commented [LM1]: John to add this policy to board materials once finalized

IV. UPDATES

1. Enrollment

Grade	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	Applications for 18-19 School Year
4	75	73	73										
5	75	76	76										
6	75	77	76										
7	75	77	76										
8	75	68	76										
Total	375	371	377										
Waitlist	194												

4	10	14	7											
5	30	33	31											
6	97	96	103											
7	31	32	47											
8	26	32	41											

2. Talent and Certification

- Ritu Dahiya (School Nurse) is uncertified, but finishing up classes to become NJ certified
- Kimetria Dormevil Ford (5th grade RELA) has applied to transfer her GA cert to NJ. Heard from the state that it will take another month
- Tara Quinlan (Special Ed) was an August hire. She has a PA cert and we are working to transfer this to NJ

3. Special Education Files Audit Update

- Meetings have been held for both students listed on compliance report; Waters to finalize asap

4. Drill Schedule

V. APPROVAL OF MINUTES

Resolved that the Board approve the Regular session minutes from the August 1, 2017 meeting.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	1	X			
Thomas Rebar	2	X				Rich Wells					X
						Chuck Freyer		X			

VI. MOTIONS FOR APPROVAL

1. Finance

- Board Secretary's and Treasurer's Report:** To approve the Board Secretary's and Treasurer's Reports for June, July and August 2017, as per the attached. Pursuant to N.J.A.C. 6A:23-2.11(a), the Paul Robeson 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 June, July and August 2017, 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.
- Transfers:** To approve transfer to August 31, 2017
- Bills List:** To approve bills and check list for the period ending September 26, 2017
- Payroll:** To approve the following payrolls:
 - August 15, 2017: \$ 140,642.51
 - August 30, 2017: \$ 141,494.38
 - September 15, 2017: \$ 141,320.53

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	2	X			
Thomas Rebar	1	X				Rich Wells					X
						Chuck Freyer		X			

2. Student Trips

Commented [LM2]: Dan to send info for college trips

Trip Location	Type of trip	Costs & funding source	Number of Students Attending	Date	Educational purpose
Rutgers U.	College Trip	Lunch - \$11.50 X 84 = \$966.00 Check made out to "Rutgers University Catering" Busses - \$656.25 X 3 = \$1,968.75	77 students + 7 adults	9/29/2017	College exposure
NYU	College Trip	Lunch - \$12.95 X 43 = \$556.85 Check made out to "Aramark" Bus - \$831.25	39 students + 4 adults	9/29/2017	College exposure
Columbia U.	College Trip	Bus - \$918.75	37 students + 3/4 adults	9/29/2017	College exposure
U Penn	College Trip	Lunch - \$14.35 X 27 = \$387.45 Check made out to "Trustees at University of Pennsylvania" Bus - \$656	25 students + 2 adults	9/29/2017	College exposure
Drexel U.	College Trip	Lunch - \$12.42 X 27 = \$335.34 Check made out to "Aramark" Bus - \$656	25 students + 2 adults	9/29/2017	College exposure
Temple U.	College Trip	Lunch - \$10.25 X 27 = \$276.75 Check made out to "Cherry and White Catering" Bus - \$656	25 students + 2 adults	9/29/2017	College exposure

3. Buildings & Grounds *NONE*

4. Personnel

- a. To approve/ratify updated staff salaries for the 2017-2018 school year

Name	Salary	Updated Salary (Adjusted)	% Increase Detail
Francis Farrington	\$75,649	\$78,500	Salary updated to reflect years of experience

- b. To approve/ratify the hiring/promotion of the following staff:

Employee	Position	Pay Rate	Position Duration (10/12)
Tara Quinlan	SPED	52,000	10

- c. To approve the resignation of the following staff:

Employee	Position	Resignation Date
Courtney Hathaway	SPED	9/1
Ivy Webb	Director of Student Support	10/20

- d. To approve/ratify the following employee stipends:

Staff Member Name	Amount	Detail
Tara Quinlan	\$1,000	Signing bonus
Marie Helms	\$500	Referral bonus

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	2	X			
Thomas Rebar	1	X				Rich Wells					X
						Chuck Freyer		X			

e. To approve/ratify the following Staff Travel and Reimbursement:

Employee	Cost	Description	Date
Regina Bell	\$405	School counselor certification program series	10/16, 12/6, 1/31
Gail Somers, Kevin Potter, Marie Helms, Nicole Ryan, Dana Skillman	\$875 (\$175 per teacher)	NJ Science Convention – Each science teacher will participate in 1 day of the 2 day conference. Focusing attendance on NJ Ask & NGSS sessions. Gail is pre-determining the sessions with her team, and leading debriefs during PLC.	Oct. 24 *Skillman & Helms Oct. 25 *Ryan, Potter & Somers
Dana Skillman	\$300	SIOP Professional Development institute: The new Virtual SIOP Training for Teachers Institute is an online, interactive workshop, led by expert facilitators and original SIOP Model authors, that gives educators an in-depth understanding of the components of the SIOP Model and strategies to implement it in their schools and classrooms.	11 sessions over 6 weeks - ONLINE
Brittany Bower	\$625 – Conference Cost ~\$180 – Air Fare ~\$687 (\$229 for 3 nights) – Hotel TOTAL: \$1,492	WIDA National Conference – ESL focused conference, with sessions around co-teaching and support ELs	Oct. 17, 18, 19
John Amenda, Regina Bell, Gail Somers, Ivy Webb, Pamela Junge	\$1475	New Jersey Charter School Association Conference	October 17-18

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	2	X			
Thomas Rebar	1	X				Rich Wells					X
						Chuck Freyer		X			

5. Curriculum/Special Education

*Webb (DoSS) is leaving as of Oct. 20th – we are currently working out a plan
No curriculum purchases*

6. Policy / Governance / Operations / Miscellaneous

- a. Presented for first reading the *Immigration Safety Policy*
- b. To ratify Dr. Kia Grundy as PRCS school doctor
- c. To approve/ratify 2017-18 school goals

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	2	X			
Thomas Rebar	1	X				Rich Wells					X
						Chuck Freyer		X			

VII. NEW BUSINESS – Next board meeting moved to November 15th.

VIII. OLD BUSINESS

- *Reminder: complete board self-assessment and submit to John*

IX. PUBLIC COMMENT

Members of the public wishing to address the Board of Trustees must state their name and are requested to limit their comments to three minutes. Please be aware that all Charter School employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. Each member of the public will be given one opportunity to address the Board.

X. EXECUTIVE SESSION - None

It is expected that the Board will go into Executive Session to discuss personnel matters, legal matters and facility negotiation matters.

XIII. MOTION TO ADJOURN EXECUTIVE SESSION

XIV. IMPORTANT DATES

- College/Career Day | September 29th
- YSCS Forum *Equity in Education* | October 11th

XV. MOTION TO ADJOURN - 5:14 pm

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Vijay Aggarwal		X				Kenneth Somberg	2	X			
Thomas Rebar	1	X				Rich Wells					X
						Chuck Freyer		X			