

**LINK COMMUNITY CHARTER SCHOOL
MINUTES OF THE BOARD OF TRUSTEES MEETING
March 9, 2019, 6:30 PM
at Link Community Charter School
23 Pennsylvania Avenue, Newark, New Jersey 07114**

CALL TO ORDER

The meeting is called to order at 8:43 am.

OPEN PUBLIC MEETINGS NOTICE: READING OF THE “SUNSHINE LAW” STATEMENT

Adequate notice of this special open meeting of the LCCS Board of Trustees, setting forth time, date and location, was provided by placing a notice in the New Jersey *Star Ledger* and *nj.com* on October 18, 2018 by letters faxed to the city clerks of the four districts of residence on October 15, 2018, by posting notice on the school website, and by communicating same to the Board of Trustees.

FLAG SALUTE

ROLL CALL

Member	Present	Present by Phone	Absent
Covington, Regina	√		
Daughtry, Brenda	√		
Goger, Bob			√
Holguin-Veras, Susana	√		
Marshall, Richard			√
Purefoy, Frances	√		
Riffle, Annette	√		
Smith, Denise			√
Thompson, Kwamara	√		

IN ATTENDANCE: NON-VOTING STAFF/BOARD ATTORNEY

Maria Pilar Paradiso, head of school
Sharon Machrone, board recording secretary
Bima Baje, school business administrator
Leslie Baynes, chief operating officer
Isabel Machado, Esq., board attorney

APPROVAL OF AGENDA

Resolution #030919:01: Be it Resolved that the Board of Trustees accepts and approves the agenda for the meeting on March 9, 2019.

Moved by: Ms. Riffle

Seconded by: Mrs. Covington

Discussion: None

Vote: Voice; passed unanimously

PUBLIC COMMENT

During the course of the board meeting the Board of Trustees offers members of the public an opportunity to address issues regarding the operation of LCCS. The Board reminds those individuals to take this opportunity to identify themselves by name and address and to limit their comments to items listed on the agenda and/or items directly

related to the operation of the LCCS. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered, and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments. Comments by each member of the public choosing to speak are limited to 3 minutes.

No member of the public in attendance

CLOSING OF PUBLIC COMMENT

The chair closed the public comment section of the meeting.

ACKNOWLEDGMENT OF CORRESPONDENCE

No correspondence

BOARD RETREAT

Current Topics in Education Law – Isabel Machado, Esq., LCCS board attorney

Experiencing an Elective Class – Lisette Santiago, music teaching artist

Overview of the LCCS Board of Trustees Organization – Maria Pilar Paradiso

Staff Diversity and Retention – Maria Pilar Paradiso

OLD BUSINESS

None.

NEW BUSINESS

None.

ANNOUNCEMENTS

Mrs. Daughtry encouraged all board members to immediately complete the NJ Commission on Education's Financial Disclosure form (online). An email from the state was sent to board members in January.

She also requested that all members do their required training for the year by June 30, 2019.

Mrs. Paradiso mentioned the NJ Charter Schools Association Board Institute to be held on April 6, 2019 at Link. Board members are encouraged to attend and should let Mrs. Paradiso know if they plan to.

She also mentioned the Link Education Partners Mind Body Spirit Breakfast on Friday, March 29, 2019 at 8:30am at the school.

The next regularly scheduled LCCS Board meeting is scheduled for Monday, March 11, 2019.

MOTION TO ADJOURN

Moved by: Mrs. Covington

Seconded by: Mrs. Holguin-Veras

Vote: Voice; passed unanimously

The meeting was adjourned at 12:18 pm.

These minutes represent a record of the actions taken by the Board of Trustees during the meeting and a summary of the discussions that took place. The minutes are not intended to be, nor are they, a verbatim record of the discussion on a particular item.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sharon F. Machrone".

Sharon F. Machrone, Board Recording Secretary

Date: March 9, 2019

Approved by the Link Community Charter School Board of Trustees: April 8, 2019

All Bank Accounts Included

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
A:3093	3/4/19	CDW LLC Smart Projectors	3,034.89	P201900173	12-000-100-730-000-078
A:3094	3/4/19	CIT Copier Lease	2,890.30	P201900075	11-000-240-500-000-068
A:3095	3/4/19	City of Newark Division of Water Feb 2019 Water	859.51	P201900076	11-000-262-620-000-074
A:3096	3/4/19	Duplitrn Copier Expense 2018-2019	216.47	P201900112	11-190-100-610-000-047
A:3097	3/4/19	Kean University Kean University 2019 Teacher Job Fair 3/27/19	75.00	P201900183	11-000-262-890-000-075
A:3098	3/4/19	MACHADO LAW GROUP JAN 2019 Legal Services	1,088.00	P201900080	11-000-230-331-000-055
A:3099	3/4/19	Maschio's Food Service Inc. Lunch prog JAN 19	20,256.04	P201900137	60-910-310-600-000-000
A:3100	3/4/19	One Source Solutions student recruitment brochures	472.00	P201900171	11-000-230-610-000-058
		student recruitment brochures	0.00	P201900171	11-000-230-610-000-058
		Total Check Amount:	472.00		
A:3101	3/4/19	Optimum MAR 2019 Internet Service	135.60	P201900054	11-000-230-530-000-057
A:3102	3/4/19	PSE&G 2019 Gas/Electric Expenses	9,566.82	P201900056	11-000-262-620-000-074
A:3103	3/4/19	School Health Corp Nurse Supplies	27.18	P201900043	11-190-100-610-000-047
A:3104	3/4/19	Staples Advantage School Supplies 2018-2019	208.93	P201900011	11-190-100-610-000-047
A:3105	3/4/19	Stronge and Associates Educational Consulting, I 3 Day Training- C. Campbell & C. Kelley-Kempl	1,050.00	P201900090	11-000-230-330-000-056
		3 Day Training- S. Jain	525.00	P201900090	11-000-230-330-000-056
		Total Check Amount:	1,575.00		
A:3106	3/4/19	US Security Associates, Inc. 2/1-2/7/19 Security Services	2,013.00	P201900104	11-000-240-500-000-068
		2/8-2/14/19 Security Services	1,509.75	P201900104	11-000-240-500-000-068
		2/15-2/21/19 Security Services	1,105.63	P201900104	11-000-240-500-000-068
		Total Check Amount:	4,628.38		
A:3107	3/4/19	Waste Management of New Jersey, Inc. Waste Management MAR 2019	601.28	P201900059	11-000-230-500-000-056

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A:3108	3/4/19	Western Pest Services Monthly Pest Control FEB 2019	429.00	P201900060	11-000-230-500-000-056
A:3109	3/4/19	Selective Insurance Company of America 2018-2019 Liability	4,145.00	P201900108	11-000-262-520-000-070
		2018-2019 WC	2,847.00	P201900108	11-000-262-520-000-070
Total Check Amount:			6,992.00		
A:3112	3/4/19	AT & T Feb 2019 Long Distance Charges	692.25	P201900047	11-000-230-530-000-057
A:3113	3/4/19	AT&T Teleconference Services Jan 2019 Teleconference Charges	337.30	P201900048	11-000-230-530-000-057
D:1093	3/4/19	United Concordia Dental MAR 2019	1,484.59	91 - 485	Dental
E:3118	3/4/19	Horizon BCBS Health Insurance MAR 2019	1,349.26	P201900001	11-000-291-270-000-054
E:3119	3/4/19	INVO HEALTHCARE ASSOCIATES SLP/OT Services JAN 2019	3,450.00	P201900077	20-250-200-300-000-097
E:3120	3/4/19	CharterSchoolJobs.com Newark Charter School Teacher Fair March 9, 2	395.00	P201900184	11-000-262-890-000-075
A:3110	3/6/19	LINK EDUCATION PARTNERS, INC 2018-19 Rent Mar	27,333.33	P201900003	11-000-262-441-000-069
		2018-19 Rent April	27,333.33	P201900003	11-000-262-441-000-069
Total Check Amount:			54,666.66		
A:3111	3/6/19	LESLIE BAYNES Instructional supplies	42.64	P201900188	11-190-100-610-000-047
		Wallmounts for 2 projectors	220.44	P201900188	11-190-100-610-000-047
		paper rolls	308.85	P201900188	11-190-100-610-000-047
		ping pong balls & paddles	47.97	P201900188	11-190-100-610-000-047
		ping pong tables	432.21	P201900188	11-190-100-610-000-047
		ear buds for testing	127.94	P201900188	11-190-100-610-000-047
Total Check Amount:			1,180.05		
A:3114	3/7/19	Delta-T Group North Jersey, Inc. Substitute Teachers 2018-2019	4,638.37	P201900178	11-190-100-320-000-045
		Substitute Teachers 2018-2019	2,788.08	P201900178	11-190-100-320-000-045
		Substitute Teachers 2018-2019	3,896.14	P201900178	11-190-100-320-000-045
		Substitute Teachers 2018-2019	2,235.23	P201900178	11-190-100-320-000-045
		Substitute Nurse 1/25/2019	237.88	P201900161	11-000-213-100-000-066
Total Check Amount:			13,795.70		
A:3115	3/7/19	Rider University Rider Univ. 2019 Spr Edu Career Fair Apr 4, 201	50.00	P201900190	11-000-262-890-000-075

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A:3116	3/7/19	Pitney Bowes Global Financial Services Postage Meter Supplies	318.95	P201900191	11-000-262-890-000-075
A:3117	3/7/19	Staples Advantage School Supplies 2018-2019	1,140.27	P201900011	11-190-100-610-000-047
		School Supplies 2018-2019	83.92	P201900011	11-190-100-610-000-047
Total Check Amount:			1,224.19		
D:1094	3/7/19	Clarity Benefit Solutions Februrary Flex Contr	1,936.82	91 - 482	Withholding-FSA
D:1095	3/7/19	AXA EQUITABLE-EQUI-VEST Feb 403B Contr	3,810.00	91 - 472	AXA
A:3118	3/8/19	Verizon Phone serv 2018-19	456.87	P201900009	11-000-230-530-000-057
D:1097	3/8/19	ShelterPoint Life Vision Apr 2019	271.10	90 - 484	vision
A:3119	3/11/19	Tonia Hobbs Refund of lunch fees for Noah & Aiyanna Hobbs	360.10	P201900192	60-910-310-800-000-000
A:3120	3/11/19	Beulah Bright Refund of lunch fees for Destinee Branch	57.15	P201900193	60-910-310-800-000-000
A:3121	3/11/19	i2 Learning Foundation STEM prog	3,000.00	P201900194	20-231-100-600-000-096
A:3122	3/11/19	LISA WEBER Powerschool Services	1,090.00	P201900084	11-000-230-330-000-056
The Grand Total of all Checks from Fund 11 is:			105,321.70		
The Grand Total of all Checks from Fund 12 is:			3,034.89		
The Grand Total of all Checks from Fund 20 is:			6,450.00		
The Grand Total of all Checks from Fund 60 is:			20,673.29		
The Grand Total of all Checks from Fund 90 is:			271.10		
The Grand Total of all Checks from Fund 91 is:			7,231.41		
The Grand total of all checks for this period is:			142,982.39		

We the undersigned board members certify that we have approved the expenditures represented by the above list of checks.

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
02/01/19	12-000-300-730-000-079 Non-Instructional Equipment	12-000-100-730-000-078 Instructional Equipment	Transfer for Instructional Equip purchase	3,000.00
02/07/19	11-130-100-101-000-043 Sal - Teachers 6-8	11-190-100-320-000-045 Purch Prof Educational Svcs	to allocate expense for substitute	35,000.00
02/28/19	11-000-230-500-000-056 Other Purchased Services	11-000-230-330-000-056 Other Purch Services	to cover shortage	1,000.00
The total of all transfers within fund 10 is:				39,000.00



BOARD OF TRUSTEES PROCLAMATION

Paraprofessionals Day, April 3, 2019

WHEREAS, paraprofessionals provide services in multiple settings within schools, including support for instruction, student activities, and individual students, as well as numerous other tasks that contribute to educational success; and

WHEREAS, paraprofessionals provide direct support to students with special needs and facilitate learning; and

WHEREAS, paraprofessionals support teachers to help students develop their minds, bodies and spirits so students grow personally and academically; and

WHEREAS, the support and services of Paraprofessionals are integral to the achievement of student success.

NOW, THEREFORE BE IT PROCLAIMED, that the members of the Link Community Charter School Board of Trustees express their deep appreciation to our paraprofessionals for all they do to support our students, parents, and school and hereby join the rest of the nation in celebrating Wednesday, April 3, 2019 as Paraprofessionals Day.

*Signed this 11th day of March, 2019, on behalf of the
Link Community Charter School Board of Trustees,*

Brenda Daughtry, board chair