

**LINK COMMUNITY CHARTER SCHOOL  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
April 8, 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 6:42 pm by Denise Smith, vice chair.

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

Adequate notice of this 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 June 20, 2018 and *El Nuevo Coqui* on June 21, 2018, by letters mailed to the city clerks of the four districts of residence on June 20, 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

**APPROVAL OF MINUTES**

***Resolution #040819-01: Be it Resolved that the Board of Trustees accepts and approves the minutes of the open meetings held on March 9 and March 11, 2019.***

Moved by: Mrs. Covington  
Seconded by: Mrs. Purefoy  
Discussion: None  
Vote: Voice, passed unanimously

**APPROVAL OF AGENDA**

***Resolution #040819-02: Be it Resolved that the Board of Trustees accepts and approves the agenda for the meeting on April 8, 2019.***

Moved by: Mrs. Covington  
Seconded by: Mrs. Daughtry  
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

## **PRESENTATIONS: DRAFT 2019-2020 SCHOOL BUDGET and NJ SCHOOL PERFORMANCE REPORT, 2017-2018, Mrs. Paradiso**

## **EXECUTIVE SESSION**

### **Agreement to convene an Executive Session**

#### **Resolution #040819-03:**

WHEREAS, the LCCS Board of Trustees from time to time must convene into Executive Session to discuss confidential matters including but not limited to legal matters and student issues;

WHEREAS, the LCCS Board of Trustees has on its agenda for the meeting being held on April 8, 2019 legal matters which must be discussed in a confidential closed session;

NOW THEREFORE BE IT RESOLVED, the Board shall move into Executive Session to discuss the above referenced matters;

BE IT FURTHER RESOLVED, that the minutes of the executive session will provide as much information as possible without violating any applicable privilege or confidentiality so that the public can understand what was discussed and when available what the Board decision was;

BE IT FURTHER RESOLVED, that the minutes of the executive session will be released to the public in an appropriately redacted form within a reasonable period of time;

BE IT FURTHER RESOLVED, that the redacted portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

Moved by: Mrs. Daughtry

Seconded by: Mrs. Covington

Discussion: None

Vote: Voice; passed unanimously

The board moved to Executive Session at 7:20 pm.

The board returned from Executive Session at 7:55 pm.

## HEAD OF SCHOOL

### School Update

See attached.

### HIB Report

Mrs. Paradiso reported an incident of HIB (#2018-2019-003). An investigation of an allegation was made, and the finding confirmed bullying. Remedial action was taken. Parents have been notified. The board will be asked to affirm the finding at the next board meeting.

### Affirmation of HIB finding

**Resolution #040819-04: Be it Resolved that the Board of Trustees affirms the findings of HIB in Case #2018-2019-02, as recommended by the head of school.**

Moved by: Mrs. Daughtry

Seconded by: Mrs. Purefoy

Discussion: None

Vote: Roll call; passed unanimously

### Approval of field trips

**Resolution #040819-05: Be it Resolved that the Board of Trustees approves the following field trips, as recommended by the head of school:**

Event/ Location	Dates	Purpose	Funded by
Slam Dunk the Junk	TBD	Community Service, cleaning up Lincoln Park with the City of Newark	No cost
Annual Jazz House Kids-Newark Showcase at Science Park HS, 260 Norfolk Street, Newark	April 30, 2019	Link Choir and Drumming Elective class will be performing in the showcase.	Link Education Partners

Moved by: Mrs. Daughtry

Seconded by: Mrs. Purefoy

Discussion: None

Vote: Roll call; passed unanimously

### Approval of proclamations celebrating staff

**Resolution #040819-06: Be it Resolved that the Board of Trustees approves the attached proclamations, designating Wednesday, April 24 as Administrative Professionals Day; May 6-10 as Teacher Appreciation Week; and Wednesday, May 8 as School Nurses' Day at Link, as recommended by the head of school.**

Moved by: Mrs. Daughtry

Seconded by: Mr. Marshall

Discussion: None

Vote: Roll call; passed unanimously

### Approval of fourth quarter elective classes

**Resolution #040819-07: Be it Resolved that the Board of Trustees approves the following elective classes and instructors for the 4<sup>th</sup> quarter of the 2018-2019 school year, as recommended by the head of school.**

4 <sup>th</sup> Quarter Elective Class	Instructor	Organization
Food and Culture	M. Paradiso, R. Correa	LCCS
Environmental Activism Through Art	G. Howard	LCCS
LEGO Robotics	A. Mendoza	Bricks4Kids

Double Dutch	L. Little	Jump Kids Health
Ping Pong	C. Jones	Self
Knitting and Crocheting	A. Tanella	LCCS
Dungeons and Dragons	K. Start	LCCS
Drawing, Comics, and Manga	T. Cook	Newark School of the Arts
Comedy	E. Bradshaw	Self
Hair, Beauty and Culture	A. Antwi	Self
DJ Class	M. Mendoza	Newark School of the Arts
Photography	T. Fleming	Self
Drumming	L. Santiago	LCCS
Living Through Food	J. Reich	Project U.S.E.

Moved by: Mrs. Daughtry  
 Seconded by: Mrs. Purefoy  
 Discussion: None  
 Vote: Roll call; passed unanimously

#### **Approval to submit a grant application**

***Resolution #040819-08: Be it Resolved that the Board of Trustees approve the submission of a grant application to the NoVo Foundation for funding to support social and emotional learning practices in the 2019-2020 school year, as recommended by the head of school.***

Moved by: Mrs. Daughtry  
 Seconded by: Mrs. Covington  
 Discussion: None  
 Vote: Roll call; passed unanimously

#### **Approval to hire soccer coach**

***Resolution #040819-09: Be it Resolved that the Board of Trustees approves the hiring of Delia McGee as soccer coach at \$1,000 for the current season, funded by Link Education Partners, as recommended by the head of school.***

Moved by: Mrs. Purefoy  
 Seconded by: Mrs. Covington  
 Discussion: None  
 Vote: Roll call; passed unanimously

#### **Approval of stipends**

***Resolution #040819-10: Be it Resolved that the Board of Trustees approves the following stipends, as recommended by the head of school:***

<b>Employee</b>	<b>Responsibility</b>	<b>Stipend Amount</b>
Annie Gunther	Soccer Coach	\$1,000 for the season
Hannah Kennedy	Volleyball Coach	\$1,000 for the season
Chris Kennedy	Volleyball Coach	\$1,000 for the season
Rosa Martinez	Girls on the Run Program Coach	\$75 per day
Amanda Voorhees	Girls on the Run Program Coach	\$75 per day

Moved by: Mrs. Daughtry  
 Seconded by: Mrs. Purefoy  
 Discussion: None  
 Vote: Roll call; passed unanimously

**Approval to hire substitute**

***Resolution #040819-11: Be it Resolved that the Board of Trustees approve the hiring of Najah Johnson as a substitute teacher on a per diem basis, as needed, at \$125 per day, as recommended by the head of school.***

Moved by: Mrs. Daughtry

Seconded by: Mrs. Purefoy

Discussion: None

Vote: Roll call; passed unanimously

**Approval to transport students**

***Resolution #040819-12: Be it Resolved that the Board of Trustees approves the transporting of students by hired school bus to soccer fields for practice and games (one way), volleyball games (one way) and Girls on the Run program (round trip) in the spring 2019 season, funded by Link Education Partners, as recommend by the head of school.***

Moved by: Mrs. Daughtry

Seconded by: Mrs. Covington

Discussion: None

Vote: Roll call; passed unanimously

**Approval of professional development**

***Resolution #040819-13: Be it Resolved that the Board of Trustees approves the following staff members to attend professional development, as recommended by the head of school:***

Staff Member	Professional Development	Funding
Christine Lynskey	Oppositional, Defiant & Disruptive Children and Adolescents: Non-Medication Approaches for the Most Challenging ODD Behaviors, PESI Inc., Parsippany, NJ, April 4, 2019	Link Education Partners
Detra DeNully and Da'Cherary Ruth	Deanslist Conference, NYC, April 5, 2019	Link Education Partners
Detra DeNully and Erika Turner	Behavior Intervention Training, Education Training Institute, Lodi NJ, March 28, 2019	Link Education Partners

Moved by: Mrs. Daughtry

Seconded by: Mr. Marshall

Discussion: None

Vote: Roll call; passed unanimously

**Approval of a change to the 2018-2019 school calendar**

***Resolution #040819-14: Be it Resolved that the Board of Trustees approves a change to the 2018-2019 school calendar which closes school on Tuesday, May 28, 2019, yet maintains the school's compliance with the state's requirement for 180 school days.***

Moved by: Mrs. Daughtry

Seconded by: Mr. Marshall

Discussion: None

Vote: Roll call; passed unanimously

**Approval of medical leaves of absence**

***Resolution #040819-15: Be it Resolved that the Board of Trustees approves medical leaves of absence for Suzanne Dandie (from January 22 through February 8, 2019) and Arnav Ward (from December 17, 2018 to an expected return date of April 29, 2019), as recommended by the head of school.***

Moved by: Mrs. Daughtry

Seconded by: Mr. Marshall

Discussion: None

Vote: Roll call; passed unanimously

**Approval for a fitness for duty examination**

***Resolution #040819-16: Be it Resolved that the Board of Trustees approves a fitness for duty examination pursuant to Policy No. 3161 for Employee No. 154 to be conducted by Helene Miller, MD, LLC or other physician approved by the Head of School, at the expense of the Board, or by a physician selected by the employee, as approved by the Head of School and at the expense of the employee, as recommended by the head of school.***

Moved by: Mrs. Daughtry

Seconded by: Mr. Marshall

Discussion: None

Vote: Roll call; passed unanimously

**COMMITTEE REPORTS****Governance Committee**

See attached report.

**Finance and Facility Committee**

See attached report.

**Approval of financial reports**

***Resolution #040819-17: Be it Resolved that the Board of Trustees accepts and approves the Board Secretary Reports and the Treasurer's Report for the month ending March 31, 2019, as recommended by the school business administrator.***

Moved by: Mrs. Daughtry

Seconded by: Mr. Marshall

Discussion: None

Vote: Roll call; passed unanimously

**Approval of budget transfer**

***Resolution #040819-18: Be it Resolved that the Board of Trustees approves the attached budget transfer, as recommended by the school business administrator.***

Moved by: Mrs. Daughtry

Seconded by: Mr. Marshall

Discussion: None

Vote: Roll call; passed unanimously

**Approval of bills for payment**

***Resolution #040819-19: Be it Resolved that the Board of Trustees approves for payment the bills for goods and services provided to Link Community Charter School as listed in the attached Bill List, as recommended by the school business administrator.***

Moved by: Mrs. Purefoy

Seconded by: Mrs. Covington

Discussion: None

Vote: Roll call; passed unanimously

**Approval of Form 990 for submission**

**Resolution #040819-20:** See attached resolution, recommended by the school business administrator.

Moved by: Mrs. Daughtry

Seconded by: Mrs. Purefoy

Discussion: None

Vote: Roll call; passed unanimously

**Approval for RFP advertisement**

**Resolution #040819-21:** *Be it Resolved that the Board of Trustees approves placing an advertisement for a Request for Proposal for security service, IT service, food service, and cleaning service for the 2019-2020 school year in the Star Ledger and El Nuevo Coqui, as recommended by the school business administrator.*

Moved by: Mrs. Daughtry

Seconded by: Mrs. Purefoy

Discussion: None

Vote: Roll call; passed unanimously

**Approval of the draft 2019-2020 school budget**

**Resolution #040819-22:** *Be it Resolved that the Board of Trustees approves the draft 2019-2020 school budget, as recommended by the school business administrator.*

Moved by: Mrs. Covington

Seconded by: Mrs. Daughtry

Discussion: None

Vote: Roll call; passed unanimously

**Approval to submit application for summer food program**

**Resolution #040819-23:** *Be it Resolved that the Board of Trustees approves the 2019 application to the federally funded summer food service program administered by the NJ Department of Agriculture, as recommended by the school business administrator.*

Moved by: Mrs. Daughtry

Seconded by: Mrs. Purefoy

Discussion: None

Vote: Roll call; passed unanimously

**OLD BUSINESS****NEW BUSINESS****Walk-in Motion**

**Resolution #040819-24:** *Be it Resolved that the Board of Trustees accepts the donation of ten Chromebooks from Lenovo, as recommended by the head of school.*

Moved by: Mrs. Covington

Seconded by: Mrs. Purefoy

Discussion: None

Vote: Roll call; passed unanimously

**ANNOUNCEMENTS**

The next regularly scheduled LCCS Board meeting is scheduled for Monday, May 13, 2019.

Mrs. Paradiso stated that she received great feedback on the girls who participated in the Mind, Body, Spirit Breakfast last month.

**MOTION TO ADJOURN**

Moved by: Mrs. Daughtry

Seconded by: Mrs. Covington

Vote: Voice; passed unanimously

The meeting was adjourned at 8:43 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, reading "Sharon F. Machrone".

Sharon F. Machrone, Board Recording Secretary

Date: April 8, 2019

Approved by the Link Community Charter School Board of Trustees: 05.13.19



## LINK COMMUNITY CHARTER SCHOOL

School Performance Reports Multi-Year Analysis Select Data.xlsx

4 Years: '14-'15 through '17-'18

### Demographics

Student Sub-Groups				
Student Group	2014-2015	2015-2016	2016-2017	2017-2018
Female	53.0%	50.7%	51.6%	53.1%
Male	47.0%	49.3%	48.4%	46.9%
Economically Disadvantaged Students	80.0%	60.4%	74.7%	82.3%
Students with Disabilities	11.0%	11.9%	11.6%	11.5%

Racial and Ethnic Groups				
Student Group	2014-2015	2015-2016	2016-2017	2017-2018
White	0.5%	0.0%	0.0%	0.0%
Hispanic	5.1%	6.7%	4.6%	3.1%
Black or African American	94.0%	92.2%	94.4%	96.5%
Asian	0.5%	0.4%	0.4%	0.0%
Native Hawaiian or Pacific Islander	0.0%	0.4%	0.4%	0.0%
Two or More Races	0.0%	0.4%	0.4%	0.3%

# LINK COMMUNITY CHARTER SCHOOL

School Performance Reports Multi-Year Analysis Select Data.xlsx

4 Years: '14-'15 through '17-'18

Academics - Growth

Student Sub-Groups

Typical Growth: Between 35 and 65

High Growth: Greater than 65

Student Growth by Sub-group - English Language Arts								
Student Group	2014-2015		2015-2016		2016-2017		2017-2018	
	LCCS Median	NJ Median	LCCS Median	NJ Median	LCCS Median	NJ Median	LCCS Median	NJ Median
Schoolwide	#	#	#	#	#	#	45	50
Black or African American	#	#	#	#	#	#	44.5	44
Racial and Ethnic Groups	#	#	#	#	#	#	44	48
Students with Disabilities	#	#	#	#	#	#	40.5	41

# No data provided in previous years

Student Growth by Grade - English Language Arts				
Grade Level	2014-2015	2015-2016	2016-2017	2017-2018
5th Grade	#	#	#	47
6th Grade	#	#	#	35
7th Grade	#	#	#	55
8th Grade	#	#	#	43

# No data provided in previous years

Student Growth by Sub-group - Math								
Student Group	2014-2015		2015-2016		2016-2017		2017-2018	
	LCCS Median	NJ Median	LCCS Median	NJ Median	LCCS Median	NJ Median	LCCS Median	NJ Median
Schoolwide	#	#	#	#	#	#	60	50
Black or African American	#	#	#	#	#	#	60	44
Economically Disadvantaged	#	#	#	#	#	#	60	47
Students with Disabilities	#	#	#	#	#	#	48	43

# No data provided in previous years

Student Growth by Grade - Math				
Grade Level	2014-2015	2015-2016	2016-2017	2017-2018
5th Grade	#	#	#	77
6th Grade	#	#	#	55
7th Grade	#	#	#	49
8th Grade*	#	#	#	

\*NJ School Performance Report does not include 8th Grade Math.

# No data provided in previous years

# LINK COMMUNITY CHARTER SCHOOL

School Performance Reports Multi-Year Analysis Select Data.xlsx

4 Years: '14-'15 through '17-'18

Academics - Achievement

PARCC Performance - English Language Arts								
Student Group	2014-2015		2015-2016		2016-2017		2017-2018	
	LCCS	NJ	LCCS	NJ	LCCS	NJ	LCCS	NJ
Schoolwide	#	#	44.3%	32.9%	57.5%	54.9%	55.6%	56.7%
Hispanic	#	#	N	N	54.6%	39.8%	N	N
Black or African American	#	#	43.2%	59.8%	61.0%	35.2%	54.5%	37.3%
Two or More Races	#	#	*	*	46.3%	54.9%	N	N
Racial and Ethnic Groups	#	#	37.3%	53.0%	58.2%	36.2%	56.6%	38.5%
Students with Disabilities	#	#	N	N	10.0%	20.5%	50.0%	67.5%

*\*Data not displayed to protect student privacy*

*# No data provided in previous years*

PARCC Performance - Math								
Student Group	2014-2015		2015-2016		2016-2017		2017-2018	
	LCCS	NJ	LCCS	NJ	LCCS	NJ	LCCS	NJ
Schoolwide	#	#	21.2%	11.5%	27.5%	43.5%	28.1%	45.0%
Hispanic	#	#	N	N	*	27.6%		
Black or African American	#	#	20.7%	36.5%	25.8%	21.7%	27.7%	23.4%
Two or More Races	#	#	*	*	29.9%	44.9%		
Economically Disadvantaged	#	#	16.5%	16.0%	27.5%	25.1%	27.2%	26.6%
Students with Disabilities	#	#	*	*	*	16.5%	*	17.1%

*\*Data not displayed to protect student privacy*

*# No data provided in previous years*

# LINK COMMUNITY CHARTER SCHOOL

School Performance Reports Multi-Year Analysis Select Data.xlsx

4 Years: '14-'15 through '17-'18

Arts Participation

Student Participation								
Arts Discipline	2014-2015		2015-2016		2016-2017		2017-2018	
	LCCS	NJ	LCCS	NJ	LCCS	NJ	LCCS	NJ
Visual Arts Only	#	#	#	#	100.0%	80.0%	99.5%	70.2%
One or more Visual and Performing Arts classes	#	#	#	#	100.0%	100.0%	99.5%	89.1%

# No data provided in previous years

Racial and Ethnic Groups

# LINK COMMUNITY CHARTER SCHOOL

School Performance Reports Multi-Year Analysis Select Data.xlsx

4 Years: '14-'15 through '17-'18

Climate & Environment

Chronic Absenteeism								
Students absent 10% or more enrolled days.								
Student Group	2014-2015		2015-2016		2016-2017		2017-2018	
	LCCS	NJ*	LCCS	NJ	LCCS	NJ	LCCS	NJ
Schoolwide	#	#	#	#	10.9%	8.3%	7.3%	9.1%
Black or African American	#	#	#	#	9.7%	8.3%	7.6%	9.1%
Economically Disadvantaged	#	#	#	#	12.7%	8.3%	7.6%	9.1%
Students with Disabilities	#	#	#	#	15.2%	8.3%	6.1%	9.1%

Racial and Ethnic Groups

# No data provided in previous years

Violence, Vandalism, HIB and Substance Offenses				
Student Group	2014-2015	2015-2016	2016-2017	2017-2018
Violence	#	#	6.0	46.0
Weapons	#	#	0.0	2.0
Vandalism	#	#	0.0	1.0
Substances	#	#	1.0	0.0
Harrassment, Intimidation, Bullying (HIB)	#	#	0.0	4.0
Total Unique Incidents	#	#	7.0	53.0
Incidents per 100 Students Enrolled	#	#	2.46	18.4

# No data provided in previous years

Student Disciplinary Removals				
Student Group	2014-2015	2015-2016	2016-2017	2017-2018
In-School Suspensions	#	#	1.4%	3.5%
Out-of-School Suspensions	#	#	14.4%	21.2%
Any Suspension	17.7%	14.8%	14.7%	22.2%
Removal to oher education program	#	#	#	*
Expulsion	0.0%	0.0%	0.0%	0.0%
Arrest	#	#	#	*

\*Data not displayed to protect student privacy

# No data provided in previous years

School Days Missed due to Out-of-School Suspensions				
	2014-2015	2015-2016	2016-2017	2017-2018
Total Days Missed	#	#	#	155
Average per # suspended	#	#	#	2.5

## LINK COMMUNITY CHARTER SCHOOL

School Performance Reports Multi-Year Analysis Select Data.xlsx

4 Years: '14-'15 through '17-'18

Staff

Faculty Attendance	
2014-2015	
2015-2016	97.0%
2016-2017	98.0%
2017-2018	95.6%

Teacher Demographics				
Category	2014-2015	2015-2016	2016-2017	2017-2018
Female	#	#	#	84.4%
Male	#	#	#	15.6%
White	#	#	#	53.1%
Hispanic	#	#	#	15.6%
Black or African American	#	#	#	31.3%

*# No data provided in previous years*

# LINK COMMUNITY CHARTER SCHOOL

School Performance Reports Multi-Year Analysis Select Data.xlsx

4 Years: '14-'15 through '17-'18

Accountability - Acad & Climate

Accountability - English Language Arts								
Student Group	2014-2015		2015-2016		2016-2017		2017-2018	
	Proficiency	Growth	Proficiency	Growth	Proficiency	Growth	Proficiency	Growth
Schoolwide	#	#	Met	#	Met Target	Exceeds Target	Met Target	Met Standard
Black or African American	#	#	Met	#	Met Target	Exceeds Target	Met Target	Met Standard
Two or More Races	#	#		#	N	Exceeds Target	**	
Economically Disadvantaged	#	#	Met	#	Met Target	Exceeds Target	Met Target	Met Standard
Racial and Ethnic Groups	#	#		#	Met Target	Exceeds Target	Met Target	Met Standard

\*Data not displayed to protect student privacy

# No data provided in previous years

Accountability - Math								
Student Group	2014-2015		2015-2016		2016-2017		2017-2018	
	Proficiency	Growth	Proficiency	Growth	Proficiency	Growth	Proficiency	Growth
Schoolwide	#	#	Met	#	Met Target	Met Target	Met Target	Exceeds Standard
Black or African American	#	#	Met	#	Met Target	Met Target	Met Target	Exceeds Standard
Two or More Races	#	#		#	N	Met Target	**	
Economically Disadvantaged	#	#	Met	#	Met Target	Met Target	Met Target	Exceeds Standard
Students with Disabilities	#	#		#	Met Target	Met Target	Not Met	Met Standard

\*Data not displayed to protect student privacy

# No data provided in previous years

Accountability - Chonic Absenteeism				
Student Group	2014-2015	2015-2016	2016-2017	2017-2018
	Average	Average	Average	Average
Schoolwide	#	#	Not Met	Met State Average
Black or African American	#	#	Not Met	Met State Average
Economically Disadvantaged	#	#	Not Met	Met State Average
Students with Disabilities	#	#	Not Met	Met State Average

\*Data not displayed to protect student privacy

# No data provided in previous years

**Head of School Report for LCCS Board**  
**April 2019**

**Enrollment Update:**

<b>Grade Level</b>	<b>Approved Enrollment</b>	<b>18/19 Enrolled &amp; Attending</b>	<b>19/20 Applications</b>
<b>5</b>	<b>80</b>	<b>80</b>	<b>90 enrollment letters sent</b>
<b>6</b>	<b>72</b>	<b>75</b>	<b>33</b>
<b>7</b>	<b>72</b>	<b>72</b>	<b>70</b> <b>(58 from last year)</b>
<b>8</b>	<b>72</b>	<b>74</b>	<b>37</b> <b>(29 from last year)</b>
<b>Total</b>	<b>296</b>	<b>301</b>	

**Student Recruitment:**

- Working on establishing a relationship with Roseville Community Charter School, K-4
- Attending East Orange Community Charter event, April 17<sup>th</sup>
- Planning on postcard mailings in Spanish

**Staffing:**

- Closed Session update

**Partnerships**

- Link will host a “study tour” with the STC Forum on May 1<sup>st</sup>.

**Professional Development:**

- March 29<sup>th</sup>-8<sup>th</sup> grade teachers visited St. Benedict’s Prep and MBS; 5<sup>th</sup> grade teachers engaged in planning for summer academy and 6<sup>th</sup> and 7<sup>th</sup> worked on STEM week training/preparation
- Deans attended DeansList training
- Dean and SW attended HIB training

**Programming:**

- 

**PR:**

- None

**HIB:**

- Report a finding of HIB; LCCS HIB case # 2018-19-003 (description of incident and student background provided)

**State Reporting:**

- No updates



**Upcoming Dates:**

- Spring Break
- Novartis Program
- 

**School Calendar Updates:**

- Use of last snow day, Tuesday after Memorial Day

**Special Projects:**

- None

**High School Placement**

- Hosting Open House for admissions officers

**Link Community Charter School  
Board of Trustees**

**Governance Committee Report  
April 4, 2019**

Attendees: Brenda Daughtry, Maria Pilar Paradiso, Denise Smith, Sharon Machrone  
Absent: Annette Riffle

The committee discussed the following:

**Board Membership**

Of the three members whose terms are up at the end of June, one will remain, one will end membership, and one is undecided at this time. It will be necessary to secure 1-2 new members. One of the board's goals this year was that every member would recruit potential members, but as of this date there is only one lead. Board members will be asked at the March meeting to locate potential, preferably with some charter school knowledge/background.

**Board Self Evaluation**

The timeline has changed to:

- April 8 Board Meeting: Charge the board with completing the online evaluation by April 26
- May 13 Board Meeting: Representative from NJSBA to present results to board and recommend goals.
- June 6 Governance Committee Meeting: Review results and set recommended goals for 2019-2021
- June 10 Board Meeting: Governance recommended goals. Public discussion goals. Adoption of goals.

Mrs. Machrone will provide instructions for accessing the online system at the April 8 meeting and Mrs. Paradiso will provide Chromebooks if members wish to complete the evaluations at the end of the evening.

**Head of School Evaluation**

The timeline remains same:

- By April 8: Head of School completes her evaluation form
- April 8 Board Meeting: Charge the board with completing the evaluation by April 26.
- April 26-May 2: Board secretary compiles results
- May 6- 9 (exact date TBD): Board chair, and chairs of Education and Governance Committees meet with the Head of School to review results and develop goals for 2019-2020
- May 13 Board Meeting: Hold Executive Session to discuss evaluation and share goals with entire board. In public session, adopt evaluation.

Mrs. Machrone will provide instructions for accessing the evaluation at the April 8<sup>th</sup> meeting.



## **Finance & Facilities Committee Report**

### **April 8, 2019**

#### **Attendance:**

- ☐ Richard Marshall
- ☐ Leslie Baynes
- ☐ Bima Baje

### **I. March Financial Review**

#### **a. Treasurer's Report:**

- i. As of March 31, 2019, total operating cash on hand \$743,396.33 net \$21,164.90 in outstanding checks.
- ii. No additional deposits have been made since the statement close of 3/31/19
- iii. Transfers totaling \$94,516 were made from support staff & supplies to cover additional pension contributions, health insurance premiums, substitutes and student evaluations.

#### **b. Secretary's Report:**

- i. As of March 31, 2019
  - o \$3,807,317.10 in expenses have been paid
  - o \$1,602,049.52 in encumbered expenses remain
  - o \$228,702.83 remains unencumbered
- ii. District payments are current.

#### **c. Bills List:**

- i. All payments this month are for ordinary operating expenses.

### **II. 2019-20 Budget**

#### **a. Overview**

- i. Beginning fund balance \$621,753
- ii. 2019-20 projected revenue \$5,548,350
- iii. 2019-20 projected expenses \$5,783,891
- iv. 2019-20 deficit \$245,541
- v. Projected ending fund balance \$326,212

#### **b. Changes**

- i. Salary increases 2% pool
- ii. Final salary equity adjustments
- iii. Staffing changes
- iv. Benefits cost reductions-

- v. Facility maintenance schedule reduction
- vi. Reductions in IT services
- vii. Addition of foreign language program curriculum
- viii. Addition of staff placement fees
- ix. Textbook purchases increase

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
03/01/19	11-000-230-104-001-053 Finance & Operation Coord	11-000-291-232-000-054 Benefits - NJ State Pension	to cover shortage	42,516.00
03/01/19	11-000-230-104-001-053 Finance & Operation Coord	11-000-291-270-000-054 Benefits - Health Insurance	to cover shortage	25,000.00
03/31/19	11-000-262-610-000-071 Supplies & Materials	11-190-100-320-000-045 Purch Prof Educational Svcs	to cover shortage	10,000.00
03/31/19	11-190-100-610-000-047 General Supplies	11-190-100-320-000-045 Purch Prof Educational Svcs	to cover shortage	15,000.00
03/31/19	11-000-230-500-000-056 Other Purchased Services	11-000-230-330-000-056 Other Purch Services	to cover shortage	2,000.00
The total of all Budget Adjustments for fund 10 is:				<b>94,516.00</b>

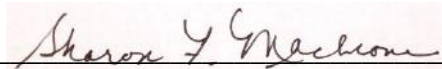
**Link Community Charter School  
23 Pennsylvania Avenue  
Newark, NJ 07114**

**Resolution # 040819-15  
Approval of Form 990 for Submission**

**WHEREAS**, the charter school must be in compliance with the Department of Treasury for tax returns; and

**WHEREAS**, Form the 990 has been reviewed by the Board of Trustees of Link Community Charter School

**NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF THE LINK COMMUNITY CHARTER SCHOOL HEREBY AUTHORIZES THE SCHOOL BUSINESS ADMINISTRATOR TO SUBMIT THE COMPLETED FORM IRS FORM 990 FOR THE YEAR ENDED JUNE 30, 2018 AS PRESENTED.**

A handwritten signature in cursive script, reading "Sharon F. Machrone", is written over a light pink rectangular background.

Sharon F. Machrone, Board Recording Secretary  
Date of Approval:



## ***BOARD OF TRUSTEES PROCLAMATION***

### ***Administrative Professionals Day, Wednesday, April 24, 2019***

***WHEREAS***, administrative professionals play an essential role in coordinating the office operations at Link Community Charter School, efficiently handling the day-to-day routines that keep our school running smoothly; and

***WHEREAS***, the work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service and other vital office management responsibilities; and

***WHEREAS***, administrative professionals are key frontline public relations ambassadors, because they are often the first impression people receive, representing the face of the school to parents, community members, and students who walk in the doors of our school or call on the telephone; and

***NOW, THEREFORE, BE IT PROCLAIMED***, that the members of the Link Community Charter School Board of Trustees express their deep appreciation to our administrative professionals for all they do to support our students, staff and school and hereby join the rest of the nation in celebrating Wednesday, April 24, 2019 as Administrative Professionals Day.

*Signed this 8<sup>th</sup> day of April, 2019, on behalf of the  
Link Community Charter School Board of Trustees,*

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*Brenda Daughtry, chair*



## ***BOARD OF TRUSTEES PROCLAMATION***

### ***Teacher Appreciation Week, May 6-10, 2019***

***WHEREAS***, teachers work to help students develop their minds, bodies, and spirits;  
*and*

***WHEREAS***, teachers encounter students of widely differing abilities, talents, and personalities and adapt their teaching to meet the needs of all students; *and*

***WHEREAS***, teachers mold future citizens through guidance and education; *and*

***WHEREAS***, our country's future depends upon providing quality education to all students; *and*

***WHEREAS***, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students; *and*

***WHEREAS***, teachers inspire and motivate students to a love of learning; *and*

***WHEREAS***, our teachers spend many hours enhancing their own knowledge, skills, and abilities through professional development programs and self-study to ensure student success; *and*

***NOW, THEREFORE, BE IT PROCLAIMED***, that the members of the Link Community Charter School Board of Trustees express their deep appreciation to our teachers for all they do to support our students for success, and hereby join the rest of the nation in celebrating the week of May 6-10 as Teacher Appreciation Week.

*Signed this 8<sup>th</sup> day of April, 2019, on behalf of the  
Link Community Charter School Board of Trustees,*

---

*Brenda Daughtry, chair*





## ***BOARD OF TRUSTEES PROCLAMATION***

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*Brenda Daughtry, chair*