

**LINK COMMUNITY CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
November 27, 2023, 6:30 PM
Virtual Only
Link Community Charter School
23 Pennsylvania Avenue, Newark, New Jersey 07114**

Draft Minutes

LINK COMMUNITY CHARTER SCHOOL MISSION

Link Community Charter School will provide an outstanding elementary and middle school education for learners of all academic abilities by developing the mind, body and spirit through a strong curriculum, experiential learning, immersion in the arts, and an enduring commitment to Core Values; this will allow them to be successful in competitive high schools and become responsible and resourceful citizens who give back to others.

CALL TO ORDER

The regular meeting of the Link Community Charter School Board of Trustees was called to order by Richard Marshall, Board Chair, at 7:06pm.

FLAG SALUTE

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 with the *New Jersey Star Ledger* and *nj.com*, *Irvington Herald*, *East Orange Record*, *Orange Transcript*, and *Essex Daily News* on November 21, 2023; by email to the city clerks of, East Orange, Irvington, and Orange, and the county superintendent of education on November 21, 2023 and by mail on November 22, 2023 to the city clerk of Newark; by posting notice on the school website; and by communicating same to the Board of Trustees.

ROLL CALL

Member	Present	Absent
Barnett, Ms.	√	
Daughtry, Ms.	√	
Ebanks, Ms.	√	
Fox, Ms.	√	
Key, Mr.	√	
Marshall, Mr.	√	
Naar, Mr.	√	

IN ATTENDANCE: NON-VOTING STAFF/BOARD ATTORNEY

Maria Pilar Paradiso, Head of School
Debbie Paczkowski, Board Recording Secretary
Bima Baje, School Business Administrator
Leslie Baynes, Chief Operating Officer
Christine Martinez, Esq., Board Attorney
Sharon Machrone, Director of Communications

The following resolutions # 112723-01 through 112723-02 will be bundled into one motion

APPROVAL OF MINUTES

Resolution #112723-01: Be it Resolved that the Board of Trustees accepts and approves the minutes of the regular board meeting held on October 16, 2023.

APPROVAL OF MINUTES

Resolution #112723-02: Be it Resolved that the Board of Trustees accepts and approves the minutes of the regular board meeting held on November 20, 2023.

Moved by Ms. Daughtry

Second by Ms. Barnett

Discussion: None

Vote: Voice; passed, one abstention, Ms. Ebanks, Resolution #112723-01

APPROVAL OF AGENDA

Resolution #112723-03: Be it Resolved that the Board of Trustees accepts and approves the agenda for the regular board meeting on November 27, 2023.

Moved by Ms. Daughtry

Second by Ms. Ebanks

Discussion: None

Vote: Voice; passed unanimously

PRESENTATION

None.

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.

CLOSING OF PUBLIC COMMENT

Seeing there are no members of the public wishing to speak, Mr. Marshall closed the public comment portion of this meeting.

ACKNOWLEDGMENT OF CORRESPONDENCE

None.

HEAD OF SCHOOL

- **Monthly School Update**

The following resolutions # 112723-04 through 112723-12 will be bundled into one motion.

Approval of change in date field trips

Resolution #112723-04: Be it Resolved that the Board of Trustees approves the following updated date for the following field trips, as recommended by the head of school.

Grade	Trip	Date/Time	Location	Funded by	Transportation
2nd Grade Chavez	Mighty Writers	Tuesday, November 28, 2023, 11am-12pm	59 Lincoln Park Newark, NJ 07102	N/A	Walk
2nd Grade Huerta	Mighty Writers	Thursday, November 30, 2023, 11Am-12pm	59 Lincoln Park Newark, NJ 07102	N/A	Walk

Approval of field trips

Resolution #112723-05: Be it Resolved that the Board of Trustees approves the following field trips, as recommended by the head of school.

Grade	Trip	Date/Time	Location	Funded by	Transportation
6 th Grade Project USE	Outdoor Adventure	Thursday, November 02, 2023, 8:30am-12:00pm	West Orange, NJ	LEP	Hired bus

Approval of stipend

Resolution #112723-06: Be it Resolved that the Board of Trustees approves the following stipend for the 2023-2024 SY, as recommended by the head of school.

Name	Title	Stipend	Responsibility
Christine Lynskey	Special Education Coordinator	\$2500	Coordinate special education services, in collaboration with social worker; attend county special education meetings; support annual plan development
Amanda Ryan	Summer Stipend	\$35 an hour for a total of 20 hours	Curriculum writing, K-2 grades
Natasha Valentin	Hiring Advisory Committee	\$1,500	Attend staff recruitment events; complete preliminary interviews and recommend for

			further interview; support teacher placement and onboarding; provide feedback and guidance regarding new teacher recruitment and support
Amanda Ryan	Testing Coordinator	\$1,500	Manage NJSLA test administration and follow up support as needed
Natasha Valentin	Hiring Referral	\$1,000 (\$500. X 2 referrals)	Recommended staff hires
Josie Arizmendi	Grade Level Leader, 2 nd grade	\$1,750	Provide support to the grade level teachers with respect to logistics, events, communications, etc.
LisRose Chacon	Grade Level Leader, Kindergarten	\$2,500	Provide support to the grade level teachers with respect to logistics, events, communications, etc.
Jeffrey Locklear	School Cultural Leader, Grades 5 & 6	\$5,000	Plan and Lead Morning circles, plan and support advisory sessions. Plan and coordinate events for 5 th & 6 th Grade

Approval of new hire

Resolution #112723-07: Be it Resolved that the Board of Trustees approves the following addition to the Personnel List for the 2023-2024 school year, as recommended by the head of school.

Name	Position	10/12 Month	FT/PT	23-24 Salary	Start Date	Signing Bonus	Relocation Bonus
Marie Kanu	5 th & 6 th Grade Literacy Interventionist	10 months	F/T	\$65,000	November 01, 2023	\$2,500	\$1,500. Upon confirmation of relocation

Approval of independent contractor

Resolution #112723-08: Be it Resolved that the Board of Trustees approves Musa Manneh, Math Consultant, from September 18, 2023, through December 21, 2023 at a rate of \$300 per day, as recommended by the head of school.

Approval of leave

Resolution #112723-09: Be it Resolved that the Board of Trustees approves an unpaid leave of absence on NJ State Disability with benefits for the following, as, as recommended by the head of school.

Employee Number	Leave Requested	Start Date
#107	Unpaid NJ Disability	October 15, 2023

Approval for physician's contract

Resolution #112723-10: Be it Resolved that the Board of Trustees approves the contract for Dr. Kia Grundy for \$4,000 for up to 8 hours of service with additional hours billed at \$500. per hour for the 2023-2024 school year, as recommended by the head of school.

Approval of Occupational Therapy contracts

Resolution #112723-11: Be it Resolved that the Board of Trustees approves the attached contracts with NJ Educational Services Commission and Jump Ahead Pediatrics for Occupational Therapy for the 2023-2024 school year, as recommended by the head of the school.

Approval of coaches

Resolution #112723-12: Be it Resolved that the Board of Trustees approves the following coaches for the 2023-2024 basketball season, as recommended by the head of school.

Name	Responsibility	Stipend
Jerry Holley	Boys Basketball Coach	\$1,000
Elliot Fant	Boys Basketball Coach	\$1,000
Audra Wade	Girls Basketball Coach	\$1,000
Fantasia Parker	Cheerleading	\$1,000
Maisha Brown	Cheerleading	\$1,000
Sharon Green	Volleyball	\$1,000
Emmanuel Essien	Soccer	\$1,000

Moved by Ms. Daughtry

Second by Ms. Ebanks

Discussion: None

Vote: Voice; passed unanimously

Approval to amend Resolution # 112723-06

Resolution #112723-06A Be it Resolved that the Board of Trustees approves amending Resolution #112723-06 to make the following changes to responsibilities and/or stipend for the 2023-2024 SY, as recommended by the head of school.

Name	Title	Stipend	Responsibility
Amanda Ryan	Testing Coordinator	\$1,500	Manage NJSLA test and NWEA administration and follow up support as needed

Josie Arizmendi	Grade Level Leader, 2 nd grade	\$1,250	Provide support to the grade level teachers with respect to logistics, events, communications, etc.
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Moved by Ms. Daughtry

Second by Ms. Ebanks

Discussion: None

Vote: Voice; passed unanimously

Education Committee

None.

Governance Committee

• Committee Report

The following resolutions # 112723-13 through 112723-15 will be bundled into one motion.

Approval of the board grievance committee

Resolution #112723-13: Be it Resolved that the Board of Trustees approves the following to serve on the Board Grievance Committee until November 2024: Suzanne Dandie-Lashley, Chris Lynskey, Taheerah DyMyers as Link staff members and Nakeeyah Lambert and Courtney Smith as parent members, as recommended by the Governance Committee.

Approval of the second reading and adoption of policy and regulation revision

Resolution #112723-14: Be it Resolved that the Board of Trustees approves the second reading and adoption of the following policies and regulations, as recommended by the Governance Committee:

P2270 Religion in Schools (Revised, Recommended)
P 3161 Examination for Cause (Revised, Recommended)
P & R 3212 Attendance (Revised, Mandated)
P 3324 Right of Privacy (Revised, Suggested)
P 4161 Examination for Cause (Revised, Recommended)
P & R 4212 Attendance (Revised, Mandated)
P 4324 Right of Privacy (Revised, Suggested)
P 8500 Food Services (Revised, Mandated)
P & R 5230 Early Dismissal (Revised, Recommended)
P & R 5240 Tardiness (Revised, Recommended)

Approval for amendment to charter

Resolution #112723-15: Be it Resolved that the Board of Trustees approves the attached resolution to amend the school's charter with regards to participation in the Newark Common App, as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Ebanks

Discussion: None

Vote: Voice; passed unanimously

Community Engagement Committee

None.

Finance Committee

- **Committee Report**

The following resolutions # 112723-16 through 112723-19 will be bundled into one motion.

Approval for service vendor contracts

Resolution #112723-16: Be it Resolved that the Board of Trustees approves the following service vendor contracts for the 2023-2024 school year, as recommended by the school business administrator.

Service	Name	Cost
Custodial	AAA Facilities Services	\$1663.98 weekly
Technology	Link High Technology	Extension of contract through November 30, 2023, at a cost of \$4,700 per month.
Technology	Omni Tech (\$3,200 monthly rate for one day onsite weekly and remote service daily and \$200. For virus protection)	December 1, 2023-June 30, 2024 (2 one-year optional extensions)

Approval of financial reports

Resolution #112723-17: Be it Resolved that the Board of Trustees accepts and approves the Board Secretary Report and the Treasurer's Report for the month ending October 31, 2023, as recommended by the school business administrator.

Approval of bills for payment

Resolution #112723-18: 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.

Approval of budget transfer

Resolution #112723-19: Be it Resolved that the Board of Trustees approves the attached budget transfer, as recommended by the school business administrator.

Moved by Ms. Daughtry

Second by Ms. Ebanks

Discussion: None

Vote: Voice; passed unanimously

Approval to amend Resolution #112723-18

Resolution #112723-18A: Be it Resolved that the Board of Trustees approves amending Resolution #112723-18 to include check #5363, dated 11/21/23, December rent check to Link Education Partners for \$33,333.37, as recommended by the school business administrator.

Moved by Ms. Daughtry
Second by Ms. Ebanks
Discussion: None
Vote: Voice; passed unanimously

EXECUTIVE SESSION (Resolution #112723-20)

WHEREAS, the LCCS Board of Trustees from time to time must convene into Executive Session to discuss confidential matters including but not limited to personnel issues, litigation, matters of attorney/client privilege, and/or student matters.

NOW THEREFORE BE IT RESOLVED, the LCCS Board of Trustees shall move into Executive Session to discuss a staff matter.

BE IT FURTHER RESOLVED, the LCCS Board of Trustees may take action on this matter when the LCCS Board of Trustees later returns to public session.

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 providing as much information as possible without violating any applicable privilege or confidentiality.

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 Ms. Daughtry
Second by Ms. Ebanks
Discussion: None
Vote: Voice; passed unanimously

The board returned from executive session at 8:22 pm.

Approval of administrative leave

Resolution #112723-21: Be it Resolved that the Board of Trustees approves a paid administrative leave from November 06, 2023, through November 16, 2023, for employee #283, as recommended by the head of school.

Moved by Ms. Daughtry
Second by Ms. Ebanks
Discussion: None
Vote: Voice; passed unanimously

OLD BUSINESS

Please respond to the Saturday board retreat calendar invite.

NEW BUSINESS

Approval of resignation

Resolution #112723-22: Be it Resolved that the Board of Trustees approve the resignation of Marie Kanu, effective November 17, 2023, without required contractual notice and approves the board attorney to notify Board of Examiners, as recommended by the head of school.

Moved by Ms. Daughtry
Second by Ms. Ebanks
Discussion: None
Vote: Voice; passed unanimously

ANNOUNCEMENTS

The board retreat meeting will be held on Saturday, December 02, 2023, in person at 230 Halsey St, Newark.
The next regular board meeting will be in person on Monday, December 18, 2023.
Please respond tonight to the calendar invite to both the board retreat and board meeting in December.

MOTION TO ADJOURN

Moved by Ms. Daughtry
Seconded by Ms. Ebanks
Vote: Voice; passed unanimously

The meeting was adjourned at 8:41 pm.
These minutes represent a record of 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 black ink, appearing to read 'Debra Paczkowski', with a long horizontal stroke extending to the right.

Debra Paczkowski, Board Recording Secretary

Date: December 17, 2023

Approved by the Link Community Charter School Board of Trustees: **DATE**