



I. Call to Order by Board Secretary – 6:05 PM

II. 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.

III. Roll Call

Voting Members	Role	Present	Absent	LA/ED
Chalynda Maynard	President	X		
Steven Lewis	Trustee		X	
Al-Jabbar Riddle	Trustee			X 6:22 PM
Torra Waynick	Vice President	X		
Tenelle Edmondson	Trustee		X	
Eric Thompson	Trustee		X	
Jean-Guy Lauture	Trustee	X		
Olivia Keith	Trustee	X		
Cynthia Thompson	Trustee	X		
Non-Voting Members	Role	Present	Absent	LA/ED
Kevin Flanagan	Executive Director	X		
Alexis Spencer	Executive Assistant/Parent Representative	X		
Patrice Usry	Operations Manager	X		
Joyce Kornegay	Consultant	X		
Sarah Spuhler	Board Secretary	X		
Amanda Michel	Staff Representative	X		

IV. Board Business

- To accept the resignation of Steven A. Lewis as a BOT Member effective June 21, 2022.
- To accept the resignation of Tenelle Edmondson as a BOT Member effective June 15, 2022.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard	1	X				Eric Thompson					X
Al-Jabbar Riddle					X	Jean-Guy Lauture	2	X			
Olivia Keith		X				Cynthia Thompson		X			
Torra Waynick		X									

V. Public Comment - None

VI. Committee Reports

Committee	Notes/Summary
Development	N/A
Personnel	
Facilities/Finance	N/A
Curriculum	

Grievance	N/A
Policy	N/A
Strategic Planning	N/A
Marketing/Outreach	N/A

VII. School Business

1. **Principal’s Report – presentation by Kevin Flanagan**
2. **Staff Report – N/A**

Retention Type	Board Meeting												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2022	2022	2022	2022	2022	2022	2023	2023	2023	2023	2023	2023	
Open Positions													
Resignations													
Terminations													
Non-renewals													
Other													
New Hires													
Interim Hires													
Net Change													

VIII. Acceptance of Meeting Minutes

Motion for Newark Educators’ Community Charter School, Board of Trustees to accept the meeting minutes from May 26, 2022.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard				X		Eric Thompson					X
Al-Jabbar Riddle					X	Jean-Guy Lauture	1	X			
Olivia Keith		X				Cynthia Thompson		X			
Torra Waynick	2	X									

IX. Reorganization

1. Regular Meeting Dates – 2022/2023 School Year

BE IT RESOLVED: that the Newark Educators’ Community Charter School, upon the recommendation of the Executive Director, approves the Resolution to adopt the Annual Board Meeting Schedule for the 2022/2023 school year in accordance with 18A:10-6. Meetings will be held in the school’s Media Center. Executive session to be called as necessary during Regular Meeting.

Day	Date	Regular Meeting	Notes
Wednesday	August 17, 2022*	6:00 PM	Regular Meeting
Wednesday	September 21, 2022	6:00 PM	Regular Meeting
Wednesday	October 19, 2022	6:00 PM	Regular Meeting
Wednesday	November 23, 2022	6:00 PM	Regular Meeting
Wednesday	December 21, 2022	6:00 PM	Regular Meeting
Wednesday	January 25, 2023	6:00 PM	Regular Meeting
Wednesday	February 22, 2023	6:00 PM	Regular Meeting
Wednesday	March 22, 2023	6:00 PM	Regular Meeting
Wednesday	April 26, 2023	6:00 PM	Regular Meeting
Wednesday	May 10, 2023	6:00 PM	Regular Meeting
Wednesday	June 21, 2023	6:00 PM	Regular Meeting/

2. Special Meetings

RESOLVED, that in accordance with Chapter 231, Laws of 1975, Special Meetings of the Board of Trustees for the 2022/2023 school year, may be called 48 hours or more prior to the meeting by giving written notice of the date, time, location, and agenda (if known) of the special meeting, and also whether formal action may or may not be taken.

3. Appointments

RESOLVED, that the Newark Educators’ Community Charter School upon the recommendation of the Executive Director, hereby appoints the following for the 2022/2023 school year:

Position/Appointment	Name
Executive Director	Kevin Flanagan
Business Administrator/Board Secretary	Dr. Brian Falkowski
Acting Board Secretary in the absence of the Board Secretary	SBO Designee
Public Agency Compliance Officer (PACO)	Dr. Brian Falkowski
Custodian of School Records	Dr. Brian Falkowski
Appoint Asbestos Management/PEOSA Officer	Patrice Usry
Safety & Health Coordinator	Patrice Usry
Indoor Air Quality Coordinator	Patrice Usry
Integrated Pest Management Coordinator	Patrice Usry
Right to Know and Chemical Hygiene Coordinator	Patrice Usry
Affirmative Action Officer	Patrice Usry
Title IX Compliance Officer	Patrice Usry
Substance Awareness Coordinator	TBD
Section 504 Administrator	TBD
Homeless Liaison	TBD
Section 504 Compliance Officer	TBD
HIB/Anti-Bully Coordinator & School Safety Team	Patrice Usry

4. Adoption of Code of Ethics

RESOLVED, that the Newark Educators’ Community Charter School Board of Trustees hereby adopts the New Jersey School Boards Code of Ethics, as attached, for its members, for the 2022/2023 school year.

18A:12-24.1 Code of Ethics for School Board Members

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
 - h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
 - i. I will support and protect school personnel in proper performance of their duties.
 - j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution. L.2001, c.178,s.5.
5. Adoption of Policies
RESOLVED, that the current board policies adopted by the Newark Educators' Community Charter School Board of Trustees, either by code, number, resolution, motion or inference of intent, be re-adopted completely for the 2022/2023 school year.
 6. Depository of Funds
BE IT RESOLVED: that the Newark Educators' Community Charter School, Board of Trustees upon the recommendation of the Executive Director, approves Investors Bank as the depository of funds for the 2022/2023 school year.
 7. Newspaper of Record
BE IT REOLVED: that the Newark Educators' Community Charter School, Board of Trustees upon the recommendation of the Executive Director, herewith designates The Star Ledger as the official Newspapers of Record; be it Resolved the official Website is www.newarkeducators.org for the 2022/2023 school year.
 8. Authorize the School Business Administrator to Audit and Executive Director to Approve Bill Payments
BE IT RESOLVED: that the Newark Educators' Community Charter School, Board of Trustees upon the recommendation of the Executive Director, herewith designates the School Business Administrator/Board Secretary with the approval of Executive Director, in accordance with N.J.S.A 18A:19-1, as the person designated to audit accounts and demands and to approve accounts and demands prior to presentation to the Board of Trustees for the 2022/2023 school year.
 9. Authorize Payment of Bills Between Meetings
BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, authorizes the Business Administrator to approve the Payment of Bills, as may be necessary between Board meetings and present the aforementioned payments to the Board for approval at the next regularly scheduled meeting for the 2022/2023 school year.
 10. Appoint a School Purchasing Agent
BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby appoints **Brian Falkowski** as Qualified Purchasing Agent with a Bid and Quotation Threshold to \$44,000 and \$6,600 respectively pursuant to Local Public Contract Laws and Public School Contract Law N.J.S.A 40A:11-3(c), N.J.S.A 40A:11-9 (b), N.J.S.A 40A11-6.1 (a) and N.J.S.A 18A:18A-2, N.J.S.A 18A:18A-3 (a), N.J.S.A 18A:18A-37 (a), for the 2022/2023 school year.
 11. Authorize purchases below 15% of the Bid Threshold without competitive quotations
BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby approves the authorization of purchases below 15% of the Bid Threshold may be made without competitive quotations for the 2023//2022 school year.
 12. Approve the Business Administrator to purchase from current and valid State Contract Vendors under their applicable state contract titles

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby approves the Business Administrator to purchase from current and valid State Contract Vendors under their applicable state contract titles for the 2022/2023 school year.

13. Resolution to authorize the Executive Director and Business Administrator to make line-item budget transfers between board meetings and all transfers to be ratified at the next regular board meeting.

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby authorizes the Executive Director and Business Administrator to make line-item budget transfers between board meetings and all transfers to be ratified at the next regular board meeting for the 2022/2023 school year.

14. Resolution to Appoint Board Counsel

BE IT RESOLVED: that the Newark Educators' Community Charter School, hereby approves the appointment of **The Busch Law Group LLC** and the **Johnston Law Firm** as Board of Trustees Councils for the fiscal year ending June 30, 2023, at a cost not to exceed \$35,000.

15. Resolution to Appoint External Audit Firm

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby approves the appointment of **Galleros Robinson CPAs LLP** to prepare the school's Comprehensive Annual Financial Report & Auditors Management Report for the fiscal year ending June 30, 2023, at a cost not to exceed \$40,000.

16. Resolution to Appoint Architect of Record

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby approves the appointment of **USA Architects** to provide architectural services for the 2022/2023 school year.

17. Approve Voluntary Payroll Deduction Companies

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby approves the following voluntary deduction companies for the 2022/2023 school year:

403B	AXA Equitable
Voluntary Insurance	AFLAC
FSA	Wageworks

18. Approve NJ Uniform Chart of Accounts

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby approves the NJ Uniform Chart of Accounts for the 2022/2023 school year.

19. Approve Food Service Management Company

BE IT RESOLVED: that Newark Educators Community Charter School, upon the recommendation of the School Director, hereby approves the Awarding of the contract to Whitsons Culinary Group for the 2022-2023 school year:

Breakfast: \$2.40
Lunch: \$3.60
Snack: \$1.03

20. Resolution to Appoint School Doctor

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, hereby approves the appointment of **TBD** as School Doctor for the 2022/2023 school year at a cost not to exceed \$5,000.

21. Cooperative Purchasing

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, to participate with National Cooperative Pricing System with PEPPM National Cooperative Contracts, Approved County Educational Services, Ed-Data Services, Middlesex County Cooperative, & Hunterdon County Cooperative for 2022/2023 school year.

22. Approve Private Insurance Broker of Record

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, to approve **Arthur J. Gallagher Risk Management Services, Inc.** as Insurance Broker for private Medical, Prescription and Dental Insurance for the 2022/2023 school year.

23. Approve Treadstone Risk Management LLC Insurance Services as the Insurance Broker of Record for Property and Casualty, and Workers Compensation Insurance

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, to approve **Arthur J. Gallagher Risk Management Services, Inc.** as the Insurance Broker of Record for Property and Casualty, and Workers Compensation for the 2022/2023 school year. Full resolution as attached.

24. Approve Use of Facsimile Signatures

BE IT RESOLVED: that the Newark Educators' Community Charter School, upon the recommendation of the Executive Director, to approve use of facsimile signatures for the following: Warrant Account, Net Payroll Account, Payroll Agency Account, Summer Savings Accounts and Purchase Orders and Contracts and Letters for the 2022/2023 school year.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard	1	X				Eric Thompson					X
Al-Jabbar Riddle		X				Jean-Guy Lauture		X			
Olivia Keith		X				Cynthia Thompson		X			
Torra Waynick	2	X									

X. Adjourn Public Session and Open Executive – 6:33 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard	1	X				Eric Thompson					X
Al-Jabbar Riddle		X				Jean-Guy Lauture		X			
Olivia Keith		X				Cynthia Thompson		X			
Torra Waynick	2	X									

1. Discussion – Salary Increase, Referral Bonus

XI. Adjourn Closed Session and Open Public Session – 7:39 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard	2	X				Eric Thompson					X
Al-Jabbar Riddle		X				Jean-Guy Lauture		X			
Olivia Keith		X				Cynthia Thompson		X			
Torra Waynick	1	X									

XII. Linkt! Presentation and Discussion

XIII. Motions for Approval

1. Finance

- a. Bills List: To approve/ratify the June 2022 bills as attached and the following payrolls:

Gross Payroll	5/14/2022	\$ 125,042.41
Gross Payroll	5/28/2022	\$ 122,734.92

- b. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for May 2022 as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the Newark Educators’ Community 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 May 2022, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- c. Transfers: Approve transfers up to June 30, 2022.
- d. Contract: To approve a contract with SBO Management LLC, to provide school business services for the 2022/2023 school year at a monthly rate of \$11,865.
- e. Broker: To approve the solicitation of RFP’s for Private Medical, Prescription and Dental Insurance Broker Services for the 2022/2023 school year.
- f. To approve the Funding Commitment Decision Letter with **Universal Service Administrative Co.**, \$3,128.87 in E-rate funding.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard						Eric Thompson					
Al-Jabbar Riddle						Jean-Guy Lauture					
Olivia Keith						Cynthia Thompson					
Torra Waynick											

2. Buildings & Grounds

3. Personnel

- a. To approve the staff being applied to Federal Grants for FY2022:

Employee	Grant
Ana Mejia	ESEA - Title I
Veronica Ayzanoa	ESEA - Title I
Heaven Clark	ESEA - Title I
Sonia Levan	ESEA - Title I
Phyllis Sounders	ESEA - Title I
Rosetta Clarke	ESEA - Title I
Doreen Tanner	ESEA - Title I
Janice Reaves	ESEA - Title I
Alexis Spencer	ESEA - Title I
Lerone Smith	ESEA - Title I
Jermayne Noseal	ESEA - Title I
Devon Williams	ESEA - Title I
Jasmin Jefferson	ESEA - Title I

- b. To approve the School Maintenance Technician job description.
- c. To approve the resignation of Chayla Johnson-Tucker effective 8/01/2022.
- d. To approve an amended salary for Tommy Wong, from \$37,492.88 to \$42,000 for FY23.
- e. To approve a tuition reimbursement for Nina Hass in the amount of \$4,551.
- f. To approve the following staff for the 2022/2023 School Year:

Name	Title	10/12 Month	Salary	Start Date
Justine Garcia	Literacy Coach	10	\$90,000	8/25/2022
Nicolle Harris	Third Grade Teacher	10	TBD	8/25/2022
Jessica Rivera	Associate Teacher	10	35,000	8/25/2022

- g. To approve the following Referral Bonus payment to Patrice Usry at \$500.
- h. To approve the starting salary for all Associate Teacher's at \$35,000, effective September 1, 2022 noting all Associate Teachers are New Jersey certified Substitute Teachers.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard	1	X				Eric Thompson					X
Al-Jabbar Riddle		X				Jean-Guy Lauture		X			
Olivia Keith		X				Cynthia Thompson	2	X			
Torra Waynick		X									

4. Policy/Operations/Miscellaneous

- a. ~~To approve an agreement with ERECS to provide Home Instruction Services for FY23 at the hourly rate of \$57.75.~~
- b. To approve the 2022/2023 School Calendar.
- c. To approve the 1st reading of Policy #5141.01 Sick Leave.
- d. To approve the following curriculum for SY23:

Subject	Curriculum
22-23 ELA	Foundations - K-2 Consumables & Grade Level Kit included PD day
22-23 Math, Reading & Grade 3/4 Writing	iReady Math & Reading Instruction K-4 Writing Grade 3/4 = \$27K included PD day
F&P	Benchmark Assessment Kits = \$3,600
22-23 Social Studies	Inquiry Journeys KG-4: online subscription program = \$4,700
22-23 Science	Foss - KG-4 included PD day = \$30,102.90
LLI	Multi day institute for Level literacy Intervention Interventionist - Williams & Archibald & Spiwak = \$529pp October 13,14 & November 10th October 4,5 * November 15th
LinkIt	Quote Quote explanation of 3 Options = \$8,723

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard		X		b		Eric Thompson					X
Al-Jabbar Riddle		X				Jean-Guy Lauture	1	X			
Olivia Keith	2	X				Cynthia Thompson		X			
Torra Waynick		X		b							

XIV. Enrollment Report

XV. New Business

- 1. Directive to the Executive Director** – The board requires by July 25th to provide the Marketing and Outreach Committee with marketing strategies that include specific objectives for efforts for enrollment inclusive of goals and the timelines for those goals and key performance indicators including incremental growth and budget breakdown of the marketing budget. Provide 2021-2022 student transfer exit data along with any additional data on the explanation of the transfer. The board also wants a commitment to meet with the Marketing and Outreach Committee each week until September 1st. Moving forward all qualitative and quantitative information on student enrollment and the specifics of transfer and movement within the district be provided to the board on a monthly basis at the Marketing and Outreach Committee meeting and on the monthly Board Agenda.

XVI. Upcoming Meeting

- 1. Board Meetings** – August 17, 2022*

XVII. Adjournment – 8:08 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Chalynda Maynard		X				Eric Thompson					X
Al-Jabbar Riddle	2	X				Jean-Guy Lauture		X			
Olivia Keith		X				Cynthia Thompson		X			
Torra Waynick	1	X									