

**I. Call to Order By Board Secretary – 5:38 pm**
**II. Public Notice of Meeting/NJ Sunshine Law**

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted on in accordance with N.J.S.A 10:4-6 et seq.

On the rules of this act, Greater Brunswick 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 Home News Tribune and Star Ledgers, sent to the clerks of Highland Park, Edison and New Brunswick and posted at the Greater Brunswick Charter School located at 429 Joyce Kilmer Ave, New Brunswick, NJ 08901. Formal action will take place at this meeting.

**III. Roll Call**

| Voting Members            | Role             | Present | Absent |
|---------------------------|------------------|---------|--------|
| 1. Claudia Avarado        | Board Trustee    |         | X      |
| 2. Shamara Gatling-Davila | Board Trustee    |         | X      |
| 3. Evan Gentry            | Board Trustee    | X       |        |
| 4. Sean Hewitt            | Board Trustee    |         | X      |
| 5. Susan Jackson          | Board Chair      | X       |        |
| 6. Molly Larobina         | Board Vice-Chair | X       |        |
| 7. Mariu Reynoso          | Board Trustee    | X       |        |
| 8. Anju Thomas            | Board Trustee    | X       |        |

**Also Present**

| Non-Voting        | Role                         | Present | Absent |
|-------------------|------------------------------|---------|--------|
| Vanessa Jones     | Education Director           | X       |        |
| Hector Alvarez    | Assistant Education Director | X       |        |
| Michael Falkowski | SBA/ Board Secretary         | X       |        |
| Peter Creekmore   | Teacher Representative       | x       |        |

**IV. Pledge of Allegiance**
**V. Approve Meeting Agenda**

Motion for Greater Brunswick Charter School, Board of Trustees to approve the Agenda for the **December 14, 2017** meeting.

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 2 <sup>nd</sup> | X   |    |         |        | Mariu Reynoso  | 1 <sup>st</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**VI. Acceptance of Meeting Minutes**

Motion for Greater Brunswick Charter School, Board of Trustees to accept the minutes from **November 16, 2017**.

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 2 <sup>nd</sup> |     |    | X       |        | Mariu Reynoso  | 1 <sup>st</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**VII. Public Comment**

**VIII. Correspondence**

**IX. Reports**

1. Director’s Report
  - i. HIB Report – NO Reported HIBS

Motion to accept Director’s Report.

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 2 <sup>nd</sup> | X   |    |         |        | Mariu Reynoso  | 1 <sup>st</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**X. Adjourn Public Session and Open Closed Session – 5:50pm**

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 2 <sup>nd</sup> | X   |    |         |        | Mariu Reynoso  |                 | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    | 1 <sup>st</sup> | X   |    |         |        |

**Topics:**

- Student discipline

**XI. Adjourn Closed Session and Open Public Session – 6:15 pm**

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 2 <sup>nd</sup> | X   |    |         |        | Mariu Reynoso  | 1 <sup>st</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**XII. Motions for Approval**

**1. Finance**

- a. To approve the November 2017 Board Secretary Report
- b. To approve the November 2017 Reconciliation Report
- c. Bills List: Approve Bills List from November 17, 2017 to December 14, 2017.
- d. Payroll: To approve the following payrolls:

|                   |              |
|-------------------|--------------|
| November 15, 2017 | \$184,584.15 |
| November 30, 2017 | \$185,276.16 |

- e. To accept the FY17 Comprehensive Annual Financial Report (CAFR) and Audit Management Report (AMR), no findings or recommendations.

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 2 <sup>nd</sup> | X   |    |         |        | Mariu Reynoso  | 1 <sup>st</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**2. Contracts**

- a. To approve a contract with **Border Crossers** to provide professional development on racial justice and equity not to exceed \$6,375 paid by Title I Grant.

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina | 2 <sup>nd</sup> | X   |    |         |        |
| Evan Gentry            | 1 <sup>st</sup> | X   |    |         |        | Mariu Reynoso  |                 | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**3. Buildings & Grounds - NONE**

**4. Personnel**

- a. To approve Ms. Gina Caplan, MS English Language Arts Teacher at Level 9 BA, \$55,296 (prorated) with a start date of January 2, 2018.
- b. To approve the following Professional Development:

| Who  | When            | Where                                   | Topics   | Cost   |
|--|-----------------|---|--|--|
| Lilia Fabila-Guilbot   | 1/10/2018       | Rutgers – Parsippany, NJ                | Perpetration of Violence Against Women   | \$129  |
| Daniela Garay<br>Natalia Arbelaez<br>Jennifer Banks<br>Zoe Coleman | 12/13/2017      | Inspired Instruction – East Windsor, NJ | English Language Arts and Math – Addressing 21 <sup>st</sup> Century Needs – PARCC | \$199 each   |
| George Newton  | 1/25 to 1/26/17 | Atlantic City, NJ                       | Techspo Conference   | Not to exceed \$600 for Hotel, Registration Fees & Meals |

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina | 2 <sup>nd</sup> | X   |    |         |        |
| Evan Gentry            | 1 <sup>st</sup> | X   |    |         |        | Mariu Reynoso  |                 | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**5. Curriculum/Special Education**

- a. To approve the following Field Trip:

| Who                                  | When      | Where                            | Cost                      |
|--------------------------------------|-----------|----------------------------------|---------------------------|
| 88 4/5 grade students & 9 chaperones | 3/12/2018 | NJ State Theater – New Brunswick | Funded by \$8/student fee |

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 1 <sup>st</sup> | X   |    |         |        | Mariu Reynoso  | 2 <sup>nd</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**6. Policy/Miscellaneous**

- a. To approve the second & final first reading of the following policy (policies are in Strauss Esmay Online Portal):

- 1240 - Evaluation of Superintendent – Policy & Regulation (M)

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 1 <sup>st</sup> | X   |    |         |        | Mariu Reynoso  | 2 <sup>nd</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |

**XIII. Enrollment Report**

| Grade        | FY18       | Jul        | Aug        | Sep        | Oct        | Nov        | Dec        | Jan  | Feb  | Mar  | Apr  | May  | Jun  | Wait List  |
|--------------|------------|------------|------------|------------|------------|------------|------------|------|------|------|------|------|------|------------|
|              | Max        | 2017       | 2017       | 2017       | 2017       | 2017       | 2017       | 2018 | 2018 | 2018 | 2018 | 2018 | 2018 | 2017/2018  |
| <b>K</b>     | 44         | 44         | 44         | 44         | 44         | 44         | 44         |      |      |      |      |      |      | 31         |
| <b>1</b>     | 44         | 43         | 44         | 43         | 44         | 44         | 44         |      |      |      |      |      |      | 9          |
| <b>2</b>     | 44         | 42         | 44         | 44         | 44         | 44         | 44         |      |      |      |      |      |      | 12         |
| <b>3</b>     | 44         | 43         | 44         | 44         | 44         | 44         | 44         |      |      |      |      |      |      | 27         |
| <b>4</b>     | 44         | 43         | 43         | 44         | 44         | 44         | 44         |      |      |      |      |      |      | 10         |
| <b>5</b>     | 44         | 41         | 43         | 44         | 44         | 44         | 44         |      |      |      |      |      |      | 5          |
| <b>6</b>     | 44         | 44         | 45         | 46         | 46         | 46         | 46         |      |      |      |      |      |      | 4          |
| <b>7</b>     | 44         | 43         | 44         | 43         | 43         | 43         | 43         |      |      |      |      |      |      | 6          |
| <b>8</b>     | 42         | 42         | 42         | 42         | 42         | 41         | 41         |      |      |      |      |      |      | 3          |
| <b>Total</b> | <b>394</b> | <b>385</b> | <b>393</b> | <b>394</b> | <b>395</b> | <b>394</b> | <b>394</b> |      |      |      |      |      |      | <b>107</b> |

**XIV. Committee Reports**

1. SRC – In Director’s report.
2. Community Outreach – Ms. Jackson gave the report. Talked about the STEM program though J&J, collaboration amongst schools, community cleanup and identifying preschools.
3. Development – Ms. Larobina talked about the profit from the dinner event, discussion about the benefits of a “Friends of” entity and grants that may be applied for.
4. Finance and Facilities – No report.
5. Governance – Discussed Superintendent policy and upcoming board retreat.

**XV. New Business – NONE**

**XVI. Closing Comments** – Mr. Creekmore talked about the ukuleles received from a non-profit at no cost to the school and the NJ Jazz Partner project, many thanks and Happy Holidays.

**XVII. Action Items**

- Next Board Meetings: 1/18/18, 2/15/18, 3/15/18, 4/19/18, 5/14/18, 6/21/18
- Board Retreat Dates: Saturday, January 6, 2018 - 9am to 3pm  
Tuesday, May 8, 2017 – 5:30pm & Tuesday, May 22, 2017 – 5:30pm

**XVIII. Adjournment – 7:10 pm**

| Voting Members         | Motion          | Yes | No | Abstain | Absent | Voting Members | Motion          | Yes | No | Abstain | Absent |
|------------------------|-----------------|-----|----|---------|--------|----------------|-----------------|-----|----|---------|--------|
| Claudia Avarado        |                 |     |    |         | X      | Susan Jackson  |                 | X   |    |         |        |
| Shamara Gatling-Davila |                 |     |    |         | X      | Molly Larobina |                 | X   |    |         |        |
| Evan Gentry            | 1 <sup>st</sup> | X   |    |         |        | Mariu Reynoso  | 2 <sup>nd</sup> | X   |    |         |        |
| Sean Hewitt            |                 |     |    |         | X      | Anju Thomas    |                 | X   |    |         |        |