

**Roberto Clemente Charter School
Board of Trustees Meeting Minutes
September 19, 2023**

Attendees: John Bassler, Dr. Lynn Columba, Dr. Kathy Dolgos, Agustín García, Raymond Lahoud, Esq., Rev. Nelson Quiñones, Alex Rolón, Ruth Vélez-Font

RCCS Staff: Charles Boger, Taren Kobyra, Alyssa Mace, Krista Maugle, Arkadiusz Kadzielawski, Michael Rodríguez, Cory Snyder, Brendon Zapata

EXECUTIVE SESSIONS:

The Board entered executive session at 6:32 PM to discuss personnel and legal issues. The Board left the executive session at 6:59 PM.

Dr. Columba called the meeting to order at 7:03 PM.

MINUTES:

The minutes of the August 2023 Board of Trustees (BoT) meeting were reviewed. A motion to approve the July minutes was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

PUBLIC COMMENT:

No public input.

CEO's REPORT:

Mrs. Mace presented the CEO's Report.

A motion to approve the Civil Rights Complaint Procedure for School Nutrition Programs was made by Mr. Lahoud and seconded by Mr. Bassler. The motion carried unanimously.

A motion to approve the Health and Safety Plan was made by Mr. Lahoud and seconded by Dr. Dolgos. The motion carried unanimously.

The Transition from Preschool Early Intervention Programs to Charter School Kindergarten or First Grade Programs Policy was presented to the Board for its first reading. Further action will be taken at the October BoT meeting.

The Safe2Say Program Policy was presented to the Board for its first reading. Further action will be taken at the October BoT meeting.

PRINCIPALS' REPORTS:

Ms. Kobyra and Mr. Snyder presented their respective secondary and elementary school reports.

HUMAN RESOURCES REPORT:

Mr. Rodríguez submitted the Human Resources Report.

A motion to approve the new hires as presented in the HR Report was made by Mr. García and seconded by Mr. Bassler. The motion carried unanimously.

A motion to approve the additional contract for current employees taking on extra responsibilities with after school programs as presented in the HR Report was made by Mr. García and seconded by Mr. Lahoud. The motion carried unanimously.

A motion to approve the appointment of Emily Mulcahy as Curriculum Developer was made by Mr. Lahoud and seconded by Mr. Bassler. The motion carried unanimously.

A motion to approve employee agreement addendum for Kelse Caraballo for personal care duty responsibilities was made by Mr. García and seconded by Mr. Lahoud. The motion carried unanimously.

A motion to approve employee agreement addendums for Kelse Caraballo, Mary Beth Charon, Jacqueline Corton, Daisy Herrera-Govea, Yolande Thomas-Reid, and Luis Vargas, compensating an additional \$50 per day for full-day substitute teaching services performed for three (3) or more days, consecutive or non-consecutive, within a given pay period was made by Mr. García and seconded by Rev. Quiñones. This substitute stipend takes effect retroactively to the first day of classes. The motion carried unanimously.

A motion to approve the resignations/terminations as presented in the HR Report was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

BUSINESS & FINANCIAL REPORTS:

The Business Report for the month of September was presented by Mr. Boger. The July Financial Reports and the August Payment list were presented by Mr. Boger for discussion.

A motion to approve the August 2023 payment list was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

A motion to approve the contract with Cyntox for medical waste removal was made by Mr. Lahoud and seconded by Mr. Bassler. The motion carried unanimously.

A motion to approve the contract with DMC Snow for winter weather maintenance was made by Mr. Lahoud and seconded by Mr. Bassler. The motion carried unanimously.

A motion to approve renewing the contract with Viper Pest Services was made by Mr. Lahoud and seconded by Rev. Quiñones. The motion carried unanimously.

NEW BUSINESS:

No new business.

There being no further business, Mr. Rolón moved to adjourn the meeting and seconded by Mr. García. The motion carried unanimously.

The RCCS Board meeting was adjourned at 8:03 PM.

The next regular BoT meeting will be at the RCCS Administration Building on October 17, 2023, at 7:00 PM.

Lynn Columba
Dr. Lynn Columba, President

10/17/23
Date

Alex Rolon
Mr. Alexander Rolón, Secretary

10/17/23
Date