

Red Bank Charter School Board of Trustees
58 Oakland St.
Red Bank, New Jersey
Minutes for August 18, 2020

Call to Order: 6:03 PM - Virtual Meeting via ZOOM

Sunshine statement: Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed in the Asbury Park Press, Two River Times and The Hub Newspapers.

Roll Call: Present: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

In Attendance: Dr. Kristen Martello, Head of School; David P. Block, Business Administrator (6:18 PM); Christopher McCarrick, Board Secretary; Ida West-Jones, Director of Academics; Perry Lattiboudere, General Counsel

Be it resolved by the Red Bank Charter School Board of Trustees that due to the COVID-19 emergency as declared in Executive Order 103, the Board will conduct virtual meetings in compliance with the Open Public Meetings Act during this period of emergency. Public may attend the August 18, 2020 meeting by clicking [here](#) and entering the password RBCS.

Pledge of Allegiance: Pledge of Allegiance was led by Board President Wagner.

Commitment Statement: As stakeholders in our educational enterprise, we accept responsibility for the success of our students and our mission to provide an extraordinary educational opportunity for all.

Public Comments: None

Introductions:

- Perry Lattiboudere, General Counsel
- Maribel Martins, Administrative Assistant

Presentations:

- Social Media Update, Jessica Hansen

Correspondence:

- Resignation Letter - Gervolino
- Resignation Letter - Abbott

Resolutions/Action Items:

NOMINATION AND ELECTION OF VICE-PRESIDENT

The President calls for nominations for Vice-President.

Motion was made by Roger Foss , seconded by Karen Flores to nominate Meghan Deming as Vice President.

ROLL CALL VOTE:

YES: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

Meghan Deming is elected Vice President of the Board of Trustees

Motion to Approve Minutes

- Regular Meeting - July 14, 2020

Motion: John LeFever Second: Donna McCourt

ROLL CALL VOTE:

YES: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

Committee Reports:

A. ACADEMIC

Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Head of School, the following ACADEMIC Resolutions are approved as indicated:

A1. Motion to approve the 2020-2021 Board Goals as follows:

- Provide resources to ensure all students have access to technology and connectivity.
- Develop a strong branding effort and narrative to build community support and represent the school effectively and accurately.
- Complete Gym facility.

A2. Motion to approve the 2020-2021 School Goals as follows:

- Engage students in personalized, technology-empowered, deeper learning experiences that build life-long learning skills.
- Implement Sheltered English Instruction in all content areas across all grade levels to support ELL students.
- Improve classroom management techniques through consistent expectations PK-8.
- Cultivate a strong waiting list through additional outreach, marketing, and branding.

A3. Motion to approve the RBCS Road Back Plan as submitted to the Monmouth County office on 7/30/2020.

A4. Motion to approve the 2020-2021 Staff Handbook as attached.

A5. Motion to approve the 2020-2021 Family/Student Handbook as attached.

A6. Motion to amend the 2020-2021 school calendar.

Motion: Meghan Deming Second: Donna McCourt

ROLL CALL VOTE:

YES: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

B. FACILITIES

Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Head of School, the following FACILITIES Resolutions are approved as indicated:

N/A

C. FINANCE

Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Business Administrator, the following FINANCE Resolutions are approved as indicated:

C1. Motion to approve the following Bills Lists:

 Hand Check Register dated June 30, 2020 in the amount of \$714.00.

 Hand Check Register dated August 11, 2020 in the amount of \$56,158.21.

 Bills & Claims Register dated August 12, 2020 in the amount of 67,758.46.

C2. Motion to approve the Board Secretary Report of June 2020.

C3. Motion to advise the Board of Trustees that there were no over expenditures for July 2020.

C4. Motion to approve the renewal application for the School Alliance Insurance Fund (SAIF) 2020-2021 for Workers' Compensation, Supplemental Package, School Leaders Professional Liability and Excess Liability Insurance in the amount of \$56,610.00.

C5. Motion to accept the New Jersey State Department of Education Mandated "Tuition Contract" for an Out-of-District placement student to attend CPC Behavioral Healthcare, Inc. Tuition is directly paid by the Resident District and one seat shall remain open at the Charter School.

C6. Motion to approve the contract between BAYADA Home Health Care, Inc. and the Red Bank Charter School for substitute nursing services for the 2020-2021 school year.

C7. Motion to approve the contract between Mid-City Management and the Red Bank Charter School for substitute cleaning services for the 2020-2021 school year.

Motion: Roger Foss Second: Meghan Deming

ROLL CALL VOTE:

YES: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

D. PERSONNEL

Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Head of School, the following PERSONNEL Resolutions are approved as indicated:

D1. Motion to appoint Julisa Frazier as HIB Specialist for the 2020-2021 school year at a stipend of \$1,000.00.

D2. Motion to appoint Jessica Dayton as ELA/SS Master Teacher for Grades 1-8 at a stipend of \$5,000.00 for the 2020-2021 school year.

D3. Motion to appoint Maribel Martins as Confidential Administrative Secretary (12 months) for the 2020-2021 school year at a prorated salary of \$49,500.00.

D4. Motion to accept the resignation of Karina Gervolino.

D5. Motion to accept the resignation of Adam Abbott.

D6. Motion to approve Linda Bardell at the rate of \$47,500 and Elisha Hendelson at the rate of \$45,000.00 to reflect a teacher salary for the 20-21 school year should in-person instruction resume as expected in September with cohorts of 1 teacher/10 students. If instruction occurs in an all virtual model due to the ever changing landscape of COVID-19, the previously approved adjunct salary shall remain.

D6. Motion to appoint Brenda Conni as Mentos Moderator for the 2020-2021 school year at a stipend of \$500.00

D7. Motion to approve the Saturday School Teacher coverage, for the 2020-2021 school year, at a rate of \$25.00 per hour.

D8. Motion to set the substitute teacher daily rate at \$90/day for the 2020-2021 school year.

Motion: Karen Flores Second: Anna-Maria Pitella

ROLL CALL VOTE:

YES: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

E. POLICY

Committee Report:

- NJDOH Recommendations For K-12 Schools

Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Head of School, the following POLICY Resolutions are approved as indicated:

E1. State reporting procedures require that the number of Harassment, Intimidation and Bullying (HIB) incidents, even if zero (0), be reported to the Board of Trustees. The number of HIB incidents:

July: 0

E2. Motion to accept the Annual Report for the 2019-2020 school year as submitted to the New Jersey Department of Education and the Red Bank Borough School District on July 30, 2020.

E3. Motion to approve the Physician's Standing Orders for the 2020-2021 school year.

E4. Motion to accept the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report 2018-2019: 74 out of 78 as released on June 3, 2020.

E5. Motion to approve the following updated policies:

1250 - Visitors

3510 - Operation and Maintenance of Plant

3541.33 - Transportation Safety

4112.4 - Exposure Control Plan

5141 - Health

5141.2 - Illness

5141.3 - Health Examinations and Immunizations

6173 - Home Instruction

9322 - Public and Executive Sessions

E6. Motion to approve the COVID-19 Daily Screening for Students/Staff checklist as attached.

Motion: Anna-Maria Pitella Second: Meghan Deming

ROLL CALL VOTE:

YES: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

F. DEVELOPMENT AND SUSTAINABILITY

Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Head of School, the following DEVELOPMENT AND SUSTAINABILITY Resolutions are approved as indicated:

N/A

New Business:

- BOT Mandated Training

Adjournment:

Motion by Meghan Deming seconded by Roger Foss to adjourn.

VOICE VOTE:

AYES: Matthew Damm, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

Time: 7:23 PM

Respectfully submitted,

Christopher McCarrick
Board Secretary

Next Meeting: September 15, 2020 6:00 pm