

Red Bank Charter School Board of Trustees
58 Oakland St.
Red Bank, New Jersey
Minutes for October 20, 2020

Call to Order: 6:01 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; Christopher McCarrick, Board Secretary; Ida West-Jones, Director of Academics

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 October 20, 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 educational providers with customer satisfaction as the benchmark for our success, we will actively seek-out and strive to exceed our customer's expectations.

Public Comments: None

Resolutions/Action Items:

Motion to Approve Minutes

- Regular Meeting - September 15, 2020

Motion: John LeFever Second: Roger Foss

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 Red Bank Charter School Gifted and Talented program.

Motion: Donna McCourt Second: Meghan Deming

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:

B1. Motion to approve the emergency/fire drill reports for September 2020 as submitted by the Head of School:

September 21, 2020	Various Times	Fire Drill	Fire Drill Phase 1
September 24, 2020	12:45 PM - 12:47 PM	Communication Drill	Test of PA System

Motion: John LeFever 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

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 Bills Listed dated October 13, 2020 in the amount of \$56,606.08.

 Bills and Claims Register dated October 16, 2020 in the amount of \$89,891.25.

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

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

C4. Motion to renew United Health Care Insurance Company as the dental and vision insurance provider for the period of October 1, 2020 through September 30, 2021.

C5. Motion to renew Horizon Blue Cross Blue Shield as the health care provider for the period of October 1, 2020 through September 30, 2021.

C6. Motion to approve the Waiver of Health Benefits for the school year 2020-2021 in the amount of \$2,000.00. This payment will be prorated based on effective dates of active employment on a semi-annual basis.

C7. Motion to enter into contract agreement with M&M Services Group, Inc. to provide substitute custodial services at a rate of \$140.00 per cleaning.

C8. Motion to renew membership with the School Alliance Insurance Fund for the period July 1, 2020 - June 30, 2023

C9. WHEREAS, the Board of Trustees of the Red Bank Charter School (hereinafter “Board”) has reviewed the Grant Application for FY 21 Digital Divide Grant in the following amounts:

Basic Grant Award - \$ 2,354

Total Award - \$2,354

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Red Bank Charter School, County of Monmouth, State of New Jersey that Red Bank Charter School agrees to accept and apply for the FY 21 Digital Divide Grant allocation.

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 accept the resignation of Gustavo Barrientos.

D2. Motion to accept the resignation of Christopher McCarrick effective November 30, 2020 or sooner, if position is filled.

D3. Motion to approve salary adjustments (prorated), effective November 1, 2020, for administrative staff seeing an increase of duties.

	<u>Original Approved Salary</u>	<u>Revised Salary</u>
Dr. Martello	\$136,680	\$139,680
Mrs. West-Jones	\$104,619	\$107,619
Mr. Block	\$32,000	\$35,000
Mrs. Shirley	\$65,452	\$69,452

Motion: Matthew Damm 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

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:

September: 0

E2. Motion to approve the 2020-2021 Mentoring Handbook.

E3. Motion to approve the following policies for **first** reading:

- 4119.27/4219.27 - Code of Conduct Remote Teaching
- 4146/4246 - Working From Home
- 4151/4251 - Attendance
- 6171.2 - Gifted and Talented
- 6173.1 - Remote Learning

E4. Motion to approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2020-2021 school year.

E5. Motion to approve the School Safety and Security Plan, as updated October 2020.

Motion: Karen Flores 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

N/A

New Business:

Anna-Maria Pitella updated the Board on the status of the Foundation.
Discussion on future fundraising.

Adjournment:

Motion by Roger Foss seconded by Anna-Maria Pitella to adjourn.

VOICE VOTE:

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

Time: 6:39 PM

Respectfully submitted,

Christopher McCarrick
Board Secretary

Next Meeting: November 17, 2020 6:00 PM