

**Red Bank Charter School Board of Trustees**  
**58 Oakland St.**  
**Red Bank, New Jersey**  
**Minutes for December 17, 2019**

**Call to Order:** 6:30 pm- Red Bank Charter School Library

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: Patti Balderas, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Anna-Maria Pitella, Eric Wagner

Absent: Gabriela Lopez

**In Attendance:**

Dr. Kristen Martello, Head of School; David P. Block, Business Administrator; Christopher McCarrick, Board Secretary

**Pledge of Allegiance:**

Pledge of Allegiance was led by Board President Eric Wagner

**Commitment Statement:**

As potential change agents, we will strive to create a learning environment which honors individual differences, encourages community involvement and is intolerant of prejudice of any kind.

**Public Comments:**

None

**Introduction:**

Lindsey Myers - Long Term Substitute

**Correspondences:**

- Lunch Break

**Resolutions/Action Items**

**Motion to Approve Minutes**

- Regular Meeting - November 19, 2019
- Executive Session - November 19, 2019

Motion: Meghan Deming      Second: Patti Balderas

ROLL CALL VOTE:

YES: Patti Balderas, Meghan Deming, Karen Flores, Roger Foss, John LeFever, Donna McCourt, Eric Wagner

ABSTAIN: Anna-Maria Pitella

**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 following 8th grade internship placements:

- The Sawtooth Group
- Red Bank Catholic Athletic Department
- Dr. Kendra Pope, Vet Oncology
- YMCA
- Irwin Marina

A2. Motion to approve the following field trips for the 2019-2020 school year:

Date:	February 8, 2020
Grade:	8
Purpose:	National Girls and Women in Sports Day
Destination:	Monmouth University
Teachers:	Mr. McCarrick & Ms. Dayton
Additional Chaperones	0
Student Count:	4
Cost:	\$0.00
Notes:	Students will meet at and be picked up from Monmouth University.

A3. Motion to approve the submission for the 2019 Hess Toy Truck STEM Grant, which provides twelve (12) 2019 Hess Toy Trucks and STEM curriculum guide.

Motion: Meghan Deming      Second: Karen Flores

ROLL CALL VOTE:

YES: Patti Balderas, 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 November 2019 as submitted by the Head of School:

November 5, 2019	3:05 PM	Security Drill	Evacuation to YMCA
November 21, 2019	7:57 AM	Fire Drill	Students/Staff organized on Pearl St.

B2. Motion to approve the use of facilities for the School of Practical Philosophy to use the Red Bank Charter School Omni Room and one classroom for 10 people Monday evenings beginning January 6, 2020 through March 9, 2020 from 6:15 PM to 9:15 PM, at a rate of \$45.00 for the Omni Room and \$10.00 per classroom per evening.

B3. Motion to approve the 2019-2020 Annual Charter School Fiscal Questionnaire

B4. Motion to approve the contract between SRS Parking Management and the Red Bank Charter School to provide snow plowing services in the amount of \$150.00 per hour.

Motion: John LeFever                      Second: Meghan Deming

ROLL CALL VOTE:

YES: Patti Balderas, 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 List dated December 10, 2019 in the amount of \$62,824.76.

    Bills and Claims List dated December 11, 2019 in the amount of \$75,802.79.

C2. Motion to approve the Board Secretary Report of October, 2019

C3. Motion to advise the Board of Trustees that there were no over expenditures for November, 2019.

C4. Motion to accept the funds from the Spirit Wear Fundraiser in the amount of \$1,225.00.

C5. WHEREAS, the Board of Trustees has been presented the Comprehensive Annual Financial Report for the Fiscal year ending June 30, 2019 prepared by Jump, Perry and Company, L.L.P. for Red Bank Charter School; and

WHEREAS, no corrective recommendations were made,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Red Bank Charter School, County of Monmouth, State of New Jersey that the FY19 Comprehensive Annual Financial Report is approved.

Motion: Roger Foss                      Second: Anna-Maria Pitella

ROLL CALL VOTE:

YES: Patti Balderas, 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 approve Michael Krug as Yearbook Club Advisor for the 2019-2020 school year at a stipend of \$1,500.00.

D2. Motion to approve the substitute rate of \$25.00 for coverage of after school programs by Red Bank Charter School faculty/staff.

D3. Motion to approve the following stipend positions for the 2019-2020 school musical.

Matthew Stevenson	Musical Director/Producer	\$1,500.00
Jessica Dayton	Director/Choreographer	\$1,500.00

D4. Motion to approve Lindsey Myers as a long term substitute at the rate of \$95.00 per day to fill maternity leave vacancy from approximately January 21, 2020 to June 5, 2020 based on need.

Motion: Anna-Maria Pitella    Second: Meghan Deming

ROLL CALL VOTE:

YES: Patti Balderas, 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) incident, even if zero (0), be reported to the Board of Trustees. The number of HIB incidents:

November: 0

E2. Motion to approve the EVVR report from September 2019 to December 2019, showing 0 incidents.

Motion: Meghan Deming              Second: John LeFever

ROLL CALL VOTE:

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

**New Business:**

- Anna-Maria Pitella updated the Board of Trustees on the Foundation

**Adjournment:**

Motion by Meghan Deming, seconded by John LeFever to adjourn.

VOICE VOTE:

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

ABSENT: Gabriela Lopez

Time: 7:15 PM

Respectfully submitted,

Christopher McCarrick  
Board Secretary

**Next Meeting:** January 21, 2020 6:30 PM