

Red Bank Charter School Board of Trustees
58 Oakland St.
Red Bank, New Jersey
Regular Minutes for June 11, 2019

Call to Order: 6:40pm- 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 on May 21, 2019 in the Asbury Park Press.

Roll Call: Present: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Absent: Roger Foss, Anna-Maria Pittella and Cristie Ritz-King

In Attendance: Meredith Pennotti, David Block and Kristen Martello

Pledge of Allegiance:

Commitment Statement:

Public Comments: Audrey Oldoerp (parent) expressed concerns on health curriculum

Other Business: PLC Presentation

Resolutions/Action Items:

BOARD APPOINTED TRUSTEE RESIGNATION:

Motion was made by Patti Balderas, Seconded by Meghan Deming to accept the resignation of Cristie Ritz-King effective June 30, 2019 with great appreciation of her years of service to our community.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

Motion was made by Meghan Deming, Seconded by Mike Stasi to approve the Red Bank Charter School's annual action items as follows:

OPEN PUBLIC MEETINGS ACT

Resolved that the Red Bank Charter School Board of Trustees, pursuant to Chapter 231 (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Trustees will be held in the Library in the Red Bank Charter School.

ADOPTION OF OFFICIAL NEWSPAPERS

The Board of Trustees designates the Asbury Park Press, The Hub and the Two River Times as official newspapers.

APPROVAL OF MEETINGS FOR THE 2019-2020 SCHOOL YEAR

Proposed Public Meetings are as follows:

July (TBD), 2019 8:30AM Board Retreat
August 20, 2019 6:30PM
September 17, 2019 6:30PM
October 15, 2019 6:30PM
November 19, 2019 6:30PM
December 17, 2019 6:30PM
January 21, 2020 6:30PM
February 18, 2020 6:30PM
March 17, 2020 6:30PM
April 21, 2020 6:30PM
May 19, 2020 6:30PM
June (TBD), 2020 6:30PM

APPROVAL OF DEPOSITORIES

The Board of Trustees approves the following depositories:

TD Bank
Bank of America

AUTHORIZED SIGNATURES

Operating Account- Facsimile Required or Original Signature
Two of the following persons: Head of School and Business Administrator

Payroll- Facsimile Required
Any of the following persons: Head of School and Business Administrator

Payroll Agency- Facsimile Required or Original Signature
Head of School or Business Administrator

Cafeteria- Facsimile Required or Original Signature
Head of School or Business Administrator

Activity- Facsimile Required or Original Signature
Head of School or Business Administrator

APPOINTMENTS

The following appointments for the 2019-2020 school year:

a.	Purchasing Agent	David P. Block
b.	School Physician	Dr. Rigatti, Shrewsbury
c.	Affirmative Action Officer	Kristen Martello
d.	Gender Equity Officer(Title IX)	Kristen Martello
e.	504 Officer	Matthew Strippoli
f.	Right to Know Contact Person	Charles Miller
g.	Insurance Agent of Record	Arthur J. Gallagher & Co.
h.	Anti-Bullying Specialist	Jessica Hansen
i.	Homeless Liaison	Kristen Martello
j.	Custodian of School Records	David P. Block
k.	School Safety Specialist	David P. Block

TAX SHELTER ANNUITY SALARY REDUCTION AGREEMENTS

AXA Equitable

AFLAC

ESTABLISHMENT OF PETTY CASH FUND

Approve the establishment of a petty cash fund of \$2,000.00 for the 2019-2020 school year.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2019-2020

The Red Bank Charter School recognizes that school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and Whereas, NJAC 6A: 23B-1.1 et seq. requires Board members to approve these expenses by a majority of the membership, and to establish an annual threshold of \$100 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded. Whereas, travel and related expenses not in compliance with NJAC 6A:23B-1.1, but deemed by the Board of Education to be necessary and unavoidable, The Board of Trustees approves all travel not in compliance with NJAC 6A:23B-1.1 et seq. as being necessary and unavoidable, as noted on approved Travel and Reimbursement Forms; and Be it further resolved, the Board of Trustees approve travel sand related expense reimbursements in accordance with NJAC 6:A:23B-1.2(b), to a maximum expenditure or \$10,000 for staff and board members.

STATE CONTRACT PURCHASING

Whereas, Title 18A:18A-10 provides that a Board of Trustees, without advertising for bid, or after having rejected all bids, may purchase any goods or services pursuant to a contract entered into on behalf of the State by the Division of Purchase and Property and, the Red Bank Charter School does authorize its Business Administrator to make any and all purchases necessary to meet the needs of the school district throughout the school year utilizing various vendors that have State Contracts.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

APPROVE MINUTES:

Motion was made by Meghan Deming, Seconded by: Patti Balderas: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator the minutes of the Board meeting of April 16, 2019 and Special Meeting of May 6, 2019 have been approved.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

Committee Reports:

A. ACADEMIC

Motion was made by Meghan Deming, Seconded by Patti Balderas: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator, the following Academic Resolutions are approved as indicated:

A1. Motion to conduct a tuition-based Summer Institute from July 8, 2019 - August 9, 2019 8:30am-12:30pm for the incoming Kindergarten through grade 7 RBCS students at the following fee scale:

\$300.00 per child

\$100.00 each additional sibling

\$100.00 per child for families who qualify for free or reduced lunch

A2. Motion to approve Summer Institute from July 8, 2019 – August 9, 2019 8:30am-12:30pm for incoming Pre-K students at no cost to the families.

A3. Motion to approve the Extended School Year Program (ESY) Summer, 2019 to meet the mandate of 210 days beginning June 27 through August 9, 2019.

A4. Motion to approve the Partnership Agreement between Monmouth University and Red Bank Charter School for the 2019-2020 school year at a cost of \$1,000.00.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

B. FACILITIES

Motion was made by Mike Stasi, Seconded by Gabriela Lopez, Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Charter School Administrator, the following Facilities Resolutions are approved as indicated:

B1. Motion to approve the Building Use form for the Red Bank Humanists for the 2019-2020 school year. To utilize the Omni Room for approximately 50 people on the second Sunday of the month 9:00AM-12:00PM at a yearly donation of \$500.00.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

C. FINANCE

Motion was made by Meghan Deming, Seconded by Mike Stasi: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator, the following Finance Resolutions are approved as indicated:

C1. BILLS LIST

Motion to approve the following Bills and Claims List:

Bills & Claims List dated April 15, 2019 in the amount of \$246,466.51.

Hand Check Register dated May 13, 2019 in the amount of \$55,950.99.

C1 continued...

Hand Check Register dated May 20, 2019 in the amount of \$3,822.82.

Bills & Claims List dated May 21, 2019 in the amount of \$61,576.10.

Hand Check Register dated June 5, 2019 in the amount of \$51,326.02.

C2. Motion to approve the Board Secretary Report of March, 2019 and April, 2019.

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

C4. Motion to accept the check from Land's End Rewards Program in the amount of \$104.48.

C5. Motion to accept with gratitude the donation from Red Bank Humanists in the amount of \$500.00.

C6. Motion to approve the Vendor Contract Addendum with Karson Food Service, for the 2019-2020 school year at a cost of \$2.78 per lunch.

C7. Motion to retain the services of Thomas O. Johnston, Counselor at Law, 75 Midland Avenue, Montclair, New Jersey as the new general counsel for the 2019-2020 school year, at a rate of \$275.00 per hour, not to exceed \$30,000.00.

C9. AUDITOR APPOINTMENT

Motion to approve the appointment of the firm Jump, Perry and Company, L.L.P. 12 Lexington Avenue, Toms River, New Jersey as auditor for the year ending June 30, 2019 in accordance with their proposal which indicates they have undergone a quality review assessment and provided such with their proposal, in the amount of \$11,000.00.

C10. Motion to authorize the Business Administrator to make Budget Appropriation Transfers after year end of June 30, 2019, if necessary.

C11. Motion to authorize the Business Administrator to award contracts up to the bid threshold of \$40,000 and to establish a quote threshold of \$6,000.00 for the 2019-2020 school year.

C12. Motion to authorize the Business Administrator to make payments on behalf of the Board of Trustees when such payments ensure the health and safety of students and staff or ensure the orderly operation of the 2019-2020 school year.

C13. Motion to authorize to the Business Administrator to wire transfer funds between the Board of Trustees bank accounts as necessary for the 2019-2020 school year.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

D. PERSONNEL

Motion was made by Patti Balderas, Seconded by Mike Stasi: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator, the following Personnel Resolutions are approved as indicated:

D1. PERSONNEL 2019-2020

Motion to appoint the following staff for the 2019-2020 School Year:

Red Bank Charter School
2019-2020

Name	Position	Salary
10 Month		
Adam Abbott	Teacher	52,500
Linda Bardell	Adjunct	36,280
John Chestman	Teacher	59,409
Brenda Conni	Teacher	65,999
Jessica Dayton	Teacher	50,650
Shermane Delgado	Teacher	64,729
Alison Dombro	Teacher	51,900
Michelle Fogerty	Teacher/Master Teacher Pre-K	59,700
Julisa Frazier	Teacher	46,100
Margaret Gigilo	Kitchen Support/Bus Driver	33,784
Lauren Good	Teacher	46,700
Jessica Hansen-P/T(24 hrs)	Teacher	40,900
Elisha Hendelson	Adjunct	28,900
Megan Jardine	Teacher	49,500
Michael Krug	Teacher	48,150
Christopher McCarrick (2/5)	Teacher	20,600
Prabha Minupuri	Teacher	49,700
Nicole Navarrete	Teacher	45,900
Rebecca Porskievies	Adjunct	32,000
Mina Rodriguez	Aide	29,900
Nevin Salem	Teacher /Master Teacher Math-Science	74,800
Michelle Sciria (18 hrs.)	Teacher	27,428
Colleen Shandrey	Teacher	62,355
Jill Socha (24 hrs.)	School Social Worker	38,020
Tiffany Stevenson	Teacher	49,850
Matthew Strippoli	School Counselor and Culture Coordinator	67,200
Molly Wagner	Teacher	47,500
Nancy Woloszyn	School Nurse	64,500
Siobhan Woods	Teacher	50,450
Jennifer Gray (30 hours)	Office Assistant	26,179
Charles Miller (30 hours)	Custodian	24,849
12 month		
David Block	Business Administrator	20,806
Shirley Crocitto	Executive Secretary	48,410
Hector Lima Chavez	Custodian	36,050
Michael Woods	Maintenance Manager	42,204
Theresa Shirley	Business Manager	64,169
Ida West-Jones	Academic Administrator	102,568
Christopher McCarrick (3/5)	Operations Administrator/Board Secretary	55,000

D2. Motion to approve the contract of Dr. Kristen Martello for the 2019-2020 school year at a rate of \$134,000.00.

D3. Motion to adjust the club stipend for Matthew Strippoli from \$500.00 to \$400.00.

D4. Motion to adjust the Tennis coach stipend for John Chestman from \$1,500.00 to \$2,000.00 for coaching more than 5 years as per the Red Bank Charter School coaching scale.

D5. SUMMER INSTITUTE PERSONNEL:

Motion to appoint the following Summer Institute 2019 personnel at a stipend of \$2,500.00 each:

Alison Dombro- Incoming Pre-K

Michelle Fogerty – Incoming Kindergarten

Workshops – TBD based on enrollment

D6. Motion to appoint Megan Jardine as Extended School Year (ESY) Teacher, summer 2019 to meet the mandate of 210 days at a stipend of \$3,000.00.

D7. Motion to appoint Jennifer Durrua, M.A., CCC-SLP of Shore Speech Therapy, LLC as Speech Therapist for the 2019-2020 school year at a rate of \$80.00 per hour, as needed at an estimate of \$30,000.00.

D8. Motion to appoint Nancy Power, OTR/L as Occupational Therapist for the 2019-2020 school year at a rate of \$80.00 per hour, as needed at an estimate of \$30,000.00.

D9. Motion to appoint Curtis Consulting, LLC, as LDT-C Services for the 2019-2020 school year as needed for an estimate of \$6,000.00.

D10. Motion to appoint Pat Dunphy as Physical Therapist for the 2019-2020 school year as needed for an estimate of \$7,500.00.

D11. Motion to appoint Sujata Bhagavathula, as School Psychologist for the 2019-2020 school year at a rate of \$375.00 per student evaluation, as needed at an estimate of \$3,000.00.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

E. POLICY

Motion was made by Gabriela Lopez, Seconded by Meghan Deming: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator, 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:

April: 0

May: 0

E2. Motion to approve the revised Red Bank Charter School Teacher Evaluation and Compensation Model.

E3. SUMMER HOURS

Motion to approve the school office summer schedule beginning July 1 through August 23, 2019 as follows:

Monday through Thursday 8:00am-3:00pm

Friday 8:00am-1:00pm

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

F. DEVELOPMENT AND SUSTAINABILITY

Motion was made by Mike Stasi, Seconded by Patti Balderas: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator, the following Development & Sustainability resolutions are approved as indicated:

F1. Motion to accept with appreciation a check from the Red Bank Charter School Foundation in the amount of \$21,000.00 towards the gym renovation project to support the development of life-long personal fitness activities.

ROLL CALL VOTE: Yes: Patti Balderas, Meghan Deming, Gabriela Lopez, Mike Stasi and Eric Wagner

Motion carried.

Executive Session: None

Motion to adjourn was made by Meghan Deming, Seconded by Gabriela Lopez
ROLL CALL VOTE: All in favor

Adjournment: 8:10pm