

**Red Bank Charter School Board of Trustees**  
**58 Oakland St.**  
**Red Bank, New Jersey**  
**Regular Minutes for June 12, 2018**

**Call to Order:** 6:36pm- 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 June 1, 2018 in the Asbury Park Press.

**Roll Call:** Present: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

**Absent:** Roger Foss, Cristie Ritz-King and Mike Stasi

**In Attendance:**

**Pledge of Allegiance:**

**Commitment Statement:**

**Public Comments:**

**Resolutions/Action Items:**

**BOARD APPOINTED TRUSTEE MEMBERS:**

Motion was made by Eric Wagner, seconded by Patti Balderas to reappoint Roger Foss for a term starting July 1, 2018 and ending June 30, 2021.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

Motion was made by Eric Wagner, seconded by Patti Balderas to reappoint Anna-Maria Pittella for a term starting July 1, 2018 and ending June 30, 2021.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

Motion was made by Eric Wagner, seconded by Patti Balderas to appoint Patti Balderas to complete the remaining two years of a three-year term beginning July 1, 2018 and ending June 30, 2020.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

Motion was made by Eric Wagner, seconded by Patti Balderas to appoint Meghan Deming for a term starting July 1, 2018 and ending June 30, 2021.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

**APPROVE THE FOLLOWING ITEMS:**

Motion was made by Eric Wagner, Seconded by: Patti Balderas: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator that the following items have been approved:

**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 2018-2019 SCHOOL YEAR**

Proposed Public Meetings are as follows:

July 24, 2018	8:30AM Board Retreat in Stem Lab
August 21, 2018	6:30PM
September 18, 2018	6:30PM
October 16, 2018	6:30PM
November 20, 2018	6:30PM
December 18, 2018	6:30PM
January 22, 2019	6:30PM
February 19, 2019	6:30PM
March 19, 2019	6:30PM
April 16, 2019	6:30PM
May 21, 2019	6:30PM
June 18, 2019	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: Lead Person and Business Administrator

Payroll- Facsimile Required  
Any of the following persons: Lead Person and Business Administrator

Payroll Agency- Facsimile Required or Original Signature  
Lead Person or Business Administrator

Cafeteria- Original Signature: President  
Lead Person or Business Administrator

Activity- Original Signature: Lead Person or Business Administrator

### **APPOINTMENTS**

The following appointments for the 2018-2019 school year:

- |    |   |                           |
|----|---|---------------------------|
| a. | Lead Person                                   | Meredith S. Pennotti      |
| b. | School Business Administrator/Board Secretary | David P. Block            |
| c. | Purchasing Agent                              | David P. Block            |
| d. | School Physician                              | Dr. Rigatti, Shrewsbury   |
| e. | Affirmative Action Officer                    | Meredith Pennotti         |
| f. | Gender Equity Officer(Title IX)               | Meredith Pennotti         |
| g. | 504 Officer                                   | Jill Socha                |
| h. | Right to Know Contact Person                  | Chuck Miller              |
| i. | Insurance Agent of Record                     | Arthur J. Gallagher & Co. |
| j. | Anti-Bullying Specialist                      | Jessica Hansen            |
| k. | Homeless Liaison                              | Meredith Pennotti         |
| l. | Custodian of School Records                   | David P. Block            |
| m. | 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 2018-2019 school year.

### **TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2018-2019**

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 and related expense reimbursements in accordance with NJAC 6A:23B-1.2(b), to a maximum expenditure of \$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: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

**APPROVE MINUTES:**

Motion was made by Eric Wagner, 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 May 15, 2018 have been approved.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

**Committee Reports:**

**A. ACADEMIC**

Motion was made by Patti Balderas, Seconded by Eric Wagner: 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 advise the Red Bank Charter School Board of Trustees that Red Bank Charter School Summative Tier Rank for 2016-2017 school year is 1 with 72.2% points earned.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

**B. FACILITIES**

Motion was made by Eric Wagner, 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 Facilities Resolutions are approved as indicated:

B1. Motion to approve the Building Use request from UCEDA to rent the STEM Lab for a graduation ceremony June 21, 2018, 7:00pm to 9:00pm for approx. 80 people.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

## **C. FINANCE**

Motion was made by Eric Wagner, 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 Finance Resolutions are approved as indicated:

### **C1. BILLS LIST**

Motion to approve the following Bills and Claims Lists:

Hand Check Register dated June 8, 2018 in the amount of \$30,444.49.

Bills & Claims List dated June 11, 2018 in the amount of \$70,808.82.

C2. Motion to approve the Board Secretary Report of April, 2018.

C3. Motion to advise the Board of Trustees that there were no over expenditures for May, 2018.

### **C4. 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, 2018 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.

C5. Motion to authorize the Business Administrator to make Budget Appropriation Transfers after year end of June 30, 2018, if necessary.

C6. 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 2018-2019 school year.

C7. 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 2018-2019 school year.

C8. Motion to authorize to the Business Administrator to wire transfer funds between the Board of Trustees bank accounts as necessary for the 2018-2019 school year.

C9. Motion to accept the Fiscal Year 2019 ESEA as follows:

Title I           \$66,459.00

Title IIA         \$ 8,849.00

Title IV          \$10,000.00

C10. Motion to submit the Fiscal Year 2019 ESEA as follows:

Title I           \$66,459.00

Title IIA         \$ 8,849.00

Title IV          \$10,000.00

C11. Motion to accept the Fiscal Year 2019 IDEA as follows:

Basic            \$41,316.00

Pre-K            \$858.00

C12. Motion to approve the submission of the Fiscal Year 2019 IDEA as follows:

Basic	\$41,316.00
Pre-K	\$858.00

C13. Motion to appoint Jennifer Durrue, M.A., CCC-SLP of Shore Speech Therapy, LLC as Speech Therapist for the 2018-2019 school year at a rate of \$80.00 per hour, as needed at an estimate of \$30,000.00.

C14. Motion to appoint Nancy Power, OTR/L as Occupational Therapist for the 2018-2019 school year at a rate of \$80.00 per hour, as needed at an estimate of \$30,000.00.

C15. Motion to appoint Curtis Consulting, LLC, as LDT-C Services for the 2018-2019 school year as needed for an estimate of \$5,000.00.

C16. Motion to appoint Pat Dunphy as Physical Therapist for the 2018-2019 school year as needed for an estimate of \$5,000.00.

C17. Motion to appoint Mary Logan Foard, Ph.D. of Primary Psychological Assessments & Consulting, LLC. As school Psychologist for the 2018-2019 school year at a rate of \$350.00 per student evaluation, as needed at an estimate of \$4,200.00.

C18. Motion to accept with appreciation a donation from the Red Bank Humanists, Inc. in the amount of \$500.00.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

#### **D. PERSONNEL**

Motion was made by Eric Wagner, 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 Personnel Resolutions are approved as indicated:

D1. PERSONNEL 2018-2019:

Motion to appoint the following staff for the 2018-2019 School Year:

Name	Position	18-19 Salary
Sue Bransley	Teacher	\$50.00/hour
Adam Abbott	Teacher	\$51,500.00
John Chestman	Teacher	\$58,009.00
Brenda Conni	Teacher	\$64,299.00
Jessica Dayton	Teacher	\$48,950.00
Shermane Delgado	Teacher	\$63,029.00
Alison Dombro	Teacher	\$50,400.00
Michelle Fogerty	Teacher/Master Teacher	\$57,600.00
Lauren Good	Teacher	\$45,000.00

Jessica Hansen-P/T(24 hrs)	Teacher	\$39,880.00
Megan Jardine	Teacher	\$47,800.00
Melissa Keeling-P/T (24 hrs.)	Music Teacher-P/T	\$28,960.00
Mike Krug	Teacher	\$46,850.00
Christopher McCarrick	Teacher	\$49,700.00
Prabha Minupuri	Teacher	\$48,600.00
Nevin Salem	Teacher	\$67,800.00
Michelle Sciria-P/T (18 hrs.)	Art Teacher	\$26,778.00
Colleen Shandrey	Teacher	\$60,655.00
Jill Socha-P/T (16 hrs.)	School Social Worker	\$25,000.00
Lindsay Schoch	Teacher	\$50,600.00
Tiffany Stevenson	Teacher	\$48,350.00
Matthew Strippoli	Teacher	\$65,500.00
Molly Wagner	Teacher	\$46,100.00
Nancy Woloszyn	School Nurse	\$62,800.00
Siobhan Woods	Teacher	\$48,450.00

Linda Bardell	Adjunct	\$32,200.00
Julisa Frazier	Adjunct	\$32,000.00
Rebecca Porskievies	Adjunct	\$31,000.00

Mina Rodriguez	Aide	\$29,000.00
Theresa Shirley	Business Manager	\$62,300.00
Margaret Giglio	Kitchen Manager/Bus	\$32,800.00
Jennifer Gray		\$30,500.00
Charles Miller	Custodian	\$38,600.00
Mike Woods	Facilities Manager	\$37,250.00
Hector Lima Chavez	Custodian p/t	\$15.00/hr

D2. Motion to appoint Shirley Crocitto as Executive Secretary for the 2018-2019 school year at a salary of \$47,000.00.

D3. Motion to accept the letter of resignation from Alison Wheeler dated June 12, 2018.

D4. Motion to appoint Lauren Good as Teacher for the 2018-2019 school year at a salary of \$45,000.00.

D5. Motion to approve the following Club stipend:  
Siobhan Woods \$250.00 Photography 4/23/18-6/15/18

D6. Motion to appoint Lindsay Schoch as bus aide for the 2017-2018 school year at a rate of \$20.00 for the PM route.

D7. Motion to appoint Santos Ortiz as bus driver June 1, 2018 through June 15, 2018 at a rate of \$16.00 per hour.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

### **E. POLICY**

Motion was made by Eric Wagner, 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 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:

May: 0

E2. Motion to accept the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2016-2017 school year. The Red Bank Charter School self-assessment score for the 2016-2017 school year is 73 points out of 78.

ROLL CALL VOTE: Yes: Carol Anderson, Patti Balderas, Anna-Maria Pittella (via call in), Rodolfo Ramirez and Eric Wagner

Motion carried.

**Public Comment:**

**Other Business:**

**Ad Hoc Committee Report:**

**Athletic Report:**

**Executive Session:** None.

Motion to adjourn was made by Eric Wagner, Seconded by Patti Balderas

ROLL CALL VOTE: All in favor

**Adjournment:** 6:40PM

**Adjournment:**