

**Red Bank Charter School Board of Trustees**  
**58 Oakland St.**  
**Red Bank, New Jersey**  
**Regular Meeting for April 30, 2014**

**Call to Order:** 6:05pm- Red Bank Charter School Omni Room

Sunshine statement: Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed March 13, 2014. Notice of the meeting was published in the Asbury Park Press.

**Roll Call:** Present: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

**Absent:** Lynn Romeo

**In Attendance:** Jonathan Houdart

**Pledge of Allegiance:**

**Commitment Statement:**

**Public Comments:**

**Correspondence:** Mayor letter

**Resolutions/Action Items:**

APPROVE MINUTES:

To approve the minutes of the Board meeting of March 26, 2014.

Motion was made by Steve Houck, seconded by Roger Foss: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Charter School Administrator, the Board Minutes have been approved.

ROLL CALL VOTE: Yes: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

Motion carried.

**Committee Reports:**

**A. FINANCE**

Motion was made by Roger Foss, Seconded by Caryn Cohen: Be it resolved by the Red Bank Charter School Board of Trustees upon the recommendation of the Business Administrator, the following Finance Resolutions are approved as indicated:

**A1. BILLS LIST**

To approve the Hand Check Register dated April 1, 2014 in the amount of \$36,727.12.

To approve the Hand Check Register dated April 4, 2014 in the amount of \$225.00.

To approve the Hand Check Register dated April 9, 2014 in the amount of \$2,288.35.

To approve the Hand Check Register dated April 14, 2014 in the amount of \$5,298.34.

To approve the Check Register dated April 25, 2014 in the amount of \$44,752.81.

## A2. BOARD SECRETARY REPORT

To approve the Board Secretary Report for March, 2014.

## A3. BUDGET TRANSFERS

To approve the Budget Transfers for March, 2014.

A4. AUDITOR APPOINTMENT To approve the appointment of the firm DAK CPA, David A. Kaplan as auditor for the year ending June 30, 2014 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.

A5. To approve the contract for TSA Consulting Group to provide RBCS with 403b compliance services in order to be in compliance with IRS regulations starting July 1, 2014 at a cost of \$600.00 per year.

## A6. DONATIONS

To acknowledge receipt of the AT&T United Way Employee Giving Campaign donation on behalf of Patricia McCrink totaling of \$40.00.

A7. To acknowledge receipt of the Land's End check in the amount of \$318.56 as part of the cash back program with Land's End.

ROLL CALL VOTE: Yes: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

Motion carried.

## B. FACILITIES

No resolution items.

## C. PERSONNEL

Motion was made by Steve Houck, Seconded by Rona Kaplan: 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:

### C1. 2014 Summer Institute Personnel

To appoint the following Summer Institute 2014 Personnel at a stipend of \$3,500.00 per listed personnel contingent on the enrollment of the Summer Institute Program and Afternoon Summer Camp:

Linda Bardell

Allison Bucks + one additional ESY week to meet the mandate of 210 days at a stipend of \$4,200.00.

Brenda Conni

Sherry Delgado

Michelle Fogerty

Vern Ford

Prabha Minupuri

Marlo Rice –

Jonathan Sansevere

Colleen Shandrey

Matt Strippoli

Rose Van Clef

Allison Wheeler

C2. To approve the Interlocal District Agreement for the Weymouth Township Board of Education to provide shared Business Administrator services to the Red Bank Charter School for one day per week for the 2014-2015 school year at an annual fee of \$35,000.00.

ROLL CALL VOTE: Yes: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

Motion carried.

**D. ACADEMIC**

Motion was made by Rona Kaplan, Seconded by Roger Foss: 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:

D1. To conduct a tuition-based Summer Institute from July 7, 2014 - August 8, 2014 for the incoming Kindergarten through grade 7 students and to accept children who attend other schools at the following fee scale:

<u>Program</u>	<u>RBCS Students</u>	<u>Non-RBCS Students</u>
Summer Institute Program	\$200.00	\$500.00
8:30am – 12:30pm		
*Afternoon Summer Camp	\$150.00	\$500.00
12:30pm – 4:00pm		
Early Morning Care	\$ 75.00	\$100.00
7:30am – 8:30am		
Extended Care	\$ 75.00	\$100.00
4:00pm – 5:00pm		

\*Available only to those children who participate in our Summer Institute Program.

If there are multiple children in a family for Red Bank Charter School students, the rate is reduced by \$25.00 per child for the Summer Institute Program.

For RBCS families who qualify for reduced lunch, the fee is \$100.00 per child and for families who qualify for free lunch, a fee of \$50.00 per child is required for the Summer Institute Program.

D2. To approve the overnight trip for the 6<sup>th</sup> grade to Bass River for camping and environmental studies June 2-3, 2014 at no cost to the school.

ROLL CALL VOTE: Yes: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

Motion carried.

**E. POLICY**

Motion was made by Steve Houck, Seconded by Caryn Cohen: 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. Revised state reporting procedures require that the number of Harassment, Incident and Bullying (HIB) incident, even if zero (0), be reported to the Board of Trustees. The number of HIB incidents:  
January, 2014            0

February, 2014      0  
March, 2014        1

ROLL CALL VOTE: Yes: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

Motion carried.

**Public Comment:** None

**Other Business:** None

**Ad Hoc Committee Report:** None

**Athletic Report:** None

**Executive Session:**

Whereas, Chapter 231 of Public Laws of 1975 authorizes a public body to meet in Private Session under certain limited circumstances, and

Whereas, said law requires a public body to take a resolution at a Public Meeting before it can go into Executive Session,

Now, Therefore, Be it Resolved that the Red Bank Charter School does hereby determine it is necessary to meet in private session for discussion of Personnel.

These matters will be made public when the confidentiality is no longer required.

Motion to move to Executive Session was made by Bruce Whitaker, Seconded by Roger Foss:

Roll Call: Yes: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

Recess to Executive Session: 6:45PM

Returned from Executive Session: 7:11PM

**Adjournment:** Motion to adjourn by Steve Houck, Seconded by Caryn Cohen.

ROLL CALL VOTE: Yes: Caryn Cohen, Roger Foss, Janice Havay, Steve Houck, Rona Kaplan, Andrea Plaza and Bruce Whitaker.

Motion carried.

**Adjournment:** 7:11PM