

**Red Bank Charter School Board of Trustees  
58 Oakland St.  
Red Bank, New Jersey  
Regular Meeting for July 25, 2012**

**Call to Order:** 6:00 pm- 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 by resolution adopted June 12, 2012. Notice of the meeting was published in the Asbury Park Press, The Hub and The Two River Times.

**Roll Call:** Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker

**In Attendance:** Meredith Pennotti and Richard Gartz

**Absent:** Roger Foss and Lynn Romeo

**Pledge of Allegiance:**

**Commitment Statement:**

**Public Comments:** None

**Resolutions/Action Items:**

**NOMINATION AND ELECTION OF PRESIDENT**

The Board Secretary calls for nominations for President.

**NOMINATIONS AND ELECTION OF PRESIDENT**

Audrey Oldoerp nominated Bruce Whitaker for President, Caryn Cohen seconded the nomination.

Roll Call Vote: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion Carried.

Bruce Whitaker is elected President of the Board of Trustees.

**NOMINATIONS AND ELECTION OF VICE-PRESIDENT**

Caryn Cohen nominated Roger Foss for Vice-President, Nancy Bunn seconded the nomination.

Roll Call Vote: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion carried.

Roger Foss is elected Vice-President of the Board of Trustees.

**APPROVE MINUTES:**

To approve the minutes of the Board meeting of June 20, 2012.

Motion was made by Audrey Oldoerp, Seconded by Bruce Whitaker: 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: Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Abstain: Nancy Bunn & Caryn Cohen

Motion carried.

**Committee Reports:**

**A. FINANCE**

Motion was made by Bruce Whitaker, Seconded by Audrey Oldoerp: 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 Bills and Claims Register dated June 21, 2012 in the amount of \$20,268.13.

To approve the Check Register dated July 2, 2012 in the amount of \$41,440.01.

To approve the Bills and Claims Register dated July 24, 2012 in the amount of \$82,369.73.

**A2. BOARD SECRETARY REPORT**

To approve the Board Secretary Report for June, 2012.

**A3. BUDGET TRANSFERS**

To approve the Budget Transfers per the attached schedule for 2011-12.

To approve the Budget Transfers per the attached schedule for 2012-13.

**A4. BUDGET AMENDMENT**

To approve the Budget Amendment per the attached schedule for 2011-12. (Final State Aid)

To approve the Budget Amendment per the attached schedule for 2012-13. (Summer Institute)

**A5. TD BANK MORTGAGE PAYMENTS**

To authorize the School Business Administrator to pay the monthly mortgage payments for both mortgages held by TD Bank through their electronic funds transfer portal located on the TD Bank website. (NOTE: The monthly mortgage payment will still appear on the monthly bill list for approval it is just eliminating having to write a monthly check.)

**A6. ACKNOWLEDGE AND ACCEPT THE FOLLOWING CONTRIBUTIONS:**

\$2,500.00 from Zobel Foundation, Inc. accepted in accordance with accounting principals generally accepted in the United States towards the Summer Institute Program.

A7. To acknowledge receipt of the AT&T United Way Employee Giving Campaign check on behalf of Patricia McCrink in the amount of \$252.00.

A8. To acknowledge receipt of a check in the amount of \$30.00 from Beverly W. Sutherland in honor of Isabel Hertz.

ROLL CALL VOTE: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion carried.

## **B. FACILITIES**

Motion was made by Steve Houck, Seconded by Audrey Oldoerp: 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. To approve the building request for Monmouth Civic Chorus to use the Omni Room on Wednesday evenings starting August 29, 2012 through May 29, 2013 7:00PM – 10:00PM for approximately seventy-five people at a rate of \$35.00 per hour.

B2. To approve the building request for The School of Practical Philosophy to use the Red Bank Charter School Omni room Saturday, September 15, 2012 7:00AM – 1:00PM for a public meeting. Approximate attendance is 60 people and will require 3 tables, 60 chairs and a video projector.

B3. To approve the building request for The School of Practical Philosophy to use the Red Bank Charter School Omni room and classrooms for 20 people Monday and Tuesday evenings starting September 17 through December 4, 2012 for the fall semester from 6:00 – 9:00PM.

ROLL CALL VOTE: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion carried.

## **C. PERSONNEL**

Motion was made by Bruce Whitaker, 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 Personnel Resolutions are approved as indicated:

C1. To appoint Jennifer Gray as a part-time Janitor for the Summer Institute 2012 at an hourly rate of \$16.00.

C2. To appoint Susan Bransley as Teacher for the Summer Institute 2012 at an hourly rate of \$50.00.

C3. To appoint Nancy Pechinski as a substitute bus driver for the Summer Institute 2012 at an hourly rate of \$16.00 on an as needed basis.

C4. To approve summer hours for Jane Pinter to work in the library at an hourly rate of \$18.50 not to exceed \$250.00.

C3. To appoint Nancy Power, 27 Annapolis Street, Tinton Falls, New Jersey as Occupational Therapist at a rate of \$77.00 per hour, not to exceed \$19,000.00 for the 2012-2013 school year.

C4. To appoint Luann Hughes, PO Box 305, Rumson, New Jersey as Adjunct for the 2012-2013 school year at a salary of \$26,800.00.

C5. To change Michelle Fogerty's appointment from Administrative Assistant to Adjunct for the 2012-2013 school year at a salary of \$28,000.00.

C6. To appoint Alison Wheeler, 10 Mallard Road, Middletown, New Jersey as Adjunct for the 2012-2013 school year at a salary of \$26,800.00.

C7. To appoint Siobhan Woods, 68 Oakland Street, Red Bank, New Jersey as an adjunct to cover maternity leave for the 2012-2013 school year at a salary of \$26,800.00

C8. To appoint Darlene Parker, 75 Cherry Street, Tinton Falls, New Jersey as Administrative Assistant for the 2012-2013 school year at an annual salary of \$35,000.00 to be prorated, with an estimated start date of August 27, 2012.

C9. To appoint Edgar Arroyo, President, Tri-Tech Computer Consulting, 260 First St., Ste. A, Hoboken, New Jersey as an IT System Consultant and to purchase a block of 100 non-expiring hours of time at \$95.00 per hour for a total authorization of \$9,500.00.

ROLL CALL VOTE: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion carried.

#### **D. ACADEMIC**

No action items.

#### **E. POLICY**

Motion was made by Audrey Oldoerp, Seconded by Steve Houck: 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. SCHOOL NUTRITION PROGRAM**

To participate in the School Nutrition Program for the 2012-2013 school year. Prices for student lunches are \$3.50, reduced \$.40, staff \$4.25, breakfast \$2.00, reduced \$.30, and staff \$2.50, milk is included with lunch and juice is included with breakfast.

ROLL CALL VOTE: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion carried.

**Public Comment:** None

**Other Business:**

**Ad Hoc Committee Report:**

**Athletic Report:**

**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 Individual Privacy.

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

Recess to Executive Session: 6:56PM

Motion to move to executive session was made by Steve Houck, Seconded by Nancy Bunn:

ROLL CALL VOTE: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion carried.

Returned to public session at 7:15PM

**Motion to adjourn:** Motion to adjourn by Steve Houck, seconded by Audrey Oldoerp

ROLL CALL VOTE: Yes: Nancy Bunn, Caryn Cohen, Steve Houck, Audrey Oldoerp and Bruce Whitaker.

Motion carried.

**Adjournment:** 7:16PM