

**Red Bank Charter School Board of Trustees**  
**58 Oakland St.**  
**Red Bank, New Jersey**  
**Minutes for January 23, 2024**

**Call to Order:** 6:00 PM

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: Barbara O'Donnell, Anna-Maria Pittella, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Absent: Matt Damm and Cristie Ritz-King

**Pledge of Allegiance:**

**Commitment Statement:** As academic coaches, we will work to create a rich learning environment conducive to excellence, high self-esteem and limitless success.

**Presentations:**

- Strategic Planning/Survey Update-Dr. Martello

**Resolutions/Action Items:**

**Motion to Approve Minutes**

- Regular Meeting - November 21, 2023

Motion: Donna McCourt      Second: Jon LeFever

Yes: Barbara O'Donnell, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Abstain: Anna-Maria Pittella

Absent: Matt Damm and Cristie Ritz-King

**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. Strategic Plan update

Motion: John LeFever    Second: Anna-Maria Pittella

ROLL CALL VOTE:

Yes: Barbara O'Donnell, Anna-Maria Pittella, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Absent: Matt Damm and Cristie Ritz-King

**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 & December 2023 as submitted by the Head of School:

|          |                |         |                      |
|----------|----------------|---------|----------------------|
| 11/14/23 | Fire Drill     | 3:04 PM | Evac to Pearl Street |
| 11/30/23 | Security Drill | 9:10 AM | Active Shooter Drill |
| 12/12/23 | Security Drill | 3:35 pm | Shelter in Place     |
| 12/15/23 | Fire Drill     | 2:52 pm | Evac to Pearl Street |

B2. Motion to approve the Building Use Request for Girl Scout Troop #60625 to use our facility free of charge on dates specified beginning January 19 through June 7, 2024 4:00-5:30 PM.

Motion: Barbara O'Donnell    Second: Kerri Darling

ROLL CALL VOTE:

Yes: Barbara O'Donnell, Anna-Maria Pittella, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Absent: Matt Damm and Cristie Ritz-King

**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 14, 2023 in the amount of \$75,485.08.
- Bills and Claims List dated December 18, 2023 in the amount of \$57,661.49.
- Hand Check Bills List dated January 9, 2024 in the amount of \$114,316.56.
- Bills and Claims List dated January 12, 2024 in the amount of \$42,365.73.

C2. Motion to approve the Board Secretary's Report for November 30, 2023.

C3. Motion to advise the Board of Trustees that there were no over expenditures for December 2023.

C4. Motion to accept with gratitude the Fall 2023 Rebate check from BNL Enterprises, Inc. in the amount of \$320.61.

C5. Motion to accept with gratitude the PayPal Giving Fund check in the amount of \$236.13.

Motion: John LeFever    Second: Laura Young

ROLL CALL VOTE:

Yes: Barbara O'Donnell, Anna-Maria Pittella, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Absent: Matt Damm and Cristie Ritz-King

#### **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 announce and congratulate Matthew Stevenson, 2023-2024 Teacher of the year.

D2. Motion to appoint Brian Rooney, Teacher, for the remainder of the 2023-2024 school year at a prorated salary of \$55,000.00.

D3. Motion to appoint Jaclyn Williscroft, Special Education Supervisor for the remainder of the 2023-2024 school year at a prorated salary of \$85,000.00.

D4. Motion to appoint Siobhan Stratton to facilitate the 2024-2025 lottery at a stipend rate of \$1,500.00.

D5. Motion to accept the family leave request of employee Matthew Corrado beginning on or about February 25, 2024.

D6. Motion to accept a Student Teacher from Georgian Court University beginning Spring 2024 to December 2024.

D7. Motion to allow John LeFever to volunteer as girls basketball coach for the 2024-2025 basketball season.

D8. Motion to approve Michael Peccatiello as volunteer for the remainder of the 2024-2025 school year.

Motion: Laura Young    Second: Donna McCourt

ROLL CALL VOTE:

Yes: Barbara O'Donnell, Anna-Maria Pittella, Laura Young, Kerri Darling, Patrick Dorsey, & Donna McCourt

Abstain: John LeFever

Absent: Matt Damm and Cristie Ritz-King

### **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) incidents, even if zero (0), be reported to the Board of Trustees. The number of HIB incidents:

November & December: 0

E2. Motion to approve the newly established Job Description of Special Education Supervisor.

E3. Motion to approve the Safe Routes to School Policy.

Motion: Kerri Darling    Second: Barbara O'Donnell

ROLL CALL VOTE:

Yes: Barbara O'Donnell, Anna-Maria Pittella, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Absent: Matt Damm and Cristie Ritz-King

### **F. DEVELOPMENT AND SUSTAINABILITY**

Be it resolved by the Red Bank Charter School Board of Trustees that upon recommendation of the Head of School, the following DEVELOPMENT AND SUSTAINABILITY Resolutions are approved as indicated:

Foundation Update

**Public Comments:**

**New Business:**

***January is School Board recognition month. Thank you to each of you for dedicating your time to making RBCS the exceptional school it is today!***

**Adjournment: 7:08pm**

Motion: John LeFever    Second: Barbara O'Donnell

ROLL CALL VOTE:

Yes: Barbara O'Donnell, Anna-Maria Pittella, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Absent: Matt Damm and Cristie Ritz-King

**Next Meeting:** February 20, 2024 6:00 PM