

Red Bank Charter School Board of Trustees
58 Oakland St.
Red Bank, New Jersey
Minutes for May 7, 2024

Call to Order: 6:00 PM - 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 in the Asbury Park Press, Two River Times and The Hub Newspapers.

Roll Call:

Present: Barbara O'Donnell, Cristie Ritz-King, Matthew Damm, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, Anna-Maria Pittella, & Donna McCourt

Pledge of Allegiance:

Commitment Statement: As role models to our students, we will act and behave commensurate with the highest degree of professionalism in everything we do.

Public Comments:

Resolutions/Action Items:

Motion to Approve Minutes

- Regular Meeting - February 20, 2024

Motion: John LeFever Second: Laura Young

ROLL CALL VOTE:

Yes: Barbara O'Donnell, Matthew Damm, Cristie Ritz-King, Laura Young, Kerri Darling, Patrick Dorsey, John LeFever, & Donna McCourt

Abstain: Anna-Maria Pittella

- Regular Meeting - March 19, 2024

Motion: Patrick Dorsey Second: Anna-Maria Pittella

ROLL CALL VOTE:

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

Abstain: Matthew Damm, Patrick Dorsey, Kerri Darling, and John LeFever

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. Motion to approve the following Part Time positions:

Position	Rate
Curriculum Coordinator in following areas: ELA/SS Math/Science Related Arts/ESL	\$10,000.00 each for a total of 3 new positions

Motion: Cristie Ritz-King Second: Matthew Damm

ROLL CALL VOTE:

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

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 April 2024 as submitted by the Head of School:

4/8/24	3:01 PM	Fire Drill	Evac to West Street
4/30/24	3:15 PM	Security Drill	Active Shooter

Motion: Anna-Maria Pittella Second: Donna McCourt

ROLL CALL VOTE:

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

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 April 16, 2024 in the amount of \$83,513.01.
Regular Bills and Claims List April 22, 2024 in the amount of \$43,666.75.

- C2. Motion to approve the Board Secretary Reports of March 2024.
- C3. Motion to advise the Board of Trustees that there were no over expenditures for April 2024.
- C4. Motion to approve LunchTime Software, LLC for our breakfast/lunch program for the 2024-2025 school year at a cost of \$1,695.00.
- C5. Motion to approve Genesis Educational Services for our Student Information System ASP Services for the 2024-2025 school year at a cost to be determined.
- C6. Motion to approve the payroll deduction for the Teacher Mentoring Program and distribute through the Agency Account for the 2024-2025 school year.
- C7. Motion to accept with appreciation the Box Tops for Education check in the amount of \$30.60. Thank you to our CCO for coordinating and submitting the box tops.
- C8. Motion to accept with appreciation from the Rizzolo-Bopp family the check from United Way of Lake County in the amount of \$430.78 for an employee match program.

Motion: Barbara O'Donnell Second: Kerri Darling

ROLL CALL VOTE:

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

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 approve the attached personnel list for the 2024-2025 school year.
- D2. Motion to approve the Head of School's contract.
- D3. Motion to approve the following appointments for the 2024-2025 school year:
 - a. Purchasing Agent David P. Block
 - b. School Physician Dr. Steven Kairys
 - 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 Mike Woods
 - g. Insurance Agent of Record Arthur J. Gallagher & Co.
 - h. Anti-Bullying Specialist Angela Sopkiewicz
 - i. Homeless Liaison Kristen Martello
 - j. Custodian of School Records David P. Block
 - k. School Safety Specialist David P. Block

D4. Motion to approve the Saturday School Teacher coverage rate of \$50.00/hour for the 2024-2025 school year.

D5. Motion to approve the following daily rates for the 2024-2025 school year:
Substitute Teacher \$125.00/day

D6. Motion to appoint Amanda Stevenson as a Substitute Teacher beginning May 13, 2024 at the rate of \$125.00 per day for the balance of the 2023-2024 school year.

D7. Motion to appoint the following personnel for the summer enrichment 5-week program at a rate of \$700.00 per week:

Jaclyn Stevenson, Matthew Stevenson, Siobhan Stratton, Elizabeth Young, Lisa Bowman, Rebecca Porskievies, Adam Gradl, Nikita Garbayo, John Chestman, Stacy Horner

D8. Motion to approve the Red Bank Charter School Coaches Stipend Guide for the 2024-2025 school year: 1 - 4 years \$1,500.00 5-10 years \$2,000.00 11-15 years \$2,500.00 16-20 years \$3,000.00

D9. Motion to appoint Dr. Steven Kairys as the School Physician for the 2024-2025 school year at a cost of \$2,000.00.

D10. Motion to create the following stipend position: Testing Coordinator at the rate of \$3,000.00 for the 2024-2025 school year.

D11. Motion to appoint the following personnel for the ESY 6-week program at a rate of \$700.00 per week: Angela Sopkiewicz
Matthew Corrado

Motion: Kerri Darling Second: Cristie Ritz-King

ROLL CALL VOTE:

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

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:

April: 0

Motion: John LeFever Second: Anna-Maria Pittella

ROLL CALL VOTE:

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

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:

Executive Session:

WHEREAS, Chapter 131, P.L. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive or private session under certain circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Red Bank Charter School, County of Monmouth, State of New Jersey , it does hereby determine that it is necessary to meet in executive session on February 18, 2020 to discuss matters involving personnel contract matters and confidential safety matters and that the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion will take place. Action may be taken at the conclusion of the Executive Session.

Motion: Donna McCourt Second: John LeFever

ROLL CALL VOTE:

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

Time: 6:36 PM

Agenda Items:

Discussion on legal issues

Reopen Public Session

Motion: John LeFever Second: Matthew Damm

ROLL CALL VOTE::

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

Time: 7:13 PM

New Business:

Adjournment: 7:15pm

Motion: Anna-Maria Pittella Second: Donna McCourt

ROLL CALL VOTE:

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

ROLL CALL VOTE:

Next Meeting: June 18, 2024 6:00 PM