

Red Bank Charter School Board of Trustees
58 Oakland St.
Red Bank, New Jersey
Agenda for July 24, 2024

Call to Order: 8:00 am - 1st Floor Office of 135 Monmouth St, Red Bank

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: John LeFever, Barbara O'Donnell, Kerri Darling, Anna-Maria Pittella (8:20am), Donna McCourt, Cristie Ritz-King, and Patrick Dorsey (9:21am)

Absent: Matt Damm & Laura Young

Pledge of Allegiance:

Commitment Statement: As stakeholders in our educational enterprise, we accept responsibility for the success of our students and our mission to provide an extraordinary educational opportunity for all.

Public Comments:

Resolutions/Action Items:

NOMINATION AND ELECTION OF PRESIDENT

The Board Secretary calls for nominations for President.

John LeFever nominates Donna McCourt

Motion: John LeFever Second: Cristie Ritz-King

ROLL CALL VOTE:

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, and Cristie Ritz-King

Absent: Anna-Maria Pittella, Patrick Dorsey, Matt Damm & Laura Young

Donna McCourt is elected President of the Board of Trustees

NOMINATION AND ELECTION OF VICE-PRESIDENT

The President calls for nominations for Vice-President.

John LeFever nominates Patrick Dorsey

Motion: John LeFever Second: Kerri Darling

ROLL CALL VOTE:

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, and Cristie Ritz-King

Absent: Anna-Maria Pittella, Patrick Dorsey, Matt Damm & Laura Young

Donna McCourt is elected President of the Board of Trustees

Patrick Dorsey is elected Vice-President of the Board of Trustees

Resolutions/Action Items:

Motion to Approve Minutes

- Regular Meeting - June 18, 2024

Motion: John LeFever Second: Cristie Ritz-King

ROLL CALL VOTE:

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, and Cristie Ritz-King

Absent: Anna-Maria Pittella, Patrick Dorsey, Matt Damm & Laura Young

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 3 year LIEP plan as attached.

A2. Motion to approve the updated Staff Handbook as attached.

A3. Motion to approve the updated Family/Student Handbook as attached.

A4. Motion to approve the update Preschool Handbook as attached.

A5. Creative Curriculum/Teaching Strategies Gold - Teaching Strategies, LLC Foundations - Wilson Language Training Orton Gillingham - MaxScholar Studies Weekly Social Studies - Pearson Education, Inc. Amplify Science-Amplify Second Step Character Education - Envision Math - Cengage Responsive Classroom, Center for Responsive Schools, Inc LinkIt Assessment System - LinkIt Advanced Assessment Systems IXL - IXL Learning Newsela - Newsela Raz-Plus - Learning A to Z BrainPop - BrainPOP Nearpod/Flocabulary - Nearpod Quaver Music - Quaver Music Avancemos A and B-Holt McDougal Writing Units of Study-Gravity Goldberg, LLC - EL Education Grades 3 to 8, eMathinstruction & Delta Math.

A6. Motion to collaborate with Music & Arts Rapid Rentals to supply students with instruments for our band program for the 2024-2025 school year.

A7. Motion to approve the Emergency Preparedness Plan as attached.

Motion: Cristie Ritz-King Second: John LeFever

ROLL CALL VOTE:

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, and Cristie Ritz-King

Absent: Patrick Dorsey, Matt Damm & Laura Young

B. FACILITIES

B1. Motion to approve the emergency/fire drill reports for June 2024 as submitted by the Head of School:

6/11/24	Fire Drill	2:34 pm	Evacuation to West street
6/13/24	Security Drill	10:45 am	Active Shooter

Motion: Barbara O'Donnell Second: Kerri Darling

ROLL CALL VOTE:

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, and Cristie Ritz-King

Absent: Patrick Dorsey, Matt Damm & Laura Young

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:

Bills & Claims dated June 30, 2024 in the amount of \$17,205.46.

Hand Check Bills List dated July 15, 2024 in the amount of \$81,039.14.

Bills & Claims dated July 16, 2024 in the amount of \$110,372.60.

C2. Motion to advise the Board of Trustees that there were no over expenditures for June 2023.

C3. WHEREAS, the Board of Trustees of the Red Bank Charter School (hereinafter "Board") has reviewed the Grant Application for IDEA FY 25 in the following amounts:

Basic Grant Award - \$47,673

Pre-K Grant Award - \$1,047

Total Award - \$48,720

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Red Bank Charter School, County of Monmouth, State of New Jersey that Red Bank Charter School agrees to accept and apply for the IDEA - B allocation.

C4. WHEREAS, the Board of Trustees of the Red Bank Charter School (hereinafter “Board”) has reviewed the Grant Application for ESEA FY 25 in the following amounts:

Title I-A Award - \$76,176

Title IIA Award - \$7,363

Total Award - \$83,539

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Red Bank Charter School, County of Monmouth, State of New Jersey that Red Bank Charter School agrees to accept and apply for the FY25 ESEA Grant Awards for Title I, Title IIA, & Title IV.

C5. WHEREAS, the Board of Trustees of the Red Bank Charter School (hereinafter “Board”) has reviewed the Grant Application for ESEA FY 25 in the following amounts:

Title III Award - \$4,860

Total Award - \$4,860

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Red Bank Charter School, County of Monmouth, State of New Jersey that Red Bank Charter School refuses to accept and apply for the FY25 ESEA Grant Awards for Title III.

C6. Motion to approve the following school nurse substitutes for the 2024-2025 school year:
Eileen Ruane at the rate of \$38.00/hour
Marguerite Tragnitz at the rate of \$38.00/hour
Bayada Home Health Care, Inc. at a rate of \$60.00 /hour

C7. Motion to approve the stipend rate of \$35.00 per hour to cover classes during prep periods or after school activities for the 2024-2025 school year.

C8. Motion to purchase Grades 3-8 EL Education materials from Open Up Resources in the amount of \$9,370.00.

C9. Motion to purchase eMathinstruction & Delta Math for Algebra 1 course at the combined rate of \$970.00.

Motion: Anna-Maria Pittella Second: John LeFever

ROLL CALL VOTE:

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, and Cristie Ritz-King

Absent: Patrick Dorsey, Matt Damm & Laura Young

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 resignation of Jaclyn Williscroft effective July 15, 2024.

D2. Motion to approve the following school bus drivers at a rate of \$16.00 July 1, 2024 through June 30, 2025:

John Chestman

Nicholas Giglio

D3. Motion to authorize Dr. Kristen Martello, Head of School, to hire staff during the periods July 25, 2024 until the September 17, 2024 Board Meeting; with the understanding that these requests for appointments will be brought before the full Red Bank Charter School Board of Trustees at the next regularly scheduled board meeting.

Motion: Kerri Darling Second: Cristie Ritz-King

ROLL CALL VOTE:

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, and Cristie Ritz-King

Absent: Patrick Dorsey, Matt Damm & Laura Young

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:

June: 0

E2. Motion to accept the Annual Report for the 2023-2024 school year to be submitted to the New Jersey Department of Education and the Red Bank Borough School District on August 1, 2024.

E3. Motion to adopt the New Jersey School Boards Association Charter School Critical Policy Manual in its entirety.

E4. Motion to accept the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report 2022-2023: 77 out of 78.

Motion: John LeFever Second: Anna-Maria Pittella

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, and Cristie Ritz-King

Absent: Patrick Dorsey, Matt Damm & Laura Young

F. DEVELOPMENT AND SUSTAINABILITY

F1. Foundation Update

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: Cristie Ritz-King Second: Kerri Darling

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, and Cristie Ritz-King

Absent: Patrick Dorsey, Matt Damm & Laura Young

Time: 9:06am

Agenda Items:

Discussion on legal issues

Reopen Public Session

Motion: Anna-Maria Pittella Second: Patrick Dorsey

ROLL CALL VOTE::

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, Patrick Dorsey, and Cristie Ritz-King

Absent: Matt Damm & Laura Young

Time: 10:46am

New Business:

- Board Retreat

G1. Motion to approve the 2024-2025 Board of Trustees and School Goals.

G2. Motion to approve Legacy Commercial Realty LLC as Broker of Record for dealings in regards to 135 Monmouth St., Red Bank, NJ, subject to review of Listing Agreement and Marketing Plan.

G3. Motion to approve the sale listing of 133, 135-137 Monmouth St., Red Bank, NJ

Motion: Anna-Maria Pittella Second: John LeFever

ROLL CALL VOTE::

YES: John LeFever, Barbara O'Donnell, Kerri Darling, Donna McCourt, Anna-Maria Pittella, Patrick Dorsey, and Cristie Ritz-King

Absent: Matt Damm & Laura Young

Adjournment: 11:50am

Motion: Kerri Darling Second: Barbara O'Donnell

ROLL CALL VOTE:

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

Absent: Anna-Maria Pittella & Matthew Damm

Next Meeting: Tuesday, September 17, 2024 at 6:00pm