Red Bank Charter School Board of Trustees
58 Oakland St.
Red Bank, New Jersey
Agenda for June 17, 2025

Call to Order: 6:00 PM - Red Bank Charter Omni Room
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:

In Attendance:

Pledge of Allegiance:

Commitment Statement: As advocates for our students, our actions and decisions will always put the interest of our students before our own.

Presentation:

Public Comments:

Resolutions/Action Items for the 2025-2026 School Year:

OPEN PUBLIC MEETINGS ACT
Resolved that the Red Bank Charter School Board of Trustees, pursuant to Chapter 231 (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Trustees will be held in the Omni room in the Red Bank Charter School.

ADOPTION OF OFFICIAL NEWSPAPERS
The Board of Trustees designates the Asbury Park Press, The Hub, and the Two River Times as official newspapers.

APPROVAL OF DEPOSITORIES
The Board of Trustees approves the following depositories:
TD Bank

AUTHORIZED SIGNATURES
Operating Account - Facsimile Required or Original Signature
Two of the following persons: Head of School and Business Administrator
Payroll - Facsimile Required or Original Signature
Any of the following persons: Head of School or Business Administrator
Payroll Agency - Facsimile or Original Signature

Any of the following persons: Head of School or Business Administrator
Cafeteria - Facsimile or Original Signature
Any of the following persons: Head of School or Business Administrator
Activity - Facsimile or Original Signature
Any of the following persons: Head of School or Business Administrator

APPROVAL OF PUBLIC MEETINGS FOR THE 2025-2026 SCHOOL YEAR
Proposed Public Meetings are as follows:

July, 2025	T.B.D.
September 16, 2025	6:00PM
October 21, 2025	6:00PM
November 18, 2025	6:00PM
January 20, 2026	6:00PM
February 17, 2026	6:00PM
March 17, 2026	6:00PM
April 21, 2026	6:00PM
*May 12, 2026	6:00PM
June 16, 2026	6:00PM

Meetings will be held on the third Tuesday of the month, except where noted*

TAX SHELTER ANNUITY SALARY REDUCTION AGREEMENTS
AXA Equitable
AFLAC

ESTABLISHMENT OF PETTY CASH FUND
Approve the establishment of a petty cash fund of $2,000.00 for the 2025-2026 school year.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2025-2026
The Red Bank Charter School recognizes that school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and Whereas, NJAC 6A: 23B-1.1 et seq. requires Board members to approve these expenses by a majority of the membership, and to establish an annual threshold of $100 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded. Whereas, travel and related expenses not in compliance with NJAC 6A:23B-1.1, but deemed by the Board of Trustees to be necessary and unavoidable, The Board of Trustees approves all travel not in compliance with NJAC 6A:23B1.1 et seq. as being necessary and unavoidable, as noted on approved Travel and Reimbursement Forms; and Be it further resolved, the Board of Trustees approve travel and related expense reimbursements in accordance with NJAC 6A:23B-1.2(b), to a maximum expenditure of $10,000.00 for staff and board members.

STATE CONTRACTING PURCHASING
Whereas, Title 18A:18A-10 provides that a Board of Trustees, without advertising for bid, or after having rejected all bids, may purchases any goods or services pursuant to a contract entered into on behalf of the State by the Division of Purchase and Property and, the Red Bank Charter School does authorize its Business Administrator to make any and all purchases necessary to

meet the needs of the school district throughout the school year utilizing various vendors that have State Contracts.

ROLL CALL VOTE:

Motion to Approve Minutes

- Regular Meeting - May 13, 2025

ROLL CALL VOTE:

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:

ROLL CALL VOTE:

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 May & June 2024 as submitted by the Head of School:

5/27/25	Fire Drill	2:05 pm	Evacuation to West Street
5/28/25	Security Drill	1:54 pm	Shelter In Place

ROLL CALL VOTE:

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 May 20, 2025 in the amount of $33,201.76.
Hand Check Bills List dated June 10, 2025 in the amount of $91,957.86.
Bills and Claims List dated June 17, 2025 in the amount of $64,228.73.

C2. Motion to approve the Board Secretary Report of April 2025.

C3. Motion to advise the Board of Trustees that there were no over expenditures for May 2025.

C4. Motion to appoint Johnston Law Firm 151 Forest Street, Suite A, Montclair, New Jersey as Special Counsel for the 2025-2026 school year rates as per contract attached.

C5. Motion to appoint Adams Gutierrez & Lattiboudere, LLC, One Riverfront Plaza, Newark, New Jersey as General Counsel for the 2025-2026 school year at a rate not to exceed $200 per hour.

C6. Motion to appoint the firm Jump, Perry and Company, L.L.P. 12 Lexington Avenue, Toms River, New Jersey as auditor for the year ending June 30, 2025 in accordance with their proposal which indicates they have undergone a quality review assessment and provided such with their proposal, in the amount not to exceed $14,000.

C7. Motion to authorize the Business Administrator to make Budget Appropriation Transfers after year end of June 30, 2025, if necessary.

C8. Motion to authorize the Business Administrator to award contracts up to the bid threshold of $44,000.00 and to establish a quote threshold of $6,600.00 for the 2025-2026 school year.

C9. Motion to authorize the Business Administrator to make payments on behalf of the Board of Trustees when such payments ensure the health and safety of students and staff or ensure the orderly operation of the 2025-2026
school year.

C10. Motion to authorize the Business Administrator to wire transfer funds between the Board of Trustees bank accounts as necessary for the 2025-2026 school year.

C11. Motion to approve Genesis Educational Services for our Student Information System ASP Services for the 2025-2026 school year at a cost of $5,091.50.

C12. Motion to approve LunchTime software for annual hosting service for the 2025-2026 school year at a cost of $1,695.00.

C13. Motion to award Karson Food Service Vended Meal contract for the 2025-2026 school year.

C14. Motion to approve the New Jersey Public Charter Schools Association Annual Membership Dues for the 2025-2026 school year in the amount of $4,550.00.

C15. Motion to approve the following Child Study Team (CST) members for the 2025-2026 school year beginning 7/1/2025 through 6/12/2026:

Michelle Plesser, Speech Therapist at a rate of $90.00/hour.
Alexis DeJianne, Occupational Therapist at a rate of $90.00/hour.
Erin Herman,LLC School Psychologist at a rate of $80.00/hour for meetings and $400.00 per psychological evaluation.

C16. Motion to approve Oncourse Systems for Education for our Lesson Planner/Web Site Hosting Module for the 2025-2026 school year in the amount of $3,404.80.

C17. Motion to accept with gratitude the check in the amount of $66,000.00 from the Red Bank Charter School Foundation for program support and facilities enhancements.

ROLL CALL VOTE:

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 appoint Margaret Giglio as school bus driver at a rate of $30.00 per hour through the balance of the 2024-2025 school year.

D2. Motion to appoint the following bus drivers for the 2025-2026 school year at a rate of $30.00 per hour:

John Chestman
Nicholas Giglio
Margaret Giglio

D3. Motion to appoint the following personnel for the 2025 summer enrichment 5-week program at a rate of $700.00 per week: Matt Strippoli

ROLL CALL VOTE:

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:
May: 0

E2. Motion to adopt the New Jersey School Boards Association Charter School Critical Policy Manual in its entirety.

ROLL CALL VOTE:

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

ROLL CALL VOTE:

New Business:

Swearing in of BOT Members

Adjournment:

Next Meeting: T.B.D.