

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

**Call to Order** – 7:34 PM – Primary School Cafeteria

**SUNSHINE STATEMENT**

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted January 5, 2016. Notice of this meeting was published in the *Asbury Park Press* newspaper per code and sent to the Municipal Clerk, Red Bank Borough, within 7 days per code.

Fire exits located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

**ROLL CALL**

PRESENT: Michael Ballard, Ben Forest, Marj Lowe, Carrie Ludwikowski, Peter Noble, Ann Roseman, Fred Stone, Suzanne Viscomi ABSENT: Janet Jones (arrived 8:01 pm)  
ALSO PRESENT: Jared Ramage, Superintendent; Debra Pappagallo, Business Administrator/ Board Secretary; Richard McOmber, Esq.

**FLAG SALUTE**

Ms. Ludwikowski led the Salute to the Flag.

**I. SUPERINTENDENT'S REPORT**

- A. Climate and Culture Survey  
Dr. Ramage explained the community survey.
- B. Preliminary Budget Comments  
Dr. Ramage and Mrs. Pappagallo reviewed the preliminary budget.  
Dr. Ramage thanked the Leadership Team on the budget work and finding efficiencies.
- C. Dr. Ramage reported he will be testifying before the State Assembly tomorrow, March 16, with the Freehold Borough Superintendent and will testify on March 22 to the Senate Budget meeting.
  - Ms. Viscomi thanked Dr. Ramage for taking the time to speak about State Funding. Because of SFRA short funding our tax levy impact is more than it should be. We could have been close to flat. Ms. Viscomi thanked Mrs. Pappagallo and the Leadership Team for making a difficult decision and prioritizing to help children achieve and reach goals.

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

**II. PRESIDENT’S REPORT**

A. Committee Reports

- Dr. Stone reported on the Facilities Committee.
- Ms. Roseman reported on the Curriculum & Instruction Committee.
- Ms. Viscomi reported on the Finance Committee.
- Mr. Forest reported the Community Relations Committee was cancelled last month.
- Dr. Stone reported the Policy Committee was cancelled last month.

Ms. Ludwikowski was glad that everyone is back and healthy, and that we are all here.

**III. HEARING OF PUBLIC - None**

Bylaw #0167 reads . . . “Any individual deciding to speak shall state their name and address. All comments will be directed to the Chair. Speakers shall be limited to one (1) turn of five (5) minutes with a total public participation not exceeding 60 minutes.”

**IV. STATEMENT TO THE PUBLIC**

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Almost without exception, before a matter is placed on the agenda at a public meeting the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate committee. The members of the Board committee work with Administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

**V. ACTION AGENDA**

Dr. Stone motioned, seconded by Ms. Roseman, to approve the following:

**BUSINESS – 3000**

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following FINANCE resolution(s) are approved as indicated:

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

**3019. BUDGET ADJUSTMENT – ENROLLMENT**

RESOLVED that the Red Bank Borough Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$44,056.00. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

**3020. BUDGET ADJUSTMENT – BANKED CAP**

RESOLVED that the Red Bank Borough Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$190,919.00 for the purposes of instructional and contractual obligations. The district intends to complete said purposes by June 2017.

**3021. TRAVEL AND RELATED EXPENSE REIMBURSEMENT**

WHEREAS, the Red Bank Borough Board of Education recognizes 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, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500.00 in a given school year (July 1 through June 30); and

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$75,000 for all staff and board members for the 2016-2017 school year.

**3022. ADOPTION OF TENTATIVE BUDGET 2016-2017**

BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2016-17 Total Expenditures	\$19,727,062	\$5,745,934	\$502,125	\$25,975,121
Less: Anticipated Revenues	<u>\$3,684,170</u>	<u>\$5,745,934</u>	<u>\$0</u>	<u>\$9,430,104</u>
Taxes to be Raised	<u>\$16,042,892</u>	<u>\$0</u>	<u>\$502,125</u>	<u>\$16,545,017</u>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held Red Bank Primary School, 222 River Street, Red Bank, New Jersey on April 26, 2016 at 7:30 PM for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

**3023. TRAVEL**

Name	Date/Time	Location	Cost	Theme	Account #
Trisha Sugrue	04/19/16 7:30 a.m. – 4:00 p.m.	Spring Lake, NJ	\$230.96	Regulating Children with Autism and/or Sensory Disorders	11-000-219-592-003
Jared Rumage	05/11/16 – 05/13/16 8:00 a.m. – 6:00 p.m.	Atlantic City, NJ	\$969.64	34 <sup>th</sup> Annual NJASA/ NJAPSA Spring Leadership	11-000-221-500-004

**3024. BILLS PAYMENT**

To approve payment of final bills for February 2016 and for bills as of March 2016.

**3025. APPROVAL OF MINUTES**

To approve the minutes from the February 9 and 16, 2016 Board of Education Meetings.

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

**PERSONNEL – 4000**

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent, the following PERSONNEL resolution(s) are approved as indicated:

- 4045.** That the Board accepts the resignation of *Kathleen Doherty* for the purpose of retirement, effective June 30, 2016.
- 4046.** That the Board approves a one-year contractual maternity leave of absence for *Sara Herrlich*, effective September 1, 2016 through June 30, 2017.
- 4047.** That the Board approves the following professional development tuition reimbursement as per contract.

<i>Rachel Lella</i>	Rutgers University Curriculum & Instruction Course #15-310-500 Curriculum Development Elementary School Course #15-251-572 6 credits @ \$678.00 Fall 2015	\$4,068.00
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- 4048.** That the Board approves an unpaid leave of absence for *Tina Hartman* on May 4 and May 5, 2016.
- 4049.** That the Board approves the following as Guest Teachers effective March 16, 2016 through June 30, 2016.

<i>Bridget Crudo</i>	<i>Evan Kreuter</i>
<i>Tyler Grable</i>	<i>Emily Vascimini</i>

- 4050.** That the Board approves the appointment of *Gina Errigo* as Instructional Assistant - Preschool Integrated, at a Step 1 prorated annual salary of \$26,065.00, effective March 16, 2016 through June 30, 2016. Account #20-218-100-106-P16
- 4051.** That the Board approves the Sidebar Agreement with the Red Bank Borough Education Association (RBBEA).

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

**CURRICULUM AND PROGRAM – 6000**

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following CURRICULUM AND PROGRAM resolution(s) are approved as indicated:

**6016.** That the Red Bank Board of Education deems student participation in curriculum related field trips to be educationally beneficial. Pursuant to regulation 6A:23A-5.(c)(1), the Board hereby approves the resolution.

Funding Source	Location	Date(s)
PreK Grant	Monmouth Museum, Lincroft, NJ (3 MRT PreK classes)	05/17/2016
PreK Grant	Monmouth Museum, Lincroft, NJ (3 MRT PreK classes)	05/19/2016

**6017.** That the Board approves the 2016-2017 School Calendar.

Comment:

- Ms. Roseman asked what days are we aligned with Red Bank Regional HS? Dr. Rumage replied we tried to align as best we could. Ms. Roseman thinks it’s best to try as much as we can. Dr. Rumage stated we are in a better position this year and received no complaints last year.

**6018.** That the Board approves the submission of the 2016-2019 Comprehensive Equity Plan as required by the NJ State Department of Education.

**6019.** That the Board approves the submission of the Donors Choose project “iPads for our Music Class!” in the amount of \$1,983.89, to purchase iPad minis and cases.

**6020.** That the Board approves the submission of the Donors Choose project “Morning Math Fun!” in the amount of \$186.89, to purchase math hands-on materials.

**6021.** That the Board approves the submission of the Donors Choose project “Scholastic News Magazine” in the amount of \$200.00, to purchase 12 issues of Scholastic News for Grade 3.

**6022.** That the Board approves the submission of the Donors Choose project “Creative Kindergarteners at Work!” in the amount of \$774.00, to purchase a classroom easel and various art supplies.

**6023.** That the Board approves the submission of the Donors Choose project “Phonics Fun for Everyone!” in the amount of \$772.00, to purchase a classroom stool and phonics games.

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

- 6024.** That the Board approves the submission of the Donors Choose project “Nuts for Numbers!” in the amount of \$514.00, to purchase math teaching materials and math games.
- 6025.** That the Board approves Wayne Woolley, a graduate student at Montclair State University, to conduct research regarding community engagement from March 22, 2016 through May 15, 2016.

**BYLAWS OF THE BOARD – 9000**

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following BYLAWS OF THE BOARD resolution(s) are approved as indicated:

- 9004.** That the Board approves the following policies and regulations for first reading:

Policy #	Title of Policy
P&R 1240	Evaluation of Superintendent
P&R 3221	Evaluation of Teachers
P&R 3222	Evaluation of Teaching Staff members, Excluding Teachers and Administrators
P&R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
P&R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
P 3431.1	Family Leave
P 4431.1	Family Leave
P 5337	Service Animals
P 5516	Use of Electronic Communication and Recording Devices (ECRD)

Comment:

- Ms. Roseman stated 1240 refers to non-tenured Superintendents and asked if it still exists? Mr. McOmber replied Yes, if grandfathered. Ms. Roseman mentioned on #3431.1 and 4431.1 there were blanks. Dr. Ramage stated the copies distributed should have had the blanks filled in.

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

**ROLL CALL VOTE:**

AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Mr. Noble,  
Ms. Roseman, Dr. Stone, Ms.Viscomi NAYS: None ABSENT: None  
ABSTENTIONS: Ms. Jones on the February 16<sup>th</sup> Minutes on 3025 and 9004.

**VI. HEARING OF THE PUBLIC - None**

**VII. OLD BUSINESS - None**

**VIII. NEW BUSINESS**

- Mr. Noble stated he is not pleased that the District is giving funds to the Charter School with no say in the matter and that we have to pay for their two busses. He questioned why don't we have a say in who runs the Charter School? Mr. McOمبر replied it is considered a separate State Agency. The budget format is ordained by statute. Statutorily they are run by their own BOE/Trustees and we have no say just as they have no say in ours. Mr. Forest agreed with Mr. Noble.
- Mr. Forest indicated he and Dr. Ramage are meeting with Dr. Rik Van Hemmen regarding a waterway in a protected zone. Dr. Ramage received a nomination petition for the waterway project and indicated the letter of support will be in the next packet. There will be a meeting on Wednesday at 6 pm in the Red Bank Public Library. Ms. Roseman said Rik used to attend Education Foundation meetings to promote outdoor classrooms.
- Ms. Viscomi asked who is the Charter School and who is responsible for ownership. If someone is unhappy, who gets voted out? Mr. McOمبر replied it's the Trustees, a self-perpetuating group where the public has no say on who is a trustee. Ms. Viscomi indicated if they move out of town, they can still be a trustee.
- Ms. Ludwikowski stated she learned at the School Boards Convention there is an option on Facebook that can make a one-way or a two-way communication but one way is preferred so no one can comment. McOمبر indicated another district decided one way Facebook communication. It stops inappropriate commenting.

**RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 2016**

**MINUTES**

**IX. EXECUTIVE SESSION**

At 8:43 pm Mr. Forest motioned, seconded by Ms. Viscomi, to convene in Executive Session.

A. Personnel

**VOICE VOTE:**

AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Mr. Noble,  
Ms. Roseman, Dr. Stone, Ms. Viscomi NAYS: None  
ABSTENTIONS: None ABSENT: None

**X. RETURN TO PUBLIC SESSION**

At 9:30 pm the Board returned to Public Session.

**ROLL CALL**

PRESENT: Michael Ballard, Ben Forest, Marj Lowe, Janet Jones, Carrie Ludwikowski,  
Peter Noble, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: None

ALSO PRESENT: Jared Ramage, Superintendent; Debra Pappagallo, Business Administrator/  
Board Secretary; Richard McOmber, Esq.

**XI. ADJOURNMENT**

At 9:31 pm Mr. Ballard motioned, seconded by Ms. Jones, to adjourn.

**VOICE VOTE:**

AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Mr. Noble,  
Ms. Roseman, Dr. Stone, Ms. Viscomi

NAYS: None ABSTENTIONS: None ABSENT: None

Respectfully submitted,

Debra Pappagallo  
Board Secretary/Business Administrator