

**RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
SEPTEMBER 20, 2016**

MINUTES

Call to Order – 7:00 p.m. – Middle School Media Center

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, Marjorie Lowe, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: Janet Jones (arrived 7:02 pm), Peter Noble

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

I. RESOLUTION FOR EXECUTIVE SESSION

At 7:01 pm Mr. Forest motioned, seconded by Ms. Roseman, to convene in Executive Session.

- A.** Residency
- B.** Attorney Client/Privilege – Contemplated Litigation
- C.** Personnel

VOICE VOTE:

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

NAYS: None **ABSTENTIONS:** None **ABSENT:** Ms. Jones (arrived 7:02 pm), Mr. Noble

RETURN TO PUBIC SESSION

CALL TO ORDER – 7:30 pm

ROLL CALL

PRESENT: Michael Ballard, Ben Forest, Janet Jones, Marjorie Lowe, Ann Roseman, Fred Stone, Suzanne Viscomi **ABSENT:** Peter Noble

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

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FLAG SALUTE

Dr. Stone led the Salute to the Flag.

II. SUPERINTENDENT’S REPORT

- A. Borough Plan for Count Basie Field Improvements – Stanley Sickels, Borough Administrator - Dr. Ramage introduced Mr. Sickels who presented the planned improvements to the Count Basie Field.

- B. Joan McLaughlin and Sam Giustiniani - Kennedy Center and Ct. Basie Theatre Representative - Dr. Ramage introduced Ms. McLaughlin and Ms. Giustiniani who reviewed the Kennedy Center & Arts Integration Program.

At this time to Board addressed the following resolution.

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

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:

- 4208.** That the Board approves the appointment of Michelle Onori as a non-tenure track/long-term leave replacement preschool teacher (replacing Monique Cabrera), at a BA Step 1 prorated annual salary of \$49,300.00, effective November 7, 2016 through June 30, 2017. Account #20-218-100-106-P17

ROLL CALL VOTE:

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

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III. PRESIDENT’S REPORT

A. Board Candidate Interviews

Ms. Juania Lewis and Mr. Bruce Gavioli applied to fill the vacant position left by Mrs. Ludwikowski. Both were interviewed by Dr. Stone and Ms. Roseman who asked each applicant a series of questions. The Board then convened in Executive Session to discuss the applicants.

RESOLUTION FOR EXECUTIVE SESSION

At 8:10 pm Ms. Roseman motioned, seconded by Mr. Ballard, to reconvene in Executive Session.

VOICE VOTE:

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

NAYS: None ABSTENTIONS: None ABSENT: Mr. Noble

RETURN TO PUBIC SESSION - CALL TO ORDER – 8:25 PM

ROLL CALL

PRESENT: Michael Ballard, Ben Forest, Janet Jones, Marjorie Lowe, Ann Roseman, Fred Stone, Suzanne Viscomi ABSENT: Peter Noble

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

B. Appointment of New Board Member

Mr. Forest motioned, seconded by Ms. Jones to approve the following:

That the Board approves the appointment of either Bruce Gavioli or Juanita Lewis as a member of the Red Bank Borough Board of Education, filling a vacancy created by the resignation of Carrie Ludwikowski, effective September 20, 2016 through December 31, 3017.

ROLL CALL VOTE

Mr. Ballard	vote for Juanita Lewis
Mr. Forest	vote for Juanita Lewis
Ms. Jones	vote for Juanita Lewis
Miss Lowe	vote for Bruce Gavioli
Mr. Noble	absent
Ms. Roseman	vote for Juanita Lewis
Dr. Stone	vote for Juanita Lewis
Ms. Viscomi	vote for Bruce Gavioli

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Ms. Lewis was elected to fill the vacancy and sworn in by taking the Board Member Oath of Office.

Following the new Board Member's Oath, a brief break was taken to congratulate Ms. Lewis at 8:31 pm.

At 8:37 the Board returned to Public Session.

ROLL CALL:

PRESENT: Michael Ballard, Ben Forest, Janet Jones, Marjorie Lowe, Juanita Lewis, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: Peter Noble

ALSO PRESENT: Jared Ramage, Debra Pappagallo, Peter Sokol

C. Committee Reports

- Ms. Roseman reported on the Curriculum Committee.
- Ms. Viscomi reported on the Finance Committee.
- Ms. Jones reported on the Facilities Committee.
- Mr. Forest reported on the Community Relations Committee.
- The Policy Committee did not meet.

IV. HEARING OF PUBLIC

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."

- Rose Sestito, 190 River Street, addressed curriculum and the summer student packet.
- Eileen Libetti, 35 Elm Lane, addressed the resignation of Dr. Lella on tonight's agenda.

V. 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 matter is thoroughly reviewed by the Superintendent of Schools and, when necessary, other school district administrators. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, and if the circumstances permit, it is then referred to the appropriate committee of the Board of Education. The members of the Board committee work with the Administration and the Superintendent to assure its understanding of the matter. When the Board committee and the Superintendent are satisfied that it may be presented to the Board of Education, the matter is placed on the agenda at a public meeting.

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VI. ACTION AGENDA

Ms. Jones 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:

3110. TRAVEL

Name	Date/Time	Location	Cost	Theme	Account #
<i>Jenny Hurd</i>	10/01/16, 12/01/16, 02/16/17, & 03/30/17 12:00 p.m. – 2:00 p.m.	W. Long Branch, NJ	\$315.38	Monmouth University School of Education Special Services Academy	11-000-219-592-003
<i>Jared Rumage</i>	10/05/16, 11/16/16, 02/15/17, & 03/29/17 12:00 p.m. – 2:00 p.m.	W. Long Branch, NJ	\$365.38	Monmouth University School of Education Superintendent’s Academy	11-000-230-585-000
<i>Jenny Hurd</i>	10/05/16, 11/01/16, & 02/15/17 9:00 a.m. – 3:00 p.m.	Monroe Township, NJ	\$525.99	Special Education Litigation Certification	11-000-219-592-003
<i>Rachel Mambach</i>	10/09/16 – 10/11/16 8:00 a.m. – 4:00 p.m.	Long Branch, NJ	\$194.92	Art Educators of NJ Conference	11-000-221-500-001
<i>Joan McLaughlin</i>	10/09/16 – 10/11/16 8:00 a.m. – 4:00 p.m.	Long Branch, NJ	\$254.92	Art Educators of NJ Conference	11-000-221-500-001
<i>Cathy Reardon</i>	10/18/16 7:00 a.m. – 4:35 p.m.	Somerset, NJ	\$217.00	NJAAP 2016 School Health Conference	11-000-221-500-001
<i>Marysa Van Patten-Dermond</i>	10/18/16 9:00 a.m. – 4:35 p.m.	Somerset, NJ	\$216.64	NJAAP 2016 School Health Conference	11-000-213-800-002
<i>Maura Connor</i>	10/24/16 8:15 a.m. – 3:15 p.m.	Monroe Township, NJ	\$174.60	NJASSW Fall Workshop: Classroom Behavior Management	11-000-219-592-000

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3111. APPROVAL OF MINUTES

To approve the minutes from the August 2, 16 and 23, 2016 Board of Education Meetings.

3112. BILLS PAYMENT

To approve payment of final bills for August 2016 and for bills as of September 2016.

3113. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

Approve the July 2016 Report of the Treasurer and the July 2016 Report of the Secretary as being in balance for the month.

3114. BUDGET TRANSFERS

To ratify any budget transfers effective July 2016 per the transfer report.

3115. AWARD TRANSPORTATION CONTRACT - Athletics Route

To award Student Transportation Services for the athletics program for the 2016-2017 school year as follows: Bid packages were properly advertised on August 18, 2016; Bid opening was Tuesday, August 30, 2016 at 10:00 a.m. Bid specifications were provided to: Durham School Services-Middletown NJ, Jay's Bus Service-Lakewood NJ, Keyport Auto-Keyport, NJ, and Vamvas Transportation-Beachwood NJ, Bids were solely submitted by: Durham School Services. Durham School Services provided the winning response with a \$322.00 per 4 hour trip and \$40.25 per each additional half hour.

3116. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting required maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed for the various school facilities of the Red Bank Borough School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Red Bank Borough School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan and M-1 form for the Red Bank Borough School District in compliance with Department of Education requirements.

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3117. NCLB APPLICATION 2016-2017 AMENDMENT FOR CARRYOVER

That the Board approve the amendment to the FY 17 NCLB Grant for carryover for the following amounts:

Title I	\$940,030.00
Title IIA	81,113.00
Title III	117,973.00
Title III Immigrant	<u>1,749.00</u>
TOTAL	\$1,140,865.00

3118. IDEA APPLICATION 2016-2017 AMENDMENT FOR CARRYOVER

That the Board approve the amendment to the FY 17 IDEA Grant for carryover for the following amounts:

IDEA	\$386,524.00
IDEA PreK	<u>12,442.00</u>
TOTAL	\$398,966.00

3119. ENGINEERING STUDY

That the Board approves T&M Associates to do an engineering study of the Primary School Grounds in the amount of \$17,000.00.

3120. APPROVE USE OF FACILITIES

That the Board approves the one-time and recurring building use requests according to Board Policy, as previously distributed to the Board.

3121. COUNT BASIE FIELD IMPROVEMENTS

That the Board approves the Borough of Red Bank to make shade structure and bench improvements to the Count Basie Field through a Monmouth County Open Space Grant on property currently owned by the Board of Education in accordance with its current lease agreement with the Borough of Red Bank.

3122. DONATION

That the Board approves the generous donation of approximately \$500 worth of school supplies by the United Way of Monmouth and Ocean County. Backpacks, crayons, scissors and other basic school items will be distributed to Red Bank Primary School students via the "Stuff the Bus" program sponsored by the United Way.

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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:

- 4204.** That the Board approves the Superintendent’s Merit Goals for the 2016-2017 school year.
- Comment: Mr. Ballard stated he reviewed compared the merit goals to the form supplied by the NJSBA and he is not sure the goals meet the requirements. He feels they are more personal than District goals. Dr. Ramage stated he was not sure what he meant about personal goals. All of the goals support students and staff. All of the goals were submitted to the Executive County Superintendent and he has approved them. Mr. Ballard stated that they don’t meet NJSBA’s goals. Dr. Ramage stated the NJSBA does not regulate the goals, the Department of Education does and they have been deemed acceptable.
- 4205.** That the Board accepts the resignation of *Rachel Lella* for personal reasons effective November 9, 2016.
- 4206.** That the Board approves the appointment of *Olga Guzman Baez de Morel* as Middle School night custodian, at a prorated annual salary of \$28,400.00, with a night differential of \$1,600.00 and a Black Seal stipend of \$250.00, effective October 1, 2016 (pending clearance by the Criminal History Review Unit) through June 30, 2017. Account #11-000-262-100-005
- 4207.** That the Board approves a revised leave of absence for *Caroline McClelland* utilizing 19 paid days, effective May 16, 2016 through June 13, 2016, an unpaid leave of absence, effective June 14, 2016 through June 30, 2016, a paid leave of absence utilizing 6 paid days effective September 1, 2016 through September 9, 2016, and a NJ Family Leave of Absence (NJFLA) effective September 10, 2016 through October 21, 2016 (originally approved for October 2, 2016).
- 4208.** Taken earlier in the meeting.
- 4209.** That the Board approves the revisions to the Instructional Assistant Job Description for the 2016-2017 school year.
- 4210.** That the Board approves the following as a Guest Teachers for the 2016-2017 school year.
- | | | |
|--------------------------|---------------------|-------------------------|
| <i>Andrea Dadap</i> | <i>Emma Proper</i> | <i>Carmen Seaman</i> |
| <i>Stephanie Hoffman</i> | <i>Sally Scarpa</i> | <i>Thomas Valentino</i> |
| <i>Tracy Leonard</i> | | |
- 4211.** That the Board approves the following staff member’s salaries charged to Federal Grants and account numbers for the 2016-2017 school year per Attachment A.

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4212. That the Board approves the following professional development tuition reimbursement as per contract.

<i>Josie Katz</i>	Monmouth University Student Assistant Coordinator (SAC) Substance Abuse Awareness in Schools Course #PC-546 3 credits @ \$678.00 Summer 2016	\$2,034.00
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4213. That the Board approves the following stipends for *Magda Timmes* retroactive for the 2013-2014, 2014-2015, and 2015-2016 school years.

\$2,000.00	Bachelor's Degree
\$200.00	Substitute Teacher Certificate

EXTRA WORK/EXTRA PAY

4214. That the Board approves the following appointment for the 2016-2017 school year. Compensation based on the stipulated negotiated contractual stipend of \$2,000.00 for assistant coaches. Account #11-402-100-100-002

Kevin Cuddihy- Assistant Girls Soccer Coach
September 2016- June 2017

4215. That the Board approves all Middle School teachers and instructional assistants who hold a teacher or substitute teacher certification, to serve as before/after school Alternate Classroom Education (ACE) teachers, Monday through Thursday, not to exceed 4 hours per week total, at the stipulated negotiated contractual rate of \$33.00 per hour, effective September 21, 2016 through June 22, 2017. Account #11-190-100-116-002

4216. That the Board approves *Evangelia Dounis* and her compensation for participation in ESL Curriculum Design effective September 21, 2016, through June 30, 2017, not to exceed 90 hours total for Grades 4, 5-6, & 7-8, at the stipulated negotiated contractual rate of \$33.00 per hour Account #20-245-200-100-004 Title III

4217. That the Board approves the following as district translators for the 2016- 2017 school year, on an as-needed basis, at the hourly rate of \$20.00. Account 11-800-330-110-000

<i>Jon Rue</i>	<i>Eddy Velastegui</i>
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4218. That the Board approves the following staff members' participation in translating at the Hispanic Heritage event on October 5, 2016, not to exceed 4 hours total at the hourly rate of \$20.00. Account #20-235-200-100-PI2 Title I

Jon Rue *Maria Spallone*
Sonia Santos *Eddy Velastegui*

4219. That the Board approves the following staff members as Middle School AVID Site Team members for the 2016-2017 school year, not to exceed 20 hours each, at the stipulated negotiated contractual rate of \$33.00. Account #20-275-200-100-AVID Title II

Amy Campbell *Kristen Maiello* *Lara Wengiel*
Justine Coppola *Sophia Mierzwa* *Kristyn Wikoff*
Erin Ehrola *Kim Sherman*

PUPIL PERSONNEL SERVICES- 5000

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

5015. That the Board approves Physical Therapy Services to be provided by EBS (Educational Based Services) at the corrected rate of \$82.00 per hour (originally approved for \$75.00 per hour), not to exceed 16 hours per week, plus mileage between school assignments, effective July 1 through August 4, 2016 for the Extended School Year. Account #13-422-100-300-003

5016. That the Board approves Physical Therapy Services to be provided by EBS (Educational Based Services) at the corrected rate of \$82.00 per hour (originally approved for \$75.00 per hour), not to exceed 16 hours per week, plus mileage between school assignments, effective September 1, 2016 through June 30, 2017. Account #11-000-216-320-003

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:

6075. 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.

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Funding Source	Location	Date(s)
PreK Grant	Atlantic Farms, Manasquan, NJ (All MDCC preschool classes)	10/05/16
PreK Grant	Wemrock Orchards, Freehold, NJ (All Primary School preschool classes)	10/06/16
PreK Grant	Wemrock Orchards, Freehold, NJ (All Middletown preschool classes)	10/13/16
PTO	Count Basie Theatre, Red Bank, NJ (Grades K, 1 and 2 special education classes)	10/21/16
PTO	Count Basie Theatre, Red Bank, NJ (Grades 2, 3 and 1 special education class)	11/16/16
PTO	Count Basie Theatre, Red Bank, NJ (Grades 2, 3 and 1 special education class)	04/24/17
PTO	Count Basie Theatre, Red Bank, NJ (Grades K, 1 and 2 special education classes)	05/04/17

- 6076.** That the Board approves the contract between Third Sector New England, on behalf of Tools of the Mind and the Red Bank Borough Board of Education, in the amount of \$7,955.00, for the training and technical support for preschool teachers for Beyond the Core Training Courses and Year 1 Training; for the period of July 1, 2016 through June 30, 2016. Account # 20-218-200-580-P17
- 6077.** That the Board approves the NJ Vision Alliance to provide on-site eye exams for preschool students at the Primary School, Middletown Reformed Church, First Baptist Church and the Community YMCA on September 21-22, 2016. The NJ Vision Alliance also provides referrals and resource follow-up for families.
- 6078.** That the Board authorizes the Superintendent to submit the 2015-2016 HIB Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act.
- 6079.** That the Board recognizes the week of October 3 through October 7, 2016 as a Week of Respect.
- 6080.** That the Board recognizes the week of October 17 through October 21, 2016 as School Violence Awareness Week.
- 6081.** That the Board approves the submission of the Donors Choose classroom project called “Stay Healthy During Recess” in the amount of \$802.66 to purchase equipment for various recess activities.

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6082. That the Board authorizes the Superintendent to submit a grant application for a Title I Arts Integration Pilot Program.

ROLL CALL VOTE:

AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Miss Lowe, Ms. Lewis, Ms. Roseman, Dr. Stone,

Ms. Viscomi NAYS: Mr. Ballard on 4204 ABSENT: Mr. Noble

ABSTENTIONS: Ms. Jones on 3111 (August 16 minutes); Ms. Lewis on 3111 and 4204.

VII. HEARING OF THE PUBLIC

- Ms. Rose Sesstito, 190 River Street, regarding the Curriculum/Summer Packet.
- Ms. Eileen Libetti, 35 Elm Lane, Regarding the resignation of Dr. Lella.

VIII. OLD BUSINESS

- 2016 NJSBA Workshop—Mrs. Pappagallo asked to be notified as soon as possible of any changes in attendance.

IX. NEW BUSINESS

- Ms. Jones met some retired teachers whose children went through the district schools; and they expressed excitement as much as we do about what's going on in the district and complimented the Primary School Principal.
- Mr. Forest commented it is nice to see Ms. Lewis back at the table.

X. ADJOURNMENT

At 9:37 pm Ms. Viscomi motioned, seconded by Ms. Jones, to adjourn

VOICE VOTE:

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

NAYS: None ABSTENTIONS: None ABSENT: Mr. Noble

Respectfully submitted,

Debra Pappagallo
Business Administrator/Board Secretary