

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
APRIL 30, 2019

Executive Session 7:00 p.m.
Public Session 7:30 p.m.

AGENDA

Call to Order – 7:00 p.m. – 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 3, 2019. 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.

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ROLL CALL

- I. RESOLUTION FOR EXECUTIVE SESSION
 - A. Personnel
 - B. Residency

CALL TO ORDER – 7:30 p.m.

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ROLL CALL

FLAG SALUTE

- II. SUPERINTENDENT'S REPORT
 - A. HIB
- III. BUDGET HEARING 2019-2020 SCHOOL YEAR
 - A. Board of Education Discussion
 - B. Public Comment
 - C. Motion to Close the Public Budget Hearing

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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:

3206. ADOPTION OF THE 2019-2020 SCHOOL YEAR BUDGET AND TAX LEVY
WHEREAS, the Red Bank Board of Education adopted a tentative budget on March 12, 2019 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 3, 2019 and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 19, 2019; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 30, 2019; and

BUDGET ADJUSTMENT – ENROLLMENT 2019-2020

RESOLVED that the Red Bank Borough Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$24,226. The district intends to utilize this adjustment for instruction and supplies necessary for additional students.

BUDGET ADJUSTMENT – HEALTH BENEFITS 2019-2020

RESOLVED that the Red Bank Borough Board of Education includes in the proposed budget the adjustment for increased costs of health benefits in the amount of \$139,415. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

MAINTENANCE RESERVE ACCOUNT WITHDRAWAL 2019-2020

RESOLVED that the Red Bank Borough Board of Education approves a Maintenance Reserve withdrawal in the amount of \$42,000. The district intends to utilize these funds for maintenance expenditures in the same amount from account 11-000-261-420-xxx.

CAPITAL RESERVE ACCOUNT WITHDRAWAL – PRIMARY AND MIDDLE SCHOOL RENOVATIONS 2019-2020

Resolved that the Red Bank Borough Board of Education approves a capital reserve withdrawal in the amount of \$703,812. The district intends to utilize these funds for renovations at the Red Bank Borough Primary and Middle Schools as well as a security vestibule for the Red Bank Borough Primary School.

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TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2019-2020

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 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 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 2019-2020 school year; and

NOW THEREFORE BE IT RESOLVED that the budget be adopted for the 2019-2019 school year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following adopted budget to the Executive County Superintendent of Schools in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2019-20 Total Expenditures	\$25,665,024	\$5,451,353	\$428,031	\$31,544,408
Less: Anticipated Revenues	(\$7,931,490)	(\$5,451,353)	<u>(\$0)</u>	(\$13,382,843)
Taxes to be Raised	\$17,733,534	<u>\$0</u>	\$428,031	\$18,161,565

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3207. IMPLEMENTATION OF THE 2019-2020 SCHOOL YEAR BUDGET

That the Board authorizes the Superintendent and the Business Administrator/Board Secretary to implement the 2019-2020 budget pursuant to local and state policies.

3208. TAX LEVY CERTIFICATION FORM A and B

RESOLVED, that the amount required for school purposes in the school district of Red Bank Borough, County of Monmouth for the 2019-2020 school year is \$18,161,565.00 and is required to be levied for local school district purposes.

3209. ADOPTION OF THE TAX LEVY SCHEDULE

Recommend the Board of Education Adopt the tax levy schedule for the 2019-2020 and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

General Fund:

July 2019	\$1,477,794.50	January 2020	\$1,477,794.50
August 2019	\$1,477,794.50	February 2020	\$1,477,794.50
September 2019	\$1,477,794.50	March 2020	\$1,477,794.50
October 2019	\$1,477,794.50	April 2020	\$1,477,794.50
November 2019	\$1,477,794.50	May 2020	\$1,477,794.50
December 2019	\$1,477,794.50	June 2020	\$1,477,794.50

Total	\$ 17,733,534.00
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Debt Service:

July 1, 2019	\$214,015.50
December 1, 2019	\$214,015.50
Total	\$428,031.00

BUDGET VOTE

IV. ACTION AGENDA

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:

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4296. That the Board approves the establishment of an Assistant Superintendent of Curriculum and Instruction position and the corresponding job description effective July 1, 2019.
4297. That the Board approves the appointment of Luigi Laugelli as Assistant Superintendent of Curriculum and Instruction, at an annual salary of \$145,000.00, effective July 1, 2019 through June 30, 2020. The contract has been reviewed and approved by Dr. Lester Richens and the Board Attorney. Account #s 50% 11-000-221-102-004 and 50% 11-000-230-100-000
4298. That the Board approves the interschool Administrative transfers per Attachment A effective July 1, 2019 through June 30, 2020.
4299. That the Board approves the voluntary transfer of Stacy Sherwood to Literacy Interventionist, at an MA Step P annual salary of \$84,301.00, effective September 1, 2019 through June 30, 2020. Account #11-120-100-101-002
4300. That the Board approves the appointment of Amanda Rogo as Preschool teacher (replacing Monique Cabrera), a BA Step B annual salary of \$50,480.00, effective September 1, 2019 through June 30, 2020. Account #20-218-100-101-P20
4301. That the Board approves the appointment of Miranda Black as Kindergarten teacher (replacing Jana Klotzkin) at a BA Step A annual salary of \$49,845.00, effective September 1, 2019 through June 30, 2020. Account #11-110-100-101-000
4302. That the Board approves the appointment of Matthew DiMarco as Middle School Social Studies teacher (replacing Nicole Dalton), at a BA Step C annual salary of \$51,270.00, effective September 1, 2019 through June 30, 2020. Account #11-130-100-101-002
4303. That the Board approves the appointment of Chelsea Foster as Primary School Special Education teacher, (replacing Sara Herrlich), at a BA+15 Step A annual salary of \$50,845.00, effective September 1, 2019 through June 30, 2020. Account #11-213-100-101-RR2
4304. That the Board approves the appointment of Amy Leonard as Primary School Instructional Assistant (replacing Chelsea Foster), at a Step 1 annual salary of \$27,315.00, effective September 1, 2019 through June 30, 2020. Account #11-204-100-106-001

- V. PRESIDENT'S REPORT
A. Board of Education Vacancy

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- VI. RESOLUTION FOR EXECUTIVE SESSION
A. Board of Education Candidate

CALL TO ORDER

SUNSHINE STATEMENT

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ROLL CALL

MOTION TO NOMINATE NEW BOARD MEMBER

APPOINTMENT OF NEW BOARD MEMBER

That the Board approves the appointment of _____ as a member of the Red Bank Borough Board of Education, filling a vacancy created by the resignation of Marjorie Lowe, effective May 1, 2019 through December 31, 2019.

OATH OF OFFICE

- VII. HEARING OF THE 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."

- VIII. 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

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are satisfied that it may be presented to the Board of Education, the matter is placed on the agenda at a public meeting.

IX. ACTION AGENDA

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:

3210. TRAVEL

Name	Date/Time	Location	Cost	Theme	Account #
Christina Vlahos	05/07/19 – 05/10/19 9:00 a.m. – 4:30 p.m.	Austin, TX	\$1,495.00	VSA Arts-Based Creative Teaching Strategies PD for Special Education Teachers	Kennedy Center Grant
Olya Monahan	05/29/19 8:00 a.m. – 3:00 p.m.	New Brunswick, NJ	\$305.00	NJTESOL/NJBE 2019 Spring Conference	Title II
Jared Rumage	05/15/19 – 05/17/19 8:00 am – 6:30 pm	Atlantic City, NJ	\$1,041.00	NJASA/NJPSA 37 th Annual Conference - Revised	11-000-230-890-000

3211. TRANSPORTATION AWARD ESY2019

To award Student Transportation Services contracts for the 2019 – 2020 Extended School Year as follows: Bid packages were properly advertised on April 12, 2019; Bid opening was Tuesday, April 30, 2019 at 10:00 a.m. Bid specifications were provided to: Durham School Services - Middletown NJ, Jay's Bus Service – Lakewood, NJ, Keyport Auto – Keansburg NJ, and Unlimited Autos – Keyport NJ. Bids was solely submitted by: Jay's Bus Service The Board awards the routes based on the lowest per diem bid (includes bulk bid discount) as it is the least expensive option. Bid Results Below:

	<u>Contractor</u>
<u>ROUTES</u>	<u>Jay's Bus</u>
RB-ESY1	\$ 165.00
RB-ESY1 AIDE	\$ 50.00
INC/DEC	\$ 0.01

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RB-ESY2	\$ 165.00
RB-ESY2 AIDE	\$ 50.00
INC/DEC	\$ 0.01
RB-ESY3	\$ 165.00
RB-ESY3 AIDE	\$ 50.00
INC/DEC	\$ 0.01
RB-ESY4	\$ 165.00
RB-ESY4 AIDE	\$ 50.00
INC/DEC	\$ 0.01
RB-ESY5	\$ 165.00
RB-ESY5 AIDE	\$ 50.00
INC/DEC	\$ 0.01
RB-ESY6	\$ 165.00
RB-ESY6 AIDE	\$ 50.00
INC/DEC	\$ 0.01
RB-ESY7	\$ 165.00
RB-ESY7 AIDE	\$ 50.00
INC/DEC	\$ 0.01
<u>TOTAL PER DIEM</u>	\$ 1,155.00
<u>BULK BID %</u>	\$ 1,131.90

Annual Contract **\$ 203,742.00**

3212. TRANSPORTATION AWARD 2019-2020 SCHOOL YEAR

To award Student Transportation Services contracts for the 2019 – 2020 school year as follows: Bid packages were properly advertised on April 12, 2019; Bid opening was Tuesday, April 30, 2019 at 10:30 a.m. Bid specifications were provided to: Durham School Services - Middletown NJ, Jay's Bus Service – Lakewood, NJ, Keyport Auto – Keansburg NJ, Morning Star Transportation, Road To Success – E. Brunswick NJ, and Unlimited Autos – Keyport NJ. Bids was solely submitted by: Jay's Bus Service The Board awards the routes based on the lowest per diem bid (includes bulk bid discount) as it is the least expensive option. Jay's Bus Service provided the winning response as follows:

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Route No.	Per Diem Cost	Cost of Aide	Inc/Dec
1920	\$225.00	\$45.00	\$0.01

Annual Contract = \$48,600

3213. DONATION

That the Board accepts with gratitude the generous donation of \$367.47 from Donors Choose for the classroom project entitled "Clean and Comfy Classroom!" for a large area rug for the reading center in a special education classroom.

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:

- 4305. That the Board abolishes the position of Supervisor of Curriculum and Instruction/ESL/Bilingual and World Languages position and corresponding job description effective June 30, 2019.
- 4306. That the Board approves the Bilingual Instructional Assistant job description effective July 1, 2019.

EXTRA WORK/EXTRA PAY

4307. That the Board approves the participation and compensation for Lara Wengiel, Holly LoCascio and Chelsey Cooney as chaperones for the Middle School After-School Program Girls on the Run trips, at the stipulated negotiated contractual rate of \$34.00 per hour, 5 trips, not to exceed 4 hours per trip. Account #11-402-200-100-100-002

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:

6088. 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	Count Basie Field, Red Bank, NJ (All First Baptist Church preschool classes)	05/03/19 (rain date 5/10/19)
PreK Grant	Count Basie Field, Red Bank, NJ (All Head Start Acelero preschool classes)	05/03/19 (rain date 5/10/19)
PreK Grant	Count Basie Field, Red Bank, NJ (All Monmouth Day Care preschool classes)	05/03/19 (rain date 5/10/19)
PreK Grant	Count Basie Field, Red Bank, NJ (All Monmouth Reform Temple CYMCA preschool classes)	05/03/19 (rain date 5/10/19)
PreK Grant	Count Basie Field, Red Bank, NJ (All Primary School preschool classes)	05/03/19 (rain date 5/10/19)
PreK Grant	Count Basie Field, Red Bank, NJ (All United Methodist Church preschool classes)	05/03/19 (rain date 5/10/19)
District/ Local Donation	Rocky Point, Highlands, NJ (Girls on the Run)	05/07/19
District/ Local Donation	Meadow Ridge Park, Rumson, NJ (Girls on the Run)	05/14/19
District/ Local Donation	Meadow Ridge Park, Rumson, NJ (Girls on the Run)	05/21/19
District/ Local Donation	Long Ranch Boardwalk, Long Branch, NJ (Girls on the Run)	05/28/19
District/ Local Donation	Fair Haven Field, Fair Haven, NJ (Girls on the Run)	06/02/19
PreK Grant	Primary School, Red Bank, NJ (All CYMCA preschool classes)	06/03/19
PreK Grant	Primary School, Red Bank, NJ (All MDCC and Head Start Acelero preschool classes)	06/05/19
PreK Grant	Monmouth Museum, Lincroft, NJ (All UMC preschool classes)	06/05/19
PreK Grant	Primary School, Red Bank, NJ (All FBC and UMC preschool classes)	06/06/19

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6089. That the Board approves the Harassment, Intimidation and Bullying (HIB) report as submitted by the Superintendent.

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:

9016. That the Board approves the following policy and regulation for second reading and adoption:

<u>Policy & Regulation#</u>	<u>Policy and Regulation</u>
1642	Earned Sick Leave Law

- X. HEARING OF THE PUBLIC
- XI. OLD BUSINESS
- XII. NEW BUSINESS
- XIII. EXECUTIVE SESSION II
- XIV. ADJOURNMENT

Board of Education Meetings – 2019

Regular Public Meetings – 7:00 p.m. – Primary School Cafeteria

January 15, 2019	July 16, 2019 (Board Retreat @ 5 pm)
February 12, 2019	August 13, 2019**
March 12, 2019	August 27, 2019**
April 9, 2019	September 10, 2019
April 30, 2019*	October 8, 2019
May 14, 2019	November 12, 2019
June 11, 2019	December 10, 2019
June 18, 2019	January 2, 2020 Reorganization

*Public Budget Hearing

**Middle School Media Center – 7 p.m. Executive Session/7:30 p.m. Public Session

***Board Retreat @ Middle School Media Center 5:00 p.m.; Executive Session @ 7:00 p.m.; Public Session @ 7:30 pm

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	Community Relations	Curriculum & Instruction	Facilities & Safety Committee	Finance	Policy
Chairperson:	Anne Amato	Ann Roseman	Dominic Kalorin	Suzanne Viscomi	Fred Stone
Members:	Anne Amato Janet Jones Suzanne Viscomi	Ann Roseman Ben Forest Anne Amato Fred Stone	Janet Jones Dominic Kalorin Erik Perry Fred Stone	Suzanne Viscomi Dominic Kalorin Ann Roseman Fred Stone	Fred Stone Anne Amato Ben Forest Suzanne Viscomi
Time	7:30 PM	6:30 PM	9:00 AM	6:15 PM	5:45 PM
	Meets 4 th Tuesday as needed	Meets 4 th Tuesday	Meets 2 nd Tuesday	Meets prior to BOE Meetings 2 nd Tuesday	Meets prior to BOE Meetings 2 nd Tuesday As needed
Location:	Board Office	Board Office	Board Office	Location of BOE Meeting	Location of BOE Meeting
Date of Meetings:	No meeting in January	No meeting in January	No meeting in January	No meeting in January	No meeting in January
	02/26/2019	02/19/2019	02/12/2019	02/05/2019* @ MS Media Center 02/12/2019* 5:45 pm	TBD
	03/26/2019	03/26/2019	03/5/2019	03/12/2019	03/12/2019
	April TBD	April TBD	04/09/2019	04/09/2019	04/02/2019
	05/28/2019	05/28/2019	05/14/2019	05/14/2019	05/14/2019
	06/25/2019	06/25/2019	06/11/2019	06/11/2019	06/11/2019
	No meeting in July	No meeting in July	No meeting in July	No meeting in July	No meeting in July
	August TBD	August TBD	08/13/2019	08/13/2019	08/13/2019
	09/24/2019	09/24/2019	09/10/2019	09/10/2019	09/10/2019
	10/22/2019	10/22/2019	10/08/2019	10/08/2019	10/08/2019
	11/26/2019	11/26/2019	11/12/2019	11/12/2019	11/12/2019
	12/17/2019	12/17/2019	12/10/2019	12/10/2019	12/10/2019

Negotiations: Janet Jones, Chairperson; Ann Roseman, Suzanne Viscomi Meets as needed
Residency: Janet Jones, Chairperson; Ann Roseman, Fred Stone, Suzanne Viscomi Meets as needed