

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING – FEBRUARY 26, 2008
MINUTES

1. CALL TO ORDER

Board President Peter Noble called the February 26, 2008 Board Meeting of the Red Bank Board of Education to order at 7:30 pm.

2. SUNSHINE STATEMENT

Mr. Noble advised the Board that Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted April 24, 2007. Notice of this meeting was published in the *Asbury Park Press*, *The Hub*, and the *Two River Times* newspapers 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.

3. ROLL CALL

Present: Mr. Forest, Ms. Jones, Ms. Kopka, Miss Lowe, Ms. Mess, Ms. Roseman, Mr. Noble
Absent: Ms. Goldman, Ms. Lewis
Also present: Mrs. Morana, Superintendent

4. FLAG SALUTE

Mr. Noble led the Pledge to the Flag.

5. RESOLUTION FOR EXECUTIVE SESSION

- A. Contract Negotiations: Administrative Unit
- B. Superintendent's Contract

At 7:35 pm Ms. Kopka motioned, seconded by Ms. Jones, to move to Executive Session at a later time.

AYES: Forest, Jones, Kopka, Lowe, Mess, Roseman, Noble NAYS: None

6. SUPERINTENDENT'S REPORT

A. 5th Grade DARE Essay Contest Winners Recognition

Mr. Wilkins announced the winners of the DARE essay contest. They were: Daysi Arevalo, Serena Dixon, Daniel Palma.

B. Criterion Program Student Demonstration

Mrs. Morana introduced Ms. Velasquez and students Gemma Ciabattoni and Jose Clemente who demonstrated the Criterion writing program.

C. Preliminary Budget Adoption

Mrs. Morana presented the preliminary budget. A copy of the presentation is in the Board Book. She reviewed the budget process, the specific issues impacting budget development, and the new funding formula. Included in her presentation was a review of the increase in state aid. However, the amount the district is required to transfer to the Charter School is at this time unknown.

At this point the General Fund Tax Levy for 2009 is \$11,604,290 with an increase of one penny. Debt Services Levy will be \$604,984.

The General Fund Tax Levy may change once the Charter School transfer is released. We are expecting this number on Friday.

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING – FEBRUARY 26, 2008
MINUTES

7. CORRESPONDENCE - NONE

8. PRESIDENT’S REPORT

A. Committee Reports: Update from the Policy Committee.

B. Superintendent’s Evaluation Process—NJ School Boards

Mr. Noble indicated that NJ School Boards Field Representative, Kathy Winecoff, will review the Superintendent Evaluation during Executive Session.

9. HEARING OF PUBLIC

Mr. John Tyler, 69 Leighton Avenue, Red Bank, NJ complimented the Board of Education members on their work. He also commended Mrs. Morana and said that she was an excellent person to have in the district. He had questions about residency of students. Mrs. Morana will look into this and get back to Mr. Tyler

10. ACTION AGENDA

BUSINESS - 3000

A request was made to take 3248 as a separate agenda item.

Ms. Mess motioned, seconded by Ms. Jones to accept the following:

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:

3241. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Maura Lehmann	02/29/08 8:30 a.m. – 12:30 p.m.	Freehold, NJ	Part of Subscription	Monmouth County Directors/Special Education Meeting	NA
Krishna Tyler	03/06/08 9:00 a.m. – 3:00 p.m.	Neptune, NJ	\$0.00	Tools of the Mind Training	NA
Jayne Frankenfield	03/06/08 10:00 a.m. – 12:00 p.m.	Edison, NJ	\$0.00	NJ Technology Assessment	NA
Laura Morana	03/10/08 8:30 a.m. – 1:00 p.m.	Mount Laurel, NJ	Part of Subscription	Preparing for Your Public Hearing/Calculating State Aid	N/A
Annie Darrow	03/10/08 8:30 a.m. – 1:00 p.m.	Mount Laurel, NJ	Part of Subscription	Preparing for Your Public Hearing/Calculating State Aid	N/A
Laura Morana	03/13/08 6:30 p.m. – 8:00 p.m.	Riverview Medical Center, Red Bank, NJ	\$0.00	Community Advisory Committee Meeting	NA
Jannett Pacheco	03/19/08 9:00 a.m. – 3:00 p.m.	Dayton, NJ	\$0.00	Math in the Pre-K Classroom	NA

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING – FEBRUARY 26, 2008
MINUTES

Laura Morana	03/19/08 9:00 a.m. – 1:00 p.m.	Matawan, NJ	\$0.00	Bayshore Jointure Commission Meeting	NA
Laura Morana	03/20/08 4:30 p.m. – 5:30 p.m.	Red Bank, NJ	\$0.00	Public Library Board of Trustees' Meeting	NA
Wendy Turnock	04/01/08 8:00 a.m. – 3:00 p.m.	Stevens Institute, Hoboken, NJ	\$50.00	Encouraging Students Toward STEM and IT Careers	11-000-240-800-002
Jannett Pacheco	04/02/08 8:00 a.m. – 12:00 p.m.	Monroe, NJ	\$0.00	NJASK 5-8 Test Coordinators' Training	NA
Jayne Frankenfield	04/03/08 8:30 a.m. – 4:00 p.m.	Hamilton, NJ	\$0.00	Internet Safety Training	NA
Gail Mendelsohn	04/03/08 8:30 a.m. – 4:00 p.m.	Hamilton, NJ	\$0.00	Internet Safety Training	NA
Alyssa Miller	04/03/08 8:30 a.m. – 4:00 p.m.	Hamilton, NJ	\$0.00	Internet Safety Training	NA

3242. IDEIA REPORTS/CARRY-OVER APPLICATIONS

That the Board approves the submission of the FY 2007 IDEIA Carry-Over Final Report to include carry-over of \$429.00

3243. IDEIA REPORTS/CARRY-OVER FUNDS

That the Board approves the acceptance of the FY 2007 IDEIA Carry-Over funds in the amount of \$429.00.

3244. BUDGET TRANSFERS

To ratify any budget transfers effective January per the transfer report previously distributed in writing to the board.

3245. BILLS PAYMENT

To approve payment of post-meeting bills for January 2008 and for February 2008 per the bills list presented.

3246. APPROVE MINUTES

To approve minutes of the Board meeting of January 8 and January 15, 2008, as previously distributed in writing to the Board.

3247. APPROVAL OF SECRETARY/TRANSFERS REPORT

Pursuant to 18A:6-59

Approve the December 2007 Report of the Treasurer and the December 2007 Report of the Secretary as being in balance for the month.

AND BE IT FURTHER RESOLVED that the above reports be accepted as submitted and that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district financial obligations for the remainder of the fiscal year.

Pursuant to 18A:6-59

Approve the January 2008 Report of the Treasurer and the January 2008 Report of the Secretary as being in balance for the month.

AND BE IT FURTHER RESOLVED that the above reports be accepted as submitted and that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district financial obligations for the remainder of the fiscal year.

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING – FEBRUARY 26, 2008
MINUTES

3249. TRAVEL AND EXPENSE REIMBURSEMENT – 2008-2009

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:23B-1.1 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 only, an annual school year threshold of \$700 per staff member where prior Board approval shall not be required unless this annual threshold for any staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum total expenditure of \$100,000 for all staff and board members.

3250. CHANGE OF EDUCATIONAL SPACE USE APPLICATION

To approve the submission of the Primary School's Application for Change of Use of Educational Space to be submitted to the Monmouth County Superintendent. This request will change existing empty locker room space in the gym to storage space.

3251. HEALTH BENEFITS RESOLUTION

A resolution for local government and education employers to offer only one option of the Preferred Provider Organization – NJ DIRECT 15 or NJ DIRECT 10 – under the New Jersey State Health Benefits Program Act.

As a result of collective bargaining agreements between the local employer unit named below and its employees, be it resolved:

The Red Bank Borough Public School district will not offer the NJ DIRECT 15 plan at this time. Therefore, transfer all of our active employees currently enrolled in the Traditional and NJPLUS plans to the NJ DIRECT 10 plan as of April 1, 2008. Those enrolled in AETNA and CIGNA HMO plans will remain the same.

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:

4478. That the Board approves the extension of the appointment of Christopher Ippolito as Long-Term Substitute Communications (Art, Photography, and Culture) Teacher, Middle School, at a BA Step 1 prorated annual salary of \$42,295.00, effective March 1, 2008 through June 30, 2008.

4479. That the Board approves the abolishment of the Electrical Maintenance Technician job description.

RED BANK BOROUGH BOARD OF EDUCATION
 RED BANK, NEW JERSEY
 BOARD OF EDUCATION
 PUBLIC MEETING – FEBRUARY 26, 2008
 MINUTES

EXTRA WORK/EXTRA PAY

4489. That the Board approves the following staff members and their compensation to participate in the Community Open House, March 1, 2008, not to exceed two hours each, at the stipulated negotiated contractual rate of \$27.50 per hour.

Primary School	Middle School
Carol Boehm	Denise Borns
Andrea Fontenez	Justine Coppola
Stacy Frazee	Luz Nieves
Danielle Kupoglu	Melissa Osmun
Kimberly Repko	Mary Wyman

4490. That the Board approves Hope Nechamkin as a substitute member of the Primary School's School Improvement Team on an as needed basis, effective January 16, 2008 through June 30, 2008, at the stipulated negotiated contractual rate of \$27.50 per hour, funded through NCLB.

4491. That the Board approves Toni Graham as a member of the Primary School's School Improvement Team replacing Kathy Maurer, not to exceed two hours per month, effective February 27, 2008 through June 30, 2008, at the stipulated negotiated contractual rate of \$27.50 per hour, funded through NCLB.

4492. That the Board approves the amendment of Resolution #4354 of the August 21, 2007 Board of Education meeting, authorizing 13 hours of classroom setup as opposed to 10 hours for the following Primary School staff members, funded through NCLB.

Danielle Kupoglu Jacqueline Rivera

4493. That the Board approves the following staff members and their compensation to participate in the Primary School Family Literacy Night Program for the 2007-2008 school year, up to three nights, not to exceed one hour each per night, at the stipulated negotiated contractual rate of \$27.50 per hour.

Carol Boehm	Kim Repko
Andrea Fontenez	Jacqueline Rivera
Damian Medina	Karim Vitolo
Lucille Quinn	Lara Wengiel

PUPIL PERSONNEL SERVICES – 5000

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

5042. That the Board approves maintaining an out-of-district placement at Eden Institute for Student ID# ODP-0208 and the following costs, effective date to be determined through June 30, 2008.

Tuition	Extended Day Program	Transportation
\$260.88 per diem	\$36.00 per diem (45 days)	\$320.80 per diem
\$19,305.12 Total	\$1,620.00 Total	\$23,739.92 Total

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 previously submitted and presented to the Board:

6080. That the Board approves the Local Professional Development Plan 2008-2009 as previously submitted.

6081. That the Board authorizes the Superintendent to apply for the Picturing America Grant that will supply posters and resource books to the Media Center.

AYES: Forest, Jones, Kopka, Lowe, Mess, Roseman, Noble NAYS: None

RED BANK BOROUGH BOARD OF EDUCATION
 RED BANK, NEW JERSEY
 BOARD OF EDUCATION
 PUBLIC MEETING – FEBRUARY 26, 2008
 MINUTES

3248. ADOPTION OF THE PRELIMINARY BUDGET 2008-2009

To approve the adoption of the 2008-2009 budget including travel and expense reimbursement per code as presented.

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

BE IT RESOLVED that the following tentative budget be approved for the 2008-2009 School Year. The school district has proposed programs and services in addition to the Core Content Curriculum Standards adopted by the State Board of Education. Information on this budget and the programs and services it provides is available from the district.

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	13,356,716	
Capital Outlay	198,000	
Total General Fund	\$ 13,554,716	11,604,290
Total Special Revenue Fund	\$ 1,659,573	n/a
Total Debt Service Fund	\$ 604,984	\$ 604,984
Totals	\$ 15,819,273	\$ 12,209,274

BE IT FURTHER RESOLVED to acknowledge that the 2008-2009 budget as described above results in a general fund tax levy of \$11,604,290, a debt service fund tax levy of \$604,984 and a total tax levy of: \$12,209,274

COMMENT: As the Chair of the Finance Committee, Mr. Forest commented that it was a pleasure to be a part of the budget process for the 2008-2009 school year. He felt the district made some tough decisions to keep our increase down. He stated it was remarkable that the district is able to keep our increase at one cent considering the wonderful things that we are doing. He stated that the students at Red Bank Borough Public Schools are receiving an excellent education in an efficiently run school district.

There was a comment that the substantial surplus was the result of careful management resources of the Superintendent and Business Administrator. There was also a remark that the students who presented this evening were a reflection of why the district budgets the resources the way it does.

There was a question on the surplus amount of approximately \$942,000. Originally the district was going to budget maintenance items in a Statement of Purpose, but it was determined to use a surplus to offset items budgeted within the 2008-2009 budget program. Ms. Darrow advised the Board that the projects that are being proposed can be finished in the 2008-2009 school year. In discussing the surplus it was noted that the surplus came from the 2006-2007 budget, a budget not prepared through a zero based budgeting process. Ms. Darrow also advised the Board that she does not anticipate a large surplus at the end of the 2007-2008 school year. The surplus reflects additional grant funds the district received through a private donor, a result of freezing accounts on December 1, 2007; as well as savings in Special Education out-of-district expenses for tuition and transportation the district realized when bringing students back to the district.

AYES: Forest, Jones, Kopka, Lowe, Mess, Roseman, Noble NAYS: None

11. HEARING OF PUBLIC - NONE

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING – FEBRUARY 26, 2008
MINUTES

12. OLD BUSINESS

The Budget Rollout Calendar was reviewed. Mrs. Morana reminded the Board that there will be a meeting with Mayor Menna to review the district budget.

13. NEW BUSINESS

There was the reminder of the African-American Presentation being held at the Middle School on February 27.

14. EXECUTIVE SESSION

At 9:45 pm the Board moved to Executive Session.

15. ADJOURNMENT

Upon return from Executive Session at 10:40 pm the meeting was adjourned.

Respectfully submitted,

Anne E. Darrow
Board Secretary/School Business Administrator