

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING – JUNE 10, 2008  
MINUTES

1. CALL TO ORDER

Board President Peter Noble called the June 10, 2008 Board Meeting of the Red Bank Board of Education to order at 7:06 pm.

2. SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted April 22, 2008. 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

At 7:07 pm, having no quorum, the Board recessed until 7:20 pm.

4. FLAG SALUTE

Mr. Noble led the Pledge to the Flag.

5. RESOLUTION FOR EXECUTIVE SESSION

At 7:21 pm Mr. Forest motioned, seconded by Ms. Roseman, to go into Executive Session.

6. PUBLIC SESSION

The Board returned to Public Session at 8:00 pm

Present: Mr. Forest, Ms. Kopka, Miss Lowe, Ms. Mess, Ms. Roseman, Mr. Noble.

Absent: Ms. Goldman, Ms. Jones, Ms. Lewis

Also Present: Mrs. Morana, Superintendent; Peter Sokol, Esq.

7. CORRESPONDENCE

Letter from the Red Bank Borough Education Association

8. SUPERINTENDENT'S REPORT

A. Recruitment/Hiring of Middle School Principal

Mrs. Morana explained the hiring process for the Middle School principal. A committee will be convened to consist of School Improvement Team members, support staff, and three parents. They will review applications of qualified candidates, interview candidates, and bring their choices to Mrs. Morana. Mrs. Morana will then bring her recommendation to the Board of Education for approval. Her expectation is that this should take several weeks to complete the process. We will approve Mrs. Maria Iozzi as the interim principal one month at a time as needed. Mrs. Morana also stated that we are coming along with hiring of teachers.

B. New Regulations Update

C. Volunteer Recognition Celebration

Mrs. Morana thanked Ms. Lewis, Ms. Roseman, and everyone else who worked so hard on the Volunteer Recognition. Board members commented on how well the event was received, how nicely it was attended, and how fortunate we were to have businesses donate so much delicious food.

D. NCLB Allocation 2008-2009

Mrs. Morana reviewed the new NCLB allocation for 2008-2009 that were just received by the district. We are scheduled to receive an additional \$284,554 which will enable us to reassess what we have budgeted through local funds.

E. Summer Program

Mrs. Morana indicated that the summer program is coming along and they are making minor adjustments to the information on the program. On June 19 there will be an information session for all parents that will allow them to ask any questions they may have about the program. There was a comment from a

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Board member that an applicant for a summer job as a counselor was told Parks and Recreation did not have any participants for their program, and therefore could not hire him. Mrs. Morana will follow up. However, we have over 100 students enrolled in our program. There is also a question about whether the district was charging for the academic portion of the program. Mrs. Morana explained that the district is not charging and will not be receiving any funds for the program.

### F. Primary School Fill Project

Ms. Darrow advised the board that Cranmer Engineering had delivered our application to the Department of Environmental Protection last week and reviewed the application with the DEP representative. Cranmer Engineering was required to send a notice to residence within 200 feet of the Primary School that a project was taking place. Ms. Darrow received a call from a resident who had questions about the project and also has an interest in joining the Facilities Committee as a community member.

## 9. PRESIDENT'S REPORT

### ❖ American Athletic Institute Meeting, Red Bank Regional High School

Mr. Noble provided an overview of the meeting that took place at Red Bank Regional High School (RBRHS) regarding juvenile alcohol use. He stated it was an eye-opening experience and hopes the district can participate in training provided by the organization. Mrs. Morana explained that RBRHS is organizing a session with the surrounding districts and Red Bank Board of Education will participate.

### ❖ Committee Report—Updates from Facilities, Curriculum, and Finance Committees.

Chapter 53 requires boards of education to permit the public to comment on any changes or amendments to certain administrative contracts as they are annually renewed. Tonight we are permitting comment on the contract of our School Business Administrator, Annie Darrow.

Ms. Darrow is our chief school financial officer and is responsible for the development, preparation, and management of our district's \$15 million budget. Ms. Darrow oversees districtwide payroll and accounting operations and ensures that the district is compliant with all state and federal reporting requirements. The Departments of Transportation, Food Services, and Facilities are also under Ms. Darrow direction.

Ms. Darrow is the caretaker for all district records and is principally responsible for preparing board agendas and keeping accurate records of board actions. Ms. Darrow manages the districts risk insurance program including property, liability, and auto coverages. Pursuant to statute, Ms. Darrow is the district's Purchasing agent and is responsible for the procurement of all goods and services and he ensures that all purchasing is consistent with law, code, and regulation.

To be sure that Ms. Darrow is maintaining accurate and complete records pursuant to generally accepted accounting principals, the district is required annually to hire an independent accounting firm to review and prepare a Comprehensive Annual Financial Report. This report is reviewed annually by the board and is filed with the Department of Education.

WHEREAS, the State of New Jersey has enacted *P.L.2007, c.53, An Act Concerning School District Accountability*; and

WHEREAS, Section 5 of the Act amended *N.J.S.A. 18A:11-11* to require [boards of education/charter school trustees] to provide public notice 30 days prior to the renegotiation, extension, amendment, or alteration of an employment contract with the superintendent of schools, assistant superintendent of schools, or school business administrator; and

WHEREAS, Said public notice was provided to the public via posting in the Red Bank Borough Board of Education office located at 76 Branch Avenue, Red Bank, NJ and on the district's public website on May 16, 2008, to the district's official newspapers, the Asbury Park Press, the Two River Times and the Hub for publication, and filing on May 16, 2008, with the clerk of Red Bank Borough for public posting on May 16, 2008; and

WHEREAS, Section 5 of the Act amended *N.J.S.A. 18A:11-11* to require [boards of education/charter school trustees] to provide public notice of a public hearing 10 days prior to the renegotiation, extension, amendment, or alteration of an employment contract with the superintendent of schools, assistant superintendent of schools, or school business administrator; and

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WHEREAS, Said public notice of a public hearing was provided to the public via posting in the Red Bank Borough Board of Education office located at 76 Branch Avenue, Red Bank, NJ and on the district’s public website on May 16, 2008, to the district’s official newspapers, the Asbury Park Press, the Two River Times and the Hub for publication, and filing on May 16, 2008, with the clerk of Red Bank Borough for public posting on May 16, 2008; now therefore be it

RESOLVED, That the Red Bank Borough Board of Education/trustees hereby designates this evening, 8:00 PM at the Red Bank Middle School as the public hearing required by the Act.

Members of the public are invited to submit public comments regarding the renegotiation of the Business Administrator’s employment agreement. The board, pursuant to *N.J.S.A. 10:4-12(b)*, the *Open Public Meetings Act*, shall not publicly discuss personnel matters and shall not respond to comments made by members of the public; however, the board will give all comments appropriate consideration.

Please be aware that the subject of this hearing retains the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public.

10. HEARING OF PUBLIC - NONE

11. ACTION AGENDA

Ms. Roseman motioned, seconded by Ms. Kopka, to accept 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:

3276. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Laura Morana	06/23/08 – 07/01/08	Bejing, China	\$900.00 Registration	2008 Chinese Bridge Delegation	11-000-230-890-000
Rick Cohen	06/30/08 – 07/08/08	Boston, MA	\$1,995.00 Tuition \$1,035.00 Housing \$259.40 Travel \$386.00 Per Diem	Harvard’s Graduate School of Education Summer Institute	11-000-240-500-001

**COMMENT:** Mrs. Morana provided background on her trip to China. The Board is receiving this last minute because Mrs. Morana had not received the correspondence on this trip opportunity and heard about it through a colleague. There was a cancellation which allows Mrs. Morana to take part in the delegation.

There was clarification given on the per diem rate on Mr. Cohen’s travel. It is the total per diem allowed minus several meals that are included with the workshop.

There was a question about whether Mrs. Morana’s trip to China is the same trip that administrators went to the previous year. Mrs. Morana explained that it was the same trip.

3277. RESOLUTION ADOPTING HORIZON HEALTH CARE INSURANCE AGENCY TO ENABLE CASH-IN-LIEU OF BENEFITS

Whereas, Section 125 of the Internal Revenue Code allows the employee option of Cash-In-Lieu of Benefits; and

Whereas, the Red Bank Board of Education wishes to adopt such a Premium Only Plan within the context of Section 125 of the Internal Revenue Code for the benefit of employees; and

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Now, Therefore, Be It Resolved by the Red Bank Borough Board of Education of Monmouth County and the State of New Jersey as follows:

The Board hereby adopts Horizon Health Care Insurance Company consisting of the Premium Only Plan, the Adoption Agreement, and component benefit plans and policies, effective as of the date specified in the Adoption Agreement.

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:

4543. That the Board approves Francisco Vargas as Substitute Custodian, effective May 30, 2008 through June 30, 2008, at the rate of \$10.00 per hour.

**COMMENT:** There was clarification given on the effective dates of Mr. Vargas. All custodial staff, including substitutes, are approved for the current school year only.

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:

6095. That the Board authorizes the Superintendent to amend the No Child Left Behind (NCLB) Title I grant allocation, to transfer the remaining SES funds to instructional programs and professional development as follows.

Account Description	Account Number	Original Amount	Adjustment	Amended Amount
Purchased Technical Services – SES	20-231-100-300-004	\$90,194	\$40,413	\$49,781

AYES: Forest, Kopka, Lowe, Mess, Roseman, Noble

NAYS: None

12. OLD BUSINESS

- ❖ The Business Administrator reminded the Board about the October New Jersey School Boards Association Workshop and the regulations regarding sharing of rooms. There was discussion about the quality of professional development at the workshop in comparison to other opportunities.

13. NEW BUSINESS - NONE

14. ADJOURNMENT

Mr. Forest motioned, seconded by Ms. Mess, to adjourn the meeting.

AYES: Forest, Kopka, Lowe, Mess, Roseman, Noble

NAYS: None

Meeting adjourned at 9:12 pm.

Respectfully submitted,

Anne E. Darrow

Board Secretary/School Business Administrator