

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
DECEMBER 8, 2009

MINUTES

1. CALL TO ORDER – meeting called to order at 7:04 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 28, 2009. 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: Ben Forest, Grace Costa, Janet Jones, Rosemarie Kopka, Marjorie Lowe, Carrie Ludwikowski, Ann Roseman

Absent: Peter Noble, Laura C. Morana

Also present: Armen McOmber, Esq.

4. FLAG SALUTE

Ms. Roseman led the Flag Salute.

5. RESOLUTION FOR EXECUTIVE SESSION

Mr. Forest motioned, seconded by Ms. Roseman, to convene to Executive Session

- A. Superintendent's Evaluation
- B. Personnel—Leave of Absence
- C. Attorney-Client Privilege
- D. Negotiations Update

6. RETURN TO PUBLIC SESSION – 8:00 pm

7. SUNSHINE STATEMENT

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8. ROLL CALL

Present: Ben Forest, Grace Costa, Janet Jones, Rosemarie Kopka, Marjorie Lowe, Carrie Ludwikowski, Ann Roseman

Absent: Peter Noble, Laura C. Morana

9. SUPERINTENDENT'S REPORT

A. Swimmy Presentation – Middle School Physical Education Teachers

In Dr. Morana's absence, Ms. Darrow introduced Jayne Frankenfield, who provided background on a technology project created through collaboration of the Middle School Physical Education and Art teachers. Ms. Berger and Mr. DeFilippis, Physical Education teachers, along with their students, demonstrated the project that was based on the book Swimmy. (Dr. Doherty, Middle School Art Teacher was unable to be present.)

B. Health Plan Presentation – Gary Goldfarb, LDP Consulting Group

Mr. Goldfarb reviewed the current status of the state health benefits plan increases. Due to the district's positive claim experience we were able to receive a competitive quote for health insurance outside the state plan. He explained that the plan is equal to or better than the state health plan.

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10. CORRESPONDENCE – NONE

11. REVIEW OF REGULAR MEETING AGENDA

There was a discussion about the Standard Operating Procedures manual. Ms. Darrow explained that the New Jersey accountability regulations require districts to have this manual in place. She provided copies for those who wish to have a hard copy and will be emailing the draft to Board members.

12. PRESIDENT'S REPORT

- A. NJSBA Workshop Summary – Tabled due to Mr. Noble's absence.
- B. NJSBA Delegate Assembly Report – Tabled due to Mr. Noble's absence.

C. AVID Juntos Conference Summary

Ms. Roseman reported on the workshops she attended during the conference. She highlighted one session that addressed ESL Bilingual students' success in high school. In Texas one middle school provided an Advanced Placement class in Spanish for ESL Bilingual students. This provided them with experience in the type of coursework that is required in high school. These students were historically in basic level classes and had difficulty adjusting to the rigor of high school studies. By participating in the Advanced Placement classes, students gained experience in the expectations of a rigorous curriculum.

Ms. Ludwikowski's report will be presented at a future meeting.

- D. November 10, 2009 Meeting Analysis – Tabled due to Mr. Noble's absence.

E. Board Vacancy

Ms. Darrow indicated that we have not received applications for the Board vacancy. It was requested that Board members reach out to the community. Board members requested copies of the application.

13. HEARING OF PUBLIC

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Bylaw #060 reads . . . "Any individual deciding to speak shall sign the speaker's sheet before the business of the meeting has begun. Please include your name, address and group or organization you represent. All comments will be directed to the Chair. Speakers shall be limited to one (1) turn of five (5) minutes.

- Mr. David Prown, 44 Hillside Place, Red Bank
- Boys' & Girls' Club
- Orientation at Red Bank Regional High School

14. 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. 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.

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15. ACTION AGENDA

Ms. Kopka motioned, seconded by Ms. Jones, 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:

3105. TRAVEL

| Name | Date/Time | Location | Fee | Theme | Account # |
|--------------------|------------------------------------|------------------------|----------|--|----------------------------|
| Diane Dublirer | 12/15/09 10:00 a.m. – 2:00 p.m. | Eatontown, NJ | \$0.00 | Systems 3000 Payroll – Year End Review | NA |
| John Bombardier | 12/16/09 8:00 a.m. – 4:00 p.m. | East Rutherford, NJ | \$145.00 | NJ Association of Federal Program Administrators | 20-231- 200-500- 004 |

3106. BUDGET TRANSFERS

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

3107. BILLS PAYMENT

To approve payment of final bills for October 2009 and for bills as of November 2009, previously distributed in writing to the Board.

3108. APPROVAL OF SECRETARY/TREASURER’S REPORT

Pursuant to 18A:6-59

Approve the October 2009 Report of the Treasurer and the October 2009 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.

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:

4815. That the Board approves a paid leave of absence for Michael Melton, effective December 1, 2009 through December 31, 2009.

4816. That the Board approves the appointment of Felicia Wilson as Middle School Night Custodian, at a prorated annual salary of \$26,850.00, plus a night differential of \$1,600.00 and a \$200.00 stipend for holding a Black Seal License pending receipt of renewal, effective December 9, 2009 through June 30, 2010, pending a positive 90-day probation period. Account #11-000-262-100-005

4817. That the Board approves the following as Guest Teachers, effective December 9, 2009 through June 30, 2010.

Lauren Coleman
Thomas Schroll

Nicole McKelvin

Ashley Murga

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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 home instruction for Student ID# S27656, not to exceed 10 hours per week, effective December 1, 2009 until an appropriate educational placement is made. Account #11-150-100-320-000

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:

6058. 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.

| Location | Date |
|---|--------------------------------|
| Town Lighting Ceremony, Red Bank, NJ | 11/27/09 |
| Lowes Theater, Eatontown, NJ Grades 4-8 Incentive Trip | 12/07/09 |
| Count Basie Theatre, Red Bank, NJ Grade 2 Incentive Trip | 12/10/09 |
| The Nutcracker, Dance Innovations, Morristown, NJ 21 st CCLC Grant | 12/12/09 |
| Middle School (SWAT Students with Ability to Teach) Team (21 st CCLC), Red Bank Primary School, Red Bank, NJ | 12/7/09, 12/14/09, 12/21/09 |
| Holiday Express, Shrewsbury, NJ | 12/11/09 & 12/18/09 |
| Two River Theater, Red Bank, NJ Grade 3 | 12/21/09 |

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:

9006. That the Board approves the following policies for first reading:

| | |
|---|-----------------|
| Legal Services | Policy No. 3572 |
| Professional Services | Policy No. 3573 |
| Staff Development: In-service Education | Policy No. 4131 |
| Evaluating and Reporting of Student Performance | Policy No. 5124 |
| Automated External Defibrillators (AEDs) | Policy No. 3574 |
| School Chief Administrator (CSA) Evaluation | Policy No. 2131 |

COMMENTS:

- **The Board addressed one member’s intent to comment on issues outside of the agenda items. It was requested that this Board member hold comments until “old business”.**
- **A Board member was concerned about comments and concerns on the process of the agenda and specifically the first reading of policies. She indicated she had issues with the policies but wanted to wait until the next Board meeting.**
- **Board members requested that if a Board member had issues, questions, or concerns with the Board policies that it would be appropriate to discuss them this evening since changes could be made for the second reading on December 15. The Board member did not wish to do this and stated that she would hold those comments until December 15.**

AYES: Forest, Jones, Kopka, Lowe, Ludwikowski, Roseman
 NAYS: None ABSTENTIONS: Costa

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11. HEARING OF THE PUBLIC - NONE

12. OLD BUSINESS

- A Board member expressed desire to have each agenda item taken separately. Board members responded that they have the option to request any items they feel need to be separate taken as such at every meeting. Board member with the concerns indicated that receiving a final agenda the evening of the meeting causes confusion to identify any changes. Ms. Darrow indicated that perhaps having any changes highlighted in bold would be helpful to identify the few instances where this occurs, but in this instance there were no changes.

Mr. McOmber indicated that the district's procedure for voting on the agenda is very common and appropriate, based on the wishes of the Board as a whole. The Board member with the concern stated that she feels this provides an atmosphere that all items are not important, to which a Board member responded that moving the agenda as a whole does not diminish the importance. It was reiterated that at any time a Board member may have an item moved separately and often times this does happen.

Ms. Darrow reminded the Board of a statement at the beginning of the meeting that indicates that although it may appear that the Board is taking action with very little comment, these are not new items to the Board, as the items have been discussed at committee meetings, reported out by the committees, discussed in the superintendent's weekly updates; and at any time if a board member has a question, comment, or concern they have the ability to ask.

One Board member made a comment that due to the Board member concerns, years of experience on a different board of education, perhaps it just will take some getting used to, and the Board has heard her concerns and has addressed some of them.

Mr. McOmber stated that at no time does or should a Board member feel compelled to vote on an item, but should express concerns regarding that item during the appropriate portion of the meeting.

13. NEW BUSINESS

- Ms. Darrow indicated that she spoke with Dr. Morana who stated that the trip to China has provided her with numerous opportunities to network with other administrators, as well as visit classrooms. Dr. Morana looks forward to an upcoming session that will discuss evaluating teachers of Chinese and other funding sources to support the program.
- Ms. Darrow distributed Board members' membership cards from NJSBA.
- Ms. Darrow will email the Standard Operating Procedures Manual draft.

14. ADJOURNMENT

Ms. Kopka motioned, seconded by Ms. Costa, to adjourn the meeting. Meeting adjourned at 9:20 pm.

Respectfully submitted,

Anne E. Darrow
Board Secretary/School Business Administrator