

RED BANK BOROUGH BOARD OF EDUCATION  
76 BRANCH AVENUE, RED BANK, NJ 07701  
MINUTES

May 3, 2010 Reorganization Meeting

1. Call to Order – at 7:30 pm by Annie Darrow.

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.

OATH OF OFFICE

2. Board Secretary administers Oath of Office to newly-elected Board members.  
3-Year Terms: Ben Forest, Marjorie Lowe and Layli Whyte

3. Roll Call of Membership  
Present: Grace Costa, Ben Forest, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Peter Noble, Ann Roseman, Layli Whyte  
Absent: Rosemarie Kopka  
Also present: Laura C. Morana, Superintendent; Peter Sokol, Esq.

4. Notice of Meeting  
The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of, and to attend, the meetings of public bodies at which any business affecting their interests is discussed or agreed upon. In accordance with the provisions of this Act, the Red Bank Borough Board of Education, at its Annual Organization Meeting, adopted a schedule of the year's regular meetings and said schedule was posted publicly, per code, and sent to the Borough Clerk within seven days following the April 28, 2009, Organization Meeting. Legal notice of this meeting was transmitted to the Municipal Clerk and posted in the *Asbury Park Press*, *The Hub*, and the *Two River Times* per code.

5. Pledge to the Flag  
Ms. Darrow led the Pledge to the Flag.

6. Report of the Secretary on the results of the Annual School District Election

The Annual School Election of the Red Bank Borough Board of Education was held on Tuesday, April 20, 2010, in accordance with school law. There were eight polling places: 1 - Hook & Ladder Fire House., 2 - Independent Fire House., 3 – First Church of Christ Scientist, 4 - United Methodist Church, 5 - Trinity Episcopal Church, 6 – Calvary Baptist Church, 7 – Red Bank Senior Center and 8 - Red Bank Housing Authority. Polls were open from 2:00 p.m. to 9:00 p.m.

The tally of votes, including absentee ballots, is as follows:

For membership in the Board of Education (three three-year terms):

1.	Name	Votes
	Ben Forest	544
	Marjorie Lowe	36
	Layli Whyte	22

General Fund Tax Levy of \$12,039,451

For: 413 Against: 401

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ELECTION OF PRESIDENT

7. Nominations for President received by Board Secretary (seconds not necessary):  
Motion by Mr. Forest to Nominate Ann Roseman  
Motion by Ms. Costa to Nominate Ben Forest

Board Secretary asks for consent of nominees: "Do you consent to having your name placed in nomination for the office of Board President?"

Ms. Roseman accepts nomination; Mr. Forest declines nomination.

Board Secretary requests motion to close Board President nominations:

Motion by Mr. Noble, seconded by Ms. Costa.

Roll call vote:

AYES: Costa, Forest, Jones, Ludwikowski, Noble, Roseman, Whyte

NAYS: None                    ABSTENTIONS: Lowe                    ABSENT: Kopka

Board President, Ann Roseman, assumes chair of meeting.

ELECTION OF VICE PRESIDENT

8. Nominations for Vice President received by newly-elected President; nominations closed; roll call, vote.  
Motion by Ms. Jones to Nominate Ben Forest

Board Secretary asks for consent of nominees: "Do you consent to having your name placed in nomination for the office of Board Vice President?"

Mr. Forest accepts nomination.

Board Secretary requests motion to close Board Vice President nominations:

Motion by Ms. Costa, seconded by Ms. Jones

Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: None                    ABSTENTIONS: None                    ABSENT: Kopka

Ms. Ludwikowski motioned, seconded by Ms. Whyte, to accept:

BE IT RESOLVED by the Red Bank Borough Board of Education to approve the following:

OPEN PUBLIC MEETINGS ACT

9. WHEREAS the Open Public Meetings Act requires public bodies to announce at least once each year a schedule of regular meetings to be held by it during the succeeding year, NOW, THEREFORE, BE IT RESOLVED by the Red Bank Borough Board of Education that the following meeting schedule be adopted:

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OPEN AGENDA PREPARATION WORK SESSIONS

Second Tuesday of each month in the Middle School Media Center, 101 Harding Road, Red Bank, New Jersey, except as noted by asterisk (\*). Executive Session begins at 7:00 p.m. and the Public Session begins at 8:00 p.m. Formal action may be taken at these meetings.

June 8, 2010  
August 10, 2010  
September 14, 2010  
October 12, 2010  
November 9, 2010  
December 14, 2010  
January 11, 2011  
February 15, 2011\*  
March 22, 2011\*  
April 5, 2011\*  
May 10, 2011\* (Reorganization Meeting)

REGULAR MEETINGS

Third Tuesday of each month at 7:30 p.m. in the Primary School Cafeteria, 222 River Street, Red Bank, New Jersey, except as noted by an asterisk (\*). Formal action will be taken at these meetings.

May 11, 2010  
June 15, 2010  
July 20, 2010\*\* begins @ 5:30 PM in the Middle School Media Center  
August 17, 2010\* will be held in the Middle School Media Center  
September 21, 2010  
October 19, 2010  
November 16, 2010  
December 21, 2010  
January 18, 2011  
February 22, 2011\* (Preliminary Budget approval—date may be adjusted based upon NJDOE budget calendar)  
March 29, 2011\* (Budget Hearing/Regular Meeting – date may be adjusted based upon NJDOE budget calendar)  
April 12, 2011\*

\*\*A Board Retreat will be held prior to the regular meeting on Tuesday, July 20, 2010 at 5:30 p.m. in the Middle School Media Center. The agenda to the extent known consists of a discussion of Board of Education roles and responsibilities led by a field representative from New Jersey School Boards Association.

Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: None

ABSTENTIONS: None

ABSENT: Kopka

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

ADOPTION OF THE NEW JERSEY SCHOOL BOARD MEMBER CODE OF ETHICS

10. It is recommended that each year boards of education review and endorse the New Jersey School Boards Association's Code of Ethics, thereby affording individual members the opportunity to declare themselves willing to abide by these principles. The following action will renew this commitment.

**COMMENT:** The New Jersey School Board Member Code of Ethics was read aloud by the Board members.

BE IT RESOLVED that the Red Bank Borough Board of Education adopts the following New Jersey School Board Member Code of Ethics.

- A. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- B. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools, which meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- C. I will confine my board action to policymaking, planning and appraisal, and will help frame policies and plans only after the board has consulted those who will be affected by them.
- D. I will carry out my responsibility, not to administer the schools, but, with my fellow board members, see that they are well run.
- E. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action, which may compromise the board.
- F. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- G. I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. But, in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- H. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I. I will support and protect school personnel in the proper performance of their duties.
- J. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.
- K. I will behave toward my fellow board members with the respect due their office –demonstrating courtesy, decorum and fair play at all public meetings and in all public statements.
- L. I will refrain from inappropriate conduct in public meetings and in making public statements, refraining from any disparagement of my fellow Board members or others on a personal, social, racial, or religious basis.

Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: None

ABSTENTIONS: None

ABSENT: Kopka

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ADOPTION OF ROBERTS RULES OF ORDER – **Request to take this motion separately.**

11. That the board adopts Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings for the 2010-2011 school year.

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

OPERATION OF DISTRICT

12. That authorization is granted for continuation of the operation of the Red Bank Borough School District for the 2010/2011 school year under the administrative rules and regulations, by-laws, board policies, curricula (NJCCCS) and guides, school health nursing services plan, textbooks, library books, courses of study and multi-year contracts previously adopted. Further, the Superintendent and Business Administrator are authorized to implement the 2010/2011 budget pursuant with local and state policies and regulations.

Curriculum Guides – Attachment A  
Textbook Adoptions – Attachment B  
School Health Services Plan – Attachment C

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following:

13. BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following appointments for the 2010-2011 school year:

CUSTODIAN OF RECORDS

- A. BE IT RESOLVED that Anne Darrow be named to serve as Custodian of Records for the Red Bank Borough Board of Education from July 1, 2010 to June 30, 2011.

QUALIFIED PURCHASING AGENT/SCHOOL FUNDS INVESTOR

- B. To authorize Anne Darrow as Qualified Purchasing Agent with a bid threshold of \$29,000 (quote threshold \$4,350) and as School Funds Investor pursuant to 17:12B-241 effective July 1, 2010 through June 30, 2011.

AFFIRMATIVE ACTION OFFICER/PUBLIC AGENCY COMPLIANCE OFFICER

- C. To appoint Anne Darrow as Affirmative Action Officer/Public Agency Compliance Officer effective July 1, 2010 through June 30, 2011, and authorize her to oversee district compliance with NJAC 6A:7 and Title IX of the Education Amendments of 1972, the development of the district's Comprehensive Equity Plan and implementation over a three year period, conduct or coordinate annual required in service equity training for all staff.

DISTRICT HOMELESS LIAISON

- D. To approve Anne Darrow, School Business Administrator, to serve as the district's homeless liaison for the 2010-2011 school year.

TREASURER OF SCHOOL MONIES

- E. To appoint Frank Mason as Treasurer of School Monies at an annual salary of \$4,120 effective July 1, 2010 through June 30, 2011.

INTEGRATED PEST MANAGEMENT

- F. To appoint Michael Isley as Integrated Pest Management Coordinator effective July 1, 2010 through June 30, 2011 to oversee all activities related to integrated pest management and pesticide use in the district.

14. BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following professional services appointments for the 2010-2011 school year. By statute these do not require bids but do require Political Contribution Disclosures.

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SCHOOL AUDITOR

- A. To appoint the accounting firm of Hutchins, Farrell, Meyer & Allison as School Auditors at an annual fee of \$30,525 effective July 1, 2010 through June 30, 2011.

SCHOOL ATTORNEY

- B. To appoint the firm of McOmber & McOmber as School Attorney at an annual retainer of \$12,000 per a separate retainer agreement, with a \$140 hourly billing rate for extra services effective July 1, 2010 through June 30, 2011.

MEDICAL INSPECTOR/SCHOOL PHYSICIAN

- C. To appoint Dr. Robert Morgan as Medical Inspector/School Physician at an annual salary of \$5,500 effective July 1, 2010 through June 30, 2011.

PROFESSIONAL CONSULTANTS

- D. To approve the appointment of Boynton and Boynton Insurance Group, New Jersey School Boards Insurance Group, Monmouth-Ocean Counties Shared Services Insurance Fund (MOCSSIF), and LDP Benefits Consulting, to provide insurance services which may be awarded by resolution without public advertising for bids per NJSA 18A:18A-5, effective July 1, 2010 through June 30, 2011. By statute these do not require bids but do require Political Contribution Disclosures.

- E. To approve the appointment of the following Brokers of Record for provision of employee contributions of 403(b) tax shelter annuities effective July 1, 2010 through June 30, 2011:  
AXA Equitable  
MetLife  
Valic

STANDARD OPERATING PROCEDURE MANUAL 2010-2011

- F. To approve the district's Standard Operating Procedure Manual for the 2010-2011 school year.

15. BE IT RESOLVED by the Red Bank Borough Board of Education to approve the following for 2010-2011:

DESIGNATION OF DEPOSITORIES/SIGNATORIES

- A. That PNC Bank, NA, is approved as the official depository for the Board of Education funds for the period July 1, 2010 through June 30, 2011, with the following additional depositories authorized: Bank of America, Bank of New York, Commerce Bank, JP Morgan Chase, State of New Jersey Cash Management Fund. Authorization is granted for the execution of all necessary signature cards for bank accounts maintained by the Red Bank Borough Board of Education.

General Fund checking	President or Vice President, Board Secretary and Treasurer (3)
Petty Cash checking	Superintendent or Board President and Board Secretary (2)
Payroll	Treasurer and Board Secretary (2)
Payroll Agency	Treasurer and Board Secretary (2)
School Activity Accounts	Respective Principal and Board Secretary (2)

DESIGNATION OF OFFICIAL NEWSPAPERS/WEB SITE

- B. That the *Asbury Park Press*, and the *Two River Times* are designated as official newspapers of the district for the ensuing school year July 1, 2010 through June 30, 2011, and that the Red Bank Borough Board of Education's public school website is designated the official website for the district.

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PETTY CASH

- C. That petty cash funds for 2010-2011 are authorized not to exceed \$2,000 in total per Board Policy 614 effective July 1, 2010 through June 30, 2011.
- D. To authorize Anne Darrow, School Business Administrator; Diane Dublirer, Confidential Payroll Coordinator; and Ivelis Gomez, Assistant to the Business Administrator, to effect wire transfers between financial institutions as necessary in the course of Board of Education business effective July 1, 2010 through June 30, 2011.

16. CONTRACTED PURCHASING SERVICES

- A. To approve continuation of a cooperative purchasing services contract for 2010-2011 school year with Educational Data Services, Inc., 236 Midland Avenue, Saddle Brook, NJ, New Jersey Cooperative Bidding Program for an annual fee of \$2,580.00.
- B. To approve continuation of a cooperative pricing system for the purchase of goods and services with Middlesex Regional Educational Services Commission for 2010-2011 school year.

REQUISITION OF TAXES

- 17. F. That the Borough of Red Bank is requested to provide local tax levy funds for the 2010-2011 school year per the following schedule:

General Fund:	July 2010-May 2011	\$1,003,288.00
	June 2011	\$1,003,283.00
	Total:	\$12,039,451.00

General Fund payments are due no later than the 15<sup>th</sup> of each month.

Debt Service:	July 1, 2010	\$289,140.00
	December 1, 2010	\$289,140.00
	Total:	\$578,280.00

- 18. BE IT RESOLVED by the Red Bank Borough Board of Education to approve the following:

COMMITTEE APPOINTMENTS

The Board President will make committee appointments as appropriate. Committees for 2010-2011 are:

- Community Relations
- Finance
- Facilities
- Personnel – committee as a whole
- Policy
- Curriculum
- Negotiations

**COMMENT:** Ms. Roseman stated that each Board member received a form to indicate their interest to serve on a committee. She requested that they choose a committee and return the completed form to her.

TRAVEL AND EXPENSE REIMBURSEMENT – 2010-2011

- 19. 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

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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 \$1000.00 per staff member where prior Board approval shall not be required unless this annual threshold for a 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 \$150,000 for all staff and board members.

Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: None

ABSTENTIONS: None

ABSENT: Kopka

**ADOPTION OF ROBERTS RULES OF ORDER – Request to take this motion separately.**

11. That the board adopts Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings for the 2010-2011 school year.

**COMMENT:** Question about how Board members will be trained in Robert's Rules of Order. Ms. Darrow advised the Board that copies of Robert's Rules of Order have been ordered. Each Board member will receive their copy, and training will take place by New Jersey School Boards in August.

Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: None

ABSTENTIONS: None

ABSENT: Kopka

**I. SUPERINTENDENT'S REPORT**

**A. Report of District Goals**

Dr. Morana updated the Board of Education on the progress being made towards the district goals. She indicated that assessments are being given to students during the month of May, and we will await the results to determine the progress that is made by our students. Dr. Morana then suggested that we revisit the district goals once the assessment results are in.

Dr. Morana stated that data analysis, fiscal information, and partnership opportunities are all being addressed in a positive manner. The district has had an opportunity to work with prestigious universities who continue to provide support for the district, as well as the ability to highlight our successes.

**B. Summer Program 2010**

Dr. Morana provided an overview of the summer program activities. The program is a partnership between the district, Red Bank Borough, and collaboration with the Boys & Girls Club, Count Basie Theater, Navesink Maritime Heritage Association River Rangers, and the New Jersey Marine Sciences Consortium. The program will run from July 5 through August 13.



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Transportation is provided from the Primary School to the Middle School, and after-care will be made available.

This evening there was an information session for families, and other sessions are scheduled. Breakfast and lunch will be provided for all students, and field trips will be scheduled on a rotating agenda.

**QUESTIONS:**

- Is this program for all children of Red Bank?  
Dr. Morana indicated it is.
- Who is running the management of the program day-to-day?  
Dr. Morana indicated the district has staff members in charge; and the responsibility will be divided by grade level, but staff will work as a team.
- Where is the Boys & Girls Club located?  
They are located on the corner of Bridge Avenue and Drs. James Parker Boulevard.
- Will the program include three and four-year olds?  
Dr. Morana responded only children entering Kindergarten.
- Will the YMCA be using part of the Middle School to provide after-care?  
Dr. Morana said that information on after-care will come directly from the school.
- What has the interest been in the program?  
Dr. Morana stated that approximately 20 families attended this evening's information session and there will another session on Thursday.
- Is there a test of residency?  
Dr. Morana indicated that the office of Parks and Recreation will be verifying addresses and handling all the funds.

II. CORRESPONDENCE

- A. Congratulatory Letter from Senator Beck, Assemblyman O'Scanlon, and Assemblywoman Casagrande

Ms. Roseman read aloud the congratulatory letter.

- B. Letter from Governor Christie

III. PRESIDENT'S REPORT

- A. Committee Structure

Ms. Roseman reminded Board members of the committee interest forms that were given to them in a Friday packet. Ms. Darrow stated that she had additional forms if a Board member needed them.

IV. HEARING OF PUBLIC - NONE

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 with a total public participation not exceeding 60 minutes."

V. ACTION AGENDA

Dr. Morana highlighted additions that were made to the agenda:

- 6007 was a grant that just became available through the work and collaboration with the University of Virginia.
- 6008 is for substitute nursing services through the Visiting Nurse Association. This is due to coverage that is needed for the Preschool program.

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- 4006 is the job description that is required for the CHIPRA Grant.

Miss Lowe motioned, seconded by Mr. Noble, 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:

**3001. TRAVEL**

Name	Date/Time	Location	Fee	Theme	Account #
Martine Porcello	05/04/2010 8:30 a.m. – 12:00 p.m.	Mt. Laurel, NJ	\$0.00	Records Retention & Management	NA
Laura Morana	05/05/2010	W. Long Branch, NJ	Part of Membership	Commissioner Schundler's Vision for the Education of PreK-Grade 12	NA
Laura Morana	05/13/2010 9:30 a.m. – 12:00 p.m.	405-425 University Avenue, Newark, NJ	\$0.00	ACNJ Community Partners Award Recipient	NA
Annie Darrow	05/13/2010 9:30 a.m. – 12:00 p.m.	405-425 University Avenue, Newark, NJ	\$0.00	ACNJ Community Partners Award Presentation Meeting	NA
Christina Vlahos	05/14/2010 9:00 a.m. – 11:30 a.m.	Carteret, NJ	\$0.00	Thorny Issues in Special Education	NA
John Bombardier	05/17/2010 10:00 a.m. – 3:00 p.m.	Brooklyn, NY	\$10.00	AVID District Directors' Meeting	N/A
Laura Morana	05/17/2010 10:00 a.m. – 3:00 p.m.	Brooklyn, NY	\$10.00	AVID District Directors' Meeting	N/A
Michele Klotzkin	05/18/2010 7:30 a.m. – 4:00 p.m.	Somerset, NJ	\$184.00	NJ Teachers of English to Speakers of Other Languages	11-240-100-890-060
Tom Berger	05/19/2010 9:30 a.m. – 12:00 p.m.	Trenton, NJ	\$0.00	Right to Know Survey Workshop	NA
Susan Berrios	05/19/2010 7:30 a.m. – 4:00 p.m.	Somerset, NJ	\$184.00	NJ Teachers of English to Speakers of Other Languages	11-240-100-890-060
Elsida Mazariegos	05/19/2010 7:30 a.m. – 4:00 p.m.	Somerset, NJ	\$184.00	NJ Teachers of English to Speakers of Other Languages	11-240-100-890-060
Damian Medina	05/19/2010 7:30 a.m. – 4:00 p.m.	Somerset, NJ	\$184.00	NJ Teachers of English to Speakers of Other Languages	11-240-100-890-060
Luz Nieves	05/19/2010 7:30 a.m. – 4:00	Somerset, NJ	\$184.00	NJ Teachers of English to Speakers of Other	11-240-100-890-060

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	p.m.			Languages	
Ivelis Gomez	05/26/2010 10:00 a.m. – 1:00 p.m.	Neptune, NJ	\$0.00	Non-Public Transportation Meeting	NA
Annie Darrow	05/26/2010 10:00 a.m. – 1:00 p.m.	Neptune, NJ	\$0.00	Non-Public Transportation Meeting	NA
Nancy Godlesky	05/27/2010 9:30 a.m. – 12:00 p.m.	Neptune, NJ	\$0.00	Criminal History Review Process/Emergent Hiring	NA
Annie Darrow	06/09/2010 10:00 a.m. – 3:00 p.m.	Mercerville, NJ	\$0.00	CHIPRA Outreach Grant Training	NA
Michael Isley	06/09/2010 9:30 a.m. – 12:00 p.m.	Trenton, NJ	\$0.00	Right to Know Survey Workshop	NA
John Bombardier	07/09/2010 8:00 a.m. – 5:00 p.m.	New York, NY	\$0.00	Implementing Equitable Academic & Behavioral Systems to Improve Student Outcomes	11-000-223- 500-004
Richard Cohen	07/09/2010 8:00 a.m. – 5:00 p.m.	New York, NY	\$0.00	Implementing Equitable Academic & Behavioral Systems to Improve Student Outcomes	11-000-223- 500-004
Maria Iozzi	07/09/2010 8:00 a.m. – 5:00 p.m.	New York, NY	\$0.00	Implementing Equitable Academic & Behavioral Systems to Improve Student Outcomes	11-000-223- 500-004
Damian Medina	07/09/2010 8:00 a.m. – 5:00 p.m.	New York, NY	\$0.00	Implementing Equitable Academic & Behavioral Systems to Improve Student Outcomes	11-000-223- 500-004
Laura Morana	07/09/2010 8:00 a.m. – 5:00 p.m.	New York, NY	\$0.00	Implementing Equitable Academic & Behavioral Systems to Improve Student Outcomes	11-000-223- 500-004
John Adranovitz	08/01/2010 – 08/06/2010 8:00 a.m. – 5:00 p.m.	San Diego, CA	\$670.00 Registration \$390.50 Per diem \$523.14 Hotel \$545.00 Transportation	AVID 2010 Summer Institute	20-019-200- 512-AVD
Lauren Chapman	08/01/2010 – 08/06/2010 8:00 a.m. – 5:00 p.m.	San Diego, CA	\$670.00 Registration \$390.50 Per diem \$523.14 Hotel \$545.00	AVID 2010 Summer Institute	20-019-200- 512-AVD

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			Transportation		
Stacy Curcio	08/01/2010 – 08/06/2010 8:00 a.m. – 5:00 p.m.	San Diego, CA	\$670.00 Registration \$390.50 Per diem \$523.14 Hotel \$545.00 Transportation	AVID 2010 Summer Institute	20-019-200- 512-AVD
Stacy Sherwood	08/01/2010– 08/06/2010 8:00 a.m. – 5:00 p.m.	San Diego, CA	\$670.00 Registration \$390.50 Per diem \$523.14 Hotel \$545.00 Transportation	AVID 2010 Summer Institute	20-019-200- 512-AVD

3002. **DONATION**  
To accept with gratitude the generous donation of eight \$10.00 Food Town gift certificates for the Primary School Star Program from an anonymous donor.
3003. **DONATION**  
To accept with gratitude the generous donation of a \$25.00 gift certificate from Food Circus Super Markets towards snacks for students attending Saturday Academy/SES.
3004. **DONATION**  
To accept with gratitude the generous donation of \$33.82 from Mr. Robert MacNeil towards snacks for students attending Saturday Academy/SES.
3005. **DONATION**  
To accept with gratitude the generous donation of Thesauruses to the Middle School worth a value of approximately \$160.00 from the Red Bank Rotary Club.
3006. **CONTRACTED PURCHASING SERVICES**  
To approve continuation of a cooperative purchasing services contract for 2009-2010 school year with Educational Data Services, Inc., 236 Midland Avenue, Saddle Brook, NJ, New Jersey Cooperative Bidding Program for an annual fee of \$2,580.00.
3007. **APPROVAL TO DISPOSE OBSOLETE EQUIPMENT**  
To approve the disposal of obsolete technology equipment at the Middle School and Administration Building per Attachment D.
3008. **BUDGET TRANSFERS**  
To ratify any budget transfers effective March 2010 per the transfer report.
3009. **BILLS PAYMENT**  
To approve payment of final bills for March 2010 and for bills as of April 2010.
3010. **APPROVE MINUTES**  
To approve minutes of the Board meeting of March 16, 23 and 30, 2010.
3011. **APPROVAL OF SECRETARY/TREASURER'S REPORT**

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*Pursuant to 18A:6-59*

Approve the March 2010 Report of the Treasurer and the March 2010 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.

3012. APPROVAL OF LEASE

Approve a 48-month lease, including amortization schedule, with Municipal Capital Corporation of a Savin 9060 for the replacement copiers at the Middle School and Primary School for a cost of \$412.21 per month per machine.

3013. APPROVAL OF LEASE

Approve a 48-month lease, including amortization schedule, with Municipal Capital Corporation of a Savin 9250 for the replacement copier at the Primary School Main Office for a cost of \$212.04 per month

Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: None                      ABSTENTIONS: None                      ABSENT: Kopka

Ms. Jones motioned, seconded by Ms. Ludwikowski, to accept 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:

4001. That the Board accepts with regret the resignation of Diane Jamison, Primary School Bus Aide, effective April 16, 2010.

**COMMENT:** Board member does not agree this should be a resignation “with regret” as his feeling was this was not regretful.

4002. That the Board accepts with regret the resignation of Karen Gerber, for the purpose of retirement, effective July 1, 2010.

4003. That the Board accepts with regret the resignation of Noreen Strohmenger, for the purpose of retirement, effective July 1, 2010.

4004. That the Board accepts with regret the resignation of Heather Savard, due to personal reasons, effective July 1, 2010.

4005. That the Board approves the extension of Michael Melton’s paid leave of absence from May 1, 2010 through May 31, 2010.

4006. That the Board approves the following Job Descriptions.

Special Education Master Teacher/Coach – K – 8

Technology/Media/Attendance Master Teacher/Coach – K – 8

21<sup>st</sup> Century Community Learning Centers Grant Program Coordinator

LAL Master Teacher/Coach – K – 8

Math Master Teacher/Coach – K – 8

NJ FamilyCare School Coordinator

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4007. That the Board approves the appointment of Christina Vlahos as Special Education Master Teacher/Coach K-8, effective September 1, 2010 through June 30, 2011.
4008. That the Board approves the appointment of Kathleen Ward as Technology/ Media/Attendance Master Teacher/Coach K-8, effective September 1, 2010 through June 30, 2011.
4009. That the Board approves the following as Guest Teachers/Nurse effective April 28, 2010 through June 30, 2010.

Patricia Gandolfo  
Jennifer Littman

Josephine Meade  
Kimberly Steinberg

Emily Welch

4010. That the Board approves the following professional development tuition reimbursement as per contract.

Terence McCall                      Fairleigh Dickinson University \$3,462.00  
Personnel & Evaluation  
Course Number – EDUC-6703-83  
Curriculum Program/Evaluation &  
Student Assessment  
Course Number – EDUC-6718-85  
6 Credits @ \$577.00 each  
Fall 2009

Cruz Roolaart                      Thomas A. Edison State College                      \$408.00  
Psychology of Personality  
Course Number – PSY-352-OL009  
3 Credits @ \$136.00 each  
Fall 2009

EXTRA WORK/EXTRA PAY

4011. That the Board approves 1.5 additional hours and compensation for Carol Boehm's participation in the STAR/Before/After School Academic Support Programs Orientation session on November 3, 2009, at the stipulated negotiated contractual rate of \$31.00 per hour. Account #20-231-100-101-011
4012. That the Board approves the revised date for the Middle School's April Family Literacy Night as follows (staff members and compensation previously approved on November 10, 2009):

From:        April 12, 2010  
To:            April 22, 2010

4013. That the Board approves participation and compensation for Toni Graham and Tamara Yates in the Primary School STAR Program Musical Production, not to exceed 20 hours each, at the stipulated negotiated contractual rate of \$31.00 per hour, from April 19 through June 18. Account No. 11-120-100-101-BA1

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:

5001. That the Board approves the attendance and transportation costs for three special education students to attend an eight half-day trial session at the Monmouth County Career Center in Freehold, NJ, from May 18, 2010 through May 27, 2010, from 11:45 a.m. to 2:15 p.m. Account #11-000-270-512-002

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Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: Noble on Motion 4001                      ABSTENTIONS: None                      ABSENT: Kopka

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

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:

6001. That the Board approves the revision to the 2010-2011 school calendar to reflect the following change for spring break:

From: April 25, 2011 through May 2, 2011  
To: April 18, 2011 through April 25, 2011

**Request made to take 6002 separately.**

6002. That the Board recognizes May 3-8, 2010 as Teacher Appreciation Week 2010.

WHEREAS, teachers mold future citizens through guidance and education; and

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

WHEREAS, our community recognizes and supports its teachers in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the Red Bank Board of Education proclaims May 3-7, 2010, to be TEACHER APPRECIATION WEEK; and

BE IT FURTHER RESOLVED that the Red Bank Board of Education strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

6003. That the Red Bank Board of Education deems student participation in curriculum related field trips to be educationally beneficial. Pursuant to regulation 6A:23A-5.8(c)(1), the Board hereby approves the resolution.

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Location	Date
Jenkinson's Aquarium, Pt. Pleasant Beach, NJ (PreK Classes at Primary School and St. Anthony's)	May 7, 2010
NY Aquarium, Coney Island, NY (Grade 1)	May 13, 2010
Jenkinson's Aquarium, Pt. Pleasant Beach, NJ (PreK Classes at MDCC, YMCA, and Tower Hill)	May 13, 2010
The Bronx Zoo, Bronx, NY (Grade 3)	May 26, 2010

6004. That the Board authorizes the Superintendent to lead the PreK-3 Research Program Initiative being sponsored by University of Chicago, effective May 2010 through June 30, 2011.
6005. That the Board authorizes the Superintendent to submit the application for the 21<sup>st</sup> Century Community Learning Center Continuation Grant, 2010-2011, in the amount of \$480,000.00.
6006. That the Board approves Anne Lund, Children's Media Consultant, to present "Children and Electronic Media" to the PTO on April 28, 2010, at a cost of \$350.00. Account #20-232-100-300-004  
**COMMENT:** Question about whether this event already took place. Dr. Morana stated that it did not take place and was well received by those in attendance.
6007. Federal Grant, Innovations 3 in partnership with Center for Advanced Study of Teaching and Learning (CASTL) at the University of Virginia, as the lead agency.

That the Board authorizes the Superintendent to support the completion and submission of federal grant, Innovations 3 (I3), in collaboration with the Center for Advanced Study of Teaching and Learning (CASTL) at the University of Virginia and the Red Bank Borough Schools.

The partnership with CASTL, 2010 – 2014 will offer an invaluable opportunity to re-examine our current status as we forge ahead in the design of a model for improving teacher and principal effectiveness, including coaching, and expanding the instructional delivery process through innovative and research-based strategies. Built into I3 is a comprehensive, job-embedded, and ongoing professional development program designed to enhance teacher effectiveness through use of standardized observation tools that will allow teachers to modify existing resources as needed to fit the pre-k to third grade current structure; to build an integrated package of supports for teachers that are provided using a tiered-intensity approach, based on evaluation results; and to customize intervention resources to best fit the schools curricula, student populations, and the varied needs of teachers.

6008. That the Board approves the Visiting Nurse Association (VNA) to provide substitute nurses on an as-needed basis April 26, 2010 through June 30, 2010, at \$53.00 per hour, not to exceed 5 hours per day, funded by Preschool Expansion Initiative Grant.

**Request made to take 6002 separately.**

Mr. Noble motioned, seconded by Ms. Costa, to accept the following:

That the Board recognizes May 3-8, 2010 as Teacher Appreciation Week 2010.

WHEREAS, teachers mold future citizens through guidance and education; and

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and



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WHEREAS, our community recognizes and supports its teachers in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the Red Bank Board of Education proclaims May 3-7, 2010, to be TEACHER APPRECIATION WEEK; and

BE IT FURTHER RESOLVED that the Red Bank Board of Education strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

**COMMENTS:**

- Teacher Appreciation Luncheon will be held at each of the schools on Wednesday.
- Request made by Mr. Noble that Ms. Turnock take back to her staff that for the three years he was Board President it was a pleasure to work with the district staff.
- We can never say "thank you" enough for our staff.

Roll call vote:

AYES: Costa, Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Whyte

NAYS: None                      ABSTENTIONS: None                      ABSENT: Kopka

Ms. Costa motioned, seconded by Mr. Forest, to move to Executive Session after New Business.

VI. EXECUTIVE SESSION

- A. Personnel Matters
- B. Contract Negotiations/ Settlement – Follow Up

VII. HEARING OF THE PUBLIC

- Ms. Wendy Turnock of the Red Bank Borough Education Association (RBBEA) thanked the Board for working so closely with her during her time as President of the RBBEA. She feels that they have developed a good relationship with the Administration and the Board of Education. Ms. Turnock introduced the new RBBEA President, Ms. Stacy Sherwood. The Board offered their congratulations to Ms. Sherwood. Ms. Sherwood stated she was looking forward to working closely with the Board.

VIII. OLD BUSINESS - NONE

IX. NEW BUSINESS

- Dr. Morana requested that Ms. Turnock provide information about the student incentive program. Ms. Turnock invited the Board to the student incentive program on Thursday, May 13. This is a program sponsored by the RBBEA, where staff cooks dinner for students and their families. Everyone comes together to celebrate the students' success.
- Ms. Turnock was congratulated on receiving the Red Bank Regional High School Distinguished Alumnae award.
- On behalf of Ms. Wyman, Dr. Morana stated that there was an invitation and handouts this evening for the Board for the Junior National Honor Society Induction at 9:00 am on Friday, May 14.
- Board member personally thanked Mr. Noble for his time and efforts during his time serving as President of the Board.
- Comment about how the Board handled past tragedies well, and how Mr. Noble led the district during these times. Also stated that she and Ms. Turnock have a special

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bond. As she gets to know teachers, she realizes there is always a bad apple and she had to apologize for the rudeness of one staff member.

- Mr. Noble thanked the members of the Board and stated that everyone on the Board works together.

EXECUTIVE SESSION: At 8:45 pm the Board convened to Executive Session.

RETURN TO PUBLIC SESSION: 9:00 pm

X. ADJOURNMENT

Upon return from Executive Session, Ms. Whyte motioned, seconded by Ms. Jones, to adjourn. Meeting adjourned at 9:01 pm.

Respectfully submitted,

Anne E. Darrow  
Board Secretary/Business Administrator