

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
REORGANIZATION MEETING  
MAY 10, 2011

MINUTES

I. CALL TO ORDER – 7:31 PM – Middle School Media Center

II. SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted May 3, 2010. Notice of this meeting was published in the *Asbury Park Press* 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.

III. ROLL CALL:

PRESENT: Ernest Anemone, Grace Costa, Ben Forest, Marjorie Lowe, Peter Noble, Ann Roseman, Suzanne Viscomi,

ABSENT: Janet Jones, Carrie Ludwikowski

ALSO PRESENT: Laura C. Morana, Superintendent; Peter Sokol, Esq.

IV. FLAG SALUTE

Ms. Darrow led the Salute to the Flag.

V. RESOLUTION FOR EXECUTIVE SESSION

Mr. Anemone motioned, seconded by Mr. Noble, to move to Executive Session.

- A. Business Administrator Contract Renewal
- B. Administrative Unit Contract Negotiations – Update
- C. Personnel Staffing 2011-2012
- D. Attorney – Client Privilege

VI. CALL TO ORDER – 8:00 p.m. by Board Secretary

VII. SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted May 3, 2010. Notice of this meeting was published in the *Asbury Park Press* and the *Two River Times* newspapers per code and sent to the Municipal Clerk, Red Bank Borough, within 7 days per code.

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VIII. ROLL CALL

PRESENT: Grace Costa, Ben Forest, Marjorie Lowe, Peter Noble, Ann Roseman, Suzanne Viscomi,

ABSENT: Janet Jones, Carrie Ludwikowski

ALSO PRESENT: Laura C. Morana, Superintendent; Peter Sokol, Esq.

9. OATH OF OFFICE

1. Ms. Darrow administered Oath of Office to newly-elected Board members.  
3-Year Terms: Peter Noble and Allen Palma (Janet Jones was absent)

Ms. Darrow administered Oath of Office to newly-elected Board member.

2-Year Term: Suzanne Viscomi

2. Roll Call of Membership for the 2011-2012 Board of Education

<u>Board Members Present:</u>	<u>Term Expires</u>
Grace Costa	2012
Ann Roseman	2012
Ben Forest	2013
Marjorie Lowe	2013
Suzanne Viscomi	2013
Peter Noble	2014
Allen Palma	2014

<u>Board Members Absent:</u>	<u>Term Expires</u>
Carrie Ludwikowski	2012
Janet Jones	2014

3. 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 May 3, 2010, Organization Meeting. Legal notice of this meeting was transmitted to the Municipal Clerk and posted in the *Asbury Park Press*, and the *Two River Times* per code.

4. Pledge to the Flag

Ms. Darrow led the Pledge to the Flag.

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5. 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 27, 2011, 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.	<u>Name</u>	<u>Votes</u>
	Alan Palma	253
	Janet Jones	288
	Peter Noble	264

For membership in the Board of Education (one, two-year term):

1.	<u>Name</u>	<u>Votes</u>
	Suzanne Viscomi	321

General Fund Tax Levy of \$12,268,200            For: 280        Against: 189

ELECTION OF PRESIDENT

6. Nominations for President received by Board Secretary (seconds not necessary):  
Motion by Ben Forest to nominate Ann Roseman

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 consents.

**COMMENT:** Mr. Forest stated that the role of President is not an easy job; he felt that Mr. Peter Noble worked hard in the position and that it is good to have a president for more than one term.

Hearing no additional nominations for the office of Board President, Ms. Darrow requested a motion to close nominations.

Ms. Costa motioned, seconded by Mr. Forest.

ROLL CALL VOTE:

AYES: Costa, Forest, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None            ABSTENTIONS: None

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Ann Roseman, elected Board President, assumed chair of meeting.

ELECTION OF VICE PRESIDENT

7. Nominations for Vice President received by Ann Roseman, newly-elected President; nominations closed; roll call, vote.

Motion by Grace Costa to Nominate Ben Forest.

Motion by Marjorie Lowe to Nominate Peter Noble, who declined.

Ms. Darrow asked for consent of nominees: "Do you consent to having your name placed in nomination for the office of Board Vice President?" Mr. Forest consents.

**COMMENT:** Mr. Forest stated he was honored to serve as the Vice President of the Board and thanked his fellow Board members for their support.

Ms. Costa motioned, seconded by Mr. Palma, to close the nomination.

ROLL CALL VOTE:

AYES: Costa, Forest, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None            ABSTENTIONS: None

Mr. Forest is honored and expressed his thanks.

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

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

OPEN PUBLIC MEETINGS ACT

8. 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:

OPEN AGENDA PREPARATION WORK SESSION MEETINGS

Second Tuesday of each month in the Middle School Media Center, 101 Harding Road, Red Bank, New Jersey, except as noted by an 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 21, 2011\*

August 9, 2011

September 13, 2011

October 11, 2011

November 8, 2011

December 13, 2011

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January 10, 2012  
February 21, 2012\* (date may be adjusted based upon NJDOE budget calendar)  
March 13, 2012  
April 16, 2012\* Monday (April 17 – School Board Elections)  
May 8, 2012\* (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 17, 2011

June 28, 2011\*

July 19, 2011\*\* begins @ 5:30 PM

August 16, 2011

September 20, 2011

October 18, 2011

November 15, 2011

December 20, 2011

January 17, 2012

February 28, 2012\* (Preliminary Budget approval—date may be adjusted based upon NJDOE budget calendar)

March 27, 2012\* (Budget Hearing/Regular Meeting – date may be adjusted based upon NJDOE budget calendar)

April 24, 2012\* (April 17 School Board Elections)

\*\*A Board Retreat will be held prior to the regular meeting on Tuesday, July 19, 2011 at 5:30 p.m. 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, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None                      ABSTENTIONS: None

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

ADOPTION OF THE NEW JERSEY SCHOOL BOARD MEMBER CODE OF ETHICS

9. 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.

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Ms. Roseman read the Code of Ethics.

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.

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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, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None                    ABSTENTIONS: None

Mr. Forest motioned, seconded by Miss Lowe, to accept the following:

10. ORGANIZATION CHART

Recommend the Board approve the Organization Chart for the Board of Education.

(Attachment)

ADOPTION OF ROBERTS RULES OF ORDER

11. That the board adopts Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings for the 2011-2012 school year.

OPERATION OF DISTRICT

12. That authorization is granted for continuation of the operation of the Red Bank Borough School District for the 2011-2012 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 2011-2012 budget pursuant with local and state policies and regulations.

Curriculum Guides  
Textbook Adoptions  
School Health Services Plan 2011-2012  
Mentoring Plan 2011 – 2012

13. FACILITY BUILDING USE FEE SCHEDULES

Approve the following hourly facility building use fee schedules to cover rental of facilities and custodial coverage for not-for-profit and for profit organizations for the 2011-2012 school year:

	<u>Not-for-Profit</u>	<u>For Profit</u>
Classroom:	\$53	\$ 75
Auditorium:	\$53	\$150
Cafeteria:	\$53	\$100

Use of the kitchen requires additional costs and personnel and must be scheduled separately through the Food Service Manager. All events will include an additional 90 minutes for opening, cleaning, and closing facilities.

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**QUESTIONS:**

- Were these new fees? Ms. Darrow responded that these were the new fees and were reviewed and approved by the Board.
- How will we know to distinguish with non-profits? Ms. Darrow said if it cannot be determined; for example, we know that the YMCA is a non-profit organization, then we will ask for their proof.
- It was noted that Dr. Morana may waive fees per her discretion in situations where a community group does not have a non-profit status; for example, Safe Routes To Schools.

14. BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following appointments for the 2011-2012 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

QUALIFIED PURCHASING AGENT/SCHOOL FUNDS INVESTOR

- B. WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (*Currently \$36,000*), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (*Currently \$5,400*) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of the Borough of Red Bank, pursuant to the statutes cited above hereby appoints Anne Darrow as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Board of Education of the Borough of Red Bank, and

BE IT FURTHER RESOLVED that Anne Darrow is hereby authorized to award contracts on behalf of the Board of Education of the Borough of Red Bank that are in the aggregate less than 15% of the bid threshold (*Currently \$5,400*) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED that Anne Darrow is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Board of Education



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of the Borough of Red Bank when contracts in the aggregate exceed 15% of the bid threshold (Currently \$5,400) but are less than the bid threshold of \$36,000.

AFFIRMATIVE ACTION OFFICER/PUBLIC AGENCY COMPLIANCE OFFICER

- C. To appoint Anne Darrow as Affirmative Action Officer/Public Agency Compliance Officer, 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.

TREASURER OF SCHOOL MONIES

- E. To appoint Frank Mason as Treasurer of School Monies at an annual salary of \$4,120.

INTEGRATED PEST MANAGEMENT

- F. To appoint Michael Isley as Integrated Pest Management Coordinator to oversee all activities related to integrated pest management and pesticide use in the district.

15. BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following professional services appointments effective July 1, 2011 through June 30, 2012. The contracts are awarded without competitive bidding as a "Professional Services" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(A)(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

SCHOOL AUDITOR

- A. To appoint the accounting firm of Hutchins, Farrell, Meyer & Allison as School Auditors at an annual fee of \$31,325.

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 \$145 hourly billing rate for extra services.

MEDICAL INSPECTOR/SCHOOL PHYSICIAN

- C. To appoint Professional Services and Management, LLC, Dr. Robert Morgan as Medical Inspector/School Physician at an annual salary of \$2,500.

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

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awarded by resolution without public advertising for bids per NJSA 18A:18A-5. 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:

AXA Equitable  
MetLife  
Valic

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

16. STANDARD OPERATING PROCEDURE MANUAL 2011-2012  
A. To approve the district's Standard Operating Procedure Manual.  
  
B. MULTI-YEAR PLANS  
To approve the following district's following previously approved multi-year plans:  
Long Range Facilities Plan  
Three-Year Comprehensive Maintenance Plan  
Technology Plan  
Comprehensive Equity Plan  
New Teacher/Mentor Plan

ROLL CALL VOTE:

AYES: Costa, Forest, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None ABSTENTIONS: None

17. BE IT RESOLVED by the Red Bank Borough Board of Education to approve the following for 2011-2012:

Ms. Costa motioned, seconded by Miss Lowe, to amend this item.

**COMMENT:** Ms. Darrow explained that the banking bid results were expected by this afternoon and have not been received. This agenda item is expected to be on the next agenda on May 17, 2011.

Following Ms. Darrow's explanation of the changes, Mr. Forest motioned to remove this item, seconded by Ms. Costa.

ROLL CALL VOTE:

AYES: Costa, Forest, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None ABSTENTIONS: None

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PLACEHOLDER - DESIGNATION OF DEPOSITORIES/SIGNATORIES - **TABLED**

- A. HOLD UNTIL BANKING BID RESULTS: \_\_\_\_\_ is approved as the official depository for the Board of Education funds for the period July 1, 2011 through June 30, 2012, 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 Secretary and Treasurer (3)	President or Vice President, Board
Petty Cash checking Board Secretary (2)	Superintendent or Board President and
Payroll	Treasurer and Board Secretary (2)
Payroll Agency	Treasurer and Board Secretary (2)
School Activity Accounts	Respective Principal and Board Secretary (2)

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

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, 2011 through June 30, 2012, and that the Red Bank Borough Board of Education's public school website is designated the official website for the district.

PETTY CASH

- C. That petty cash funds for 2011-2012 are authorized not to exceed \$2,000 in total per Board Policy 614 effective July 1, 2011 through June 30, 2012.
- 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, 2011 through June 30, 2012.
- E. To authorize Anne Darrow, School Business Administrator, to be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct prepayment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

ROLL CALL VOTE:

AYES: Costa, Forest, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None                      ABSTENTIONS: None

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

18. CONTRACTED PURCHASING SERVICES

- A. To approve continuation of a cooperative purchasing services contract for 2011-2012 school year with Educational Data Services, Inc., 236 Midland Avenue, Saddle Brook, NJ, New Jersey Cooperative Bidding Program for a licensing and maintenance fee is \$2,630.
- B. To approve continuation of a cooperative pricing system for the purchase of goods and services with Middlesex Regional Educational Services Commission for 2011-2012 school year at no cost to the district.

19. INTERDISTRICT PUBLIC SCHOOL CHOICE PROGRAM ACT OF 2010 18A:36B

WHEREAS the Interdistrict School Choice Program (N.J.S.A. 18A:36B-14-24) was signed into law by Governor Christie on September 10, 2010 and will commence with the 2011-12 school year, and

WHEREAS the program is designed to increase educational opportunities for students and their families by providing students with the option of attending a public school outside their district of residence without cost to their parents, and

WHEREAS students will be able to choose to go to a school outside their district of residence if the selected school is participating in the choice program, and

WHEREAS the district of residence shall not prevent or discourage its students from participating in the Interdistrict School Choice Program,

WHEREAS pursuant to N.J.S.A. 18A:36B-8a(1) and subject to approval of the Commissioner of Education, the board of education of the district of residence may limit the number of its district students allowed to participate in the choice program by adopting a resolution, to do the following:

1. Restrict enrollment of its students in a choice district to a maximum of 10 percent of the number of students per grade level per year in the sending district and
2. Restrict enrollment of its students in a choice districts to a maximum of 15 percent of the total number of students enrolled in the sending district. (N.J.S.A. 8a(2) and,

WHEREAS the calculation of enrollment of the district of residence must be based on the October ASSA and the method to be used in calculating enrollment is described in N.J.S.A. 18A:36B-8b (3), and

WHEREAS in the event a district adopts any resolution restricting the enrollment of its students in choice districts and student requests for participation exceed the limits set by the district of residence, the district must conduct a lottery.

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NOW THEREFORE BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, Board of Education of the Borough of Red Bank in the County of Monmouth, New Jersey adopts a 10% percent cap by grade and a 15% percent cap by sending district in the number of students that may opt to attend a district of choice,

BE IT FURTHER RESOLVED that the Superintendent is authorized and directed to establish and conduct a lottery if the number of interested students exceeds this ten percent limit in any grade and fifteen percent limit by sending district.

**COMMENT:** If a Charter School student transfers to another public school of choice, are we the responsible district? Mr. Sokol indicated that it is his belief that the district would in fact be responsible for the funds.

20. REQUISITION OF TAXES

That the Borough of Red Bank is requested to provide local tax levy funds for the 2011-2012 school year per the following schedule:

General Fund:	July 2011-June 2012	\$1,022,350
	TOTAL:	\$12,268,200

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

Debt Service:	July 1, 2011	\$288,971
	December 1, 2011	\$288,971
	Total:	\$577,942

21. 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 2011-2012 are:

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

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**QUESTION:** Board member asked whether or not committee assignments were made. Ms. Darrow reminded the Board that once all letters of interest are received, committee assignments will be made by Ms. Roseman.

22. TRAVEL AND EXPENSE REIMBURSEMENT – 2011-2012

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 \$700.00 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, Lowe, Noble\*, Palma, Roseman, Viscomi

NAYS: \*Mr. Noble on Motion 19 ABSTENTIONS: None

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IX. SUPERINTENDENT'S REPORT

- A. Tenure Presentations – Maria Iozzi & John Bombardier  
Both Mrs. Iozzi and Mr. Bombardier provided the Board with an overview and highlights of the status of their school/department prior to their being assigned, progress, initiatives that have been implemented, and the current status.
- B. Summer Program 2011  
Dr. Morana stated that plans are being finalized and more information will be available next week. She spoke with the Boys' & Girls' Club of Red Bank regarding their interest in an afternoon session and providing meals for students.
- C. Interdistrict School Choice  
Dr. Morana stated, in response to a board member's request, to have an attorney's opinion on interdistrict school choice. Mr. Sokol had provided a letter of explanation that was shared with the Board. Mr. Sokol was available to entertain any questions. There were none.

Dr. Morana stated that she is also working with Declan O'Scanlan, Assemblyman of Republican Budget Office, who is also on the budget committee regarding the challenges that districts such as Red Bank who already have a charter school that receives most of our state aid.

- D. Preschool Expansion 2011-2012  
Dr. Morana stated that enrollment was being finalized and she thanked Miss Lowe and Ms. Viscomi for attending the lottery drawing. It was decided to provide preschool education for all four-year olds whose families expressed an interest. The district will have a total of 255 preschool students which includes 158 four-year olds and 97 three-year olds.

Board member questioned when the deadline was for parents to return missing information. Dr. Morana stated the deadline was April 29 and parents were provided with a calendar, as well as a reminder letter.

- E. Legislative Update
- Funding formula
  - Certification for teachers
  - Charter School
  - Education reform
  - Alternative route for superintendents

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X. CORRESPONDENCE

T&M Associates—Ms. Roseman referred Board members to a copy of a letter that was provided for the Board’s support for a grant that would fund improvements at Count Basie Park.

**COMMENTS:**

- Concern was expressed that more improvements would result in less community access to the parks. Consequently, the community is unhappy with the lack of access.
- One of the reasons the Board member was supporting this was that the improvements included a walking trail that would provide more community access.
- It was noted that the turf is expensive and requires maintenance, and that is some of the rationale for the lack of access.
- Question posed about whether we should hold the letter to impress the Borough for increased access. Ms. Darrow stated that if the Board has an issue with access to the park, then that should be a separate conversation. Ms. Darrow stated that the Board had already agreed to lease the property to the Borough for approximately 32 years and scheduling access was not the district’s responsibility. Mr. Sokol agreed.
- If the improvement would increase student safety, then they will support the grant.
- Ms. Roseman asked for a show of hands on whether the Board wished to provide the letter of support.  
In support: Ms. Costa, Miss Lowe, Mr. Palma, Ms. Viscomi, Ms. Roseman  
Mr. Forest and Mr. Noble had left the meeting.  
Ms. Jones and Ms. Ludwikowski were absent.

XI. PRESIDENT’S REPORT

- A. Presentation to Ernest Anemone, former Board Member  
Ms. Roseman thanked Mr. Anemone for “stepping up” as a Board member and hopes he will continue to be involved. Mr. Anemone thanked the Board and said he planned to continue his involvement.
- B. Committee Structure  
Ms. Roseman requested that Board members complete their interest form and return as soon as possible so committees could be assigned. Ms. Roseman is also introducing a co-chair committee person concept so if a chairperson is not available there is backup.

XII. HEARING OF PUBLIC

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.”

- Ms. Stacy Sherwood thanked Dr. Morana for the wisdom to grant tenure to Maria Iozzi and John Bombardier. She talked about their positive work commitment to the district.
- Mr. Anemone thanked the district for the opportunity to serve his community.



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**XIII. 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.

Ms. Viscomi motioned, seconded by Miss Lowe, to accept the following:

**XIV. 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:

**3001. TRAVEL**

Name	Date/Time	Location	Fee	Theme	Account Number
Laura Morana	05/12/11 3:30 p.m. – 5:30 p.m.	New Brunswick, NJ	\$0.00	The Education Reform Our Public Schools and Students Need	NA
Laura Morana	05/12/11 6:00 p.m. – 8:00 p.m.	New Brunswick, NJ	\$50.00	Education Law Center’s Annual Award Reception Celebrating Public Education	11-000-230-890-000
Annie Darrow	05/13/11 12:00 p.m. – 2:00 p.m.	South Orange, NJ	\$0.00	NJ Superintendents’ Study Council – Navigating the Health Care Issue	NA
Laura Morana	05/13/11 12:00 p.m. – 2:00 p.m.	South Orange, NJ	\$0.00	NJ Superintendents’ Study Council – Navigating the Health Care Issue	NA
Danielle Yamello	05/19/11 8:00 a.m. – 3:00 p.m.	Neptune, NJ	\$0.00	Assessment Practices in Early Elementary Classrooms for Master Teachers	NA
Chris Ippolito	05/20/11 10:00 a.m. – 2:00 p.m.	Neptune, NJ	\$60.00	Monmouth County Teacher Recognition Award Ceremony	20-231-200-500-004

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Laura Morana	05/20/11 10:00 a.m. – 2:00 p.m.	Neptune, NJ	\$30.00	Monmouth County Teacher Recognition Award Ceremony	20-231-200-500-004
Maria Zuffanti	05/20/11 10:00 a.m. – 2:00 p.m.	Neptune, NJ	\$60.00	Monmouth County Teacher Recognition Award Ceremony	20-231-200-500-004
Annie Darrow	06/01/11 8:30 a.m. – 4:00 p.m.	Atlantic City, NJ	\$100.00	NJASBO Annual Conference	11-000-251-585-000
John Bombardier	06/08/11 11:00 a.m. – 3:00 p.m.	Princeton, NJ	\$0.00	Preschool Research Network Meeting	NA
Laura Morana	06/08/11 11:00 a.m. – 3:00 p.m.	Princeton, NJ	\$0.00	Preschool Research Network Meeting	NA
Danielle Yamello	06/08/11 11:00 a.m. – 3:00 p.m.	Princeton, NJ	\$0.00	Preschool Research Network Meeting	NA
Christina Vlahos	06/08/11 8:30 a.m. – 3:30 p.m. (Time changed from 8:30 a.m. – 11:30 a.m.)	Neptune, NJ	\$0.00 (part of subscription)	MCADSE Conference Inclusion – Making it Work	NA
John Bombardier	07/06/11 8:30 a.m. – 4:00 p.m.	New York, NY	\$0.00	TACD’s Summer Institute: Guardians of Equity: Improving the Educational Opportunity for Children	NA
Damian Medina	07/06/11 8:30 a.m. – 4:00 p.m.	New York, NY	\$0.00	TACD’s Summer Institute: Guardians of Equity: Improving the Educational Opportunity for Children	NA
Laura Morana	07/06/11 8:30 a.m. – 4:00 p.m.	New York, NY	\$0.00	TACD’s Summer Institute: Guardians of Equity: Improving the Educational Opportunity for Children	NA
John Bombardier	07/13/11 & 07/14/11 8:30 a.m. – 3:00 p.m.	Parlin, NJ	\$0.00	Summer Leadership Institute of the Central Region (Title I)	NA
Richard Cohen	07/13/11 & 07/14/11 8:30 a.m. – 3:00 p.m.	Parlin, NJ	\$0.00	Summer Leadership Institute of the Central Region (Title I)	NA
Maria Iozzi	07/13/11 & 07/14/11 8:30 a.m. – 3:00 p.m.	Parlin, NJ	\$0.00	Summer Leadership Institute of the Central Region (Title I)	NA
Laura Morana	07/13/11 & 07/14/11 8:30 a.m. – 3:00 p.m.	Parlin, NJ	\$0.00	Summer Leadership Institute of the Central Region (Title I)	NA

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Maria Iozzi	07/31/11 – 08/03/11* 8:00 a.m. – 5:00 p.m. *(Pending approval by the Executive County Superintendent)	San Diego, CA	\$649.00 Registration \$667.00 Transportation \$314.00 Lodging \$248.50 Per diem	AVID 2011 Summer Institute	20-231-200-800-002
Chris Ippolito	07/31/11 – 08/03/11* 8:00 a.m. – 5:00 p.m. *(Pending approval by the Executive County Superintendent)	San Diego, CA	\$649.00 Registration \$667.00 Transportation \$314.00 Lodging \$248.50 Per diem	AVID 2011 Summer Institute	20-231-200-800-002
Melissa Osmun	07/31/11 – 08/03/11* 8:00 a.m. – 5:00 p.m. *(Pending approval by the Executive County Superintendent)	San Diego, CA	\$649.00 Registration \$667.00 Transportation \$314.00 Lodging \$248.50 Per diem	AVID 2011 Summer Institute	20-231-200-800-002
Kimberlee Sherman	07/31/11 – 08/03/11* 8:00 a.m. – 5:00 p.m. *(Pending approval by the Executive County Superintendent)	San Diego, CA	\$649.00 Registration \$667.00 Transportation \$314.00 Lodging \$248.50 Per diem	AVID 2011 Summer Institute	20-231-200-800-002
Christina Vlahos	07/31/11 – 08/03/11* 8:00 a.m. – 5:00 p.m. *(Pending approval by the Executive County Superintendent)	San Diego, CA	\$649.00 Registration \$667.00 Transportation \$314.00 Lodging \$248.50 Per diem	AVID 2011 Summer Institute	20-231-200-800-002

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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 approves the reappointment of tenured and non-tenured Administrators and Teaching Staff for the 2011-2012 school year as per Attachment A.
- 4002. That the Board approves the reappointment of Instructional Assistants for the 2011-2012 school year as per Attachment B.
- 4003. That the Board approves the reappointment of Building Level Secretaries for the 2011-2012 school year as per Attachment C.
- 4004. That the Board approves the appointment of Samantha Maurer as 21<sup>st</sup> CCLC Grant Coordinator, for the 2011-2012 school year.
- 4005. That the Board approves the extension of Alyssa O’Keefe-May as a long term substitute (replacing Kathy Maurer), at an MA Step 1-2 prorated annual salary of \$46,760.00, effective May 6, 2011 through June 30, 2011.
- 4006. That the Board accepts the following resignations effective June 30, 2011.

James Brown	Lisa Miskanich
Lisa Lockwood	Blanca Ramirez
Patricia McGreevy	Brunilda Solano

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 Advanced Learning & DDB Productions to facilitate Special Education workshops, May 2011, to parents and staff members, at the per diem rate of \$1,200. Account #20-465-200-300-P03
- 5002. That the Board approves Advanced Learning & DDB Productions to facilitate monthly I&RS meetings, effective September 1, 2011 through June 30, 2012, at the per diem rate of \$1,200. Account #20-465-200-300-P03

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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 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.

Funding Source	Location	Date(s)
Local Funds	Red Bank Primary School, Red Bank, NJ (4 year-old classes for transition to Kindergarten)	05/13/11
YMCA	Red Bank YMCA, Red Bank, NJ (Free swim lessons for 3 <sup>rd</sup> grade classes)	05/19/11, 06/02/11, 06/09/11, & 06/16/11
21 <sup>st</sup> CCLC Program	Bronx Zoo, Bronx, NY (Family trip)	05/21/11
MS PTO	Red Bank Armory, Red Bank, NJ (Grade 5 students)	05/25/11 (originally Board approved on 02/22/11 for 05/26/11)
MS PTO	Metropolitan Museum of Arts, New York, NY (Grade 7 Students)	06/04/11
Local Funds	Red Bank Middle School, Red Bank, NJ (Grade 3 students for orientation)	06/10/11
21 <sup>st</sup> CCLC Program	Morristown High School, Morristown , NJ (Dance Innovations Recital)	06/11/11

6002. That the Board authorizes the Superintendent to submit a grant that will allow the Red Bank Middle School to expand its World Languages Program through the Italian-American Committee on Education, in the amount of \$32,660.

6003. That the Board authorizes the Superintendent to submit the Environmental Education Regional/Environmental Protection Agency (EPA) Grant, in partnership with the Red Bank Educational Foundation and Global Learning and Observations to Benefit the Environment (GLOBE), in the amount of \$75,000.

**COMMENT:** Board member wanted to recognize that this grant application was in collaboration with the Red Bank Education Foundation and staff members who put in a great deal of work in a very short time. The Foundation is supporting the project through funds and also located the grant opportunity.

6004. That the Board recognizes May 8-14, 2011 as Special Education Week.

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WHEREAS, the community recognizes and celebrates the work of all staff members who are special educators; and

WHEREAS, the district recognizes teachers and staff of students with special needs and their diligent work to provide the individualized and focused education afforded to them; and

WHEREAS, the district recognizes the hard work and collaboration of families of students with special needs; and

WHEREAS, our schools foster a climate in which students of all abilities are celebrated.

NOW, THEREFORE, BE IT RESOLVED that the Red Bank Board of Education proclaims May 8-14, 2011 to be Special Education 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 celebrating the achievements of our district's students with special needs and the dedicated work of their parents, teachers, and other school professionals.

6005. That the Board authorizes the Superintendent to submit the application for the 21<sup>st</sup> Century Community Learning Center Continuation Grant, 2011-2012, in the amount of \$495,000.00.

**COMMENT:** Dr. Morana highlighted that we are resubmitting the grant for its third year and we are able to request an additional \$15,000 for funding.

ROLL CALL VOTE:

AYES: Costa\*, Forest, Lowe, Noble, Palma, Roseman, Viscomi

NAYS: None                      ABSTENTIONS: \*Ms. Costa abstained on all staff travel with the exception of Ms. Darrow's travel.

XV. HEARING OF THE PUBLIC - None

XVI. OLD BUSINESS - None

XVII. NEW BUSINESS

XVIII. ADJOURNMENT

Miss Lowe motioned, seconded by Ms. Viscomi, to adjourn the meeting at 10:00 pm.

Respectfully submitted,

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Anne E. Darrow  
Business Administrator/Board Secretary