

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

1. CALL TO ORDER – 7:33 pm – Middle School Room #206

2. SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted May 10, 2011. 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.

3. ROLL CALL

PRESENT: Grace Costa (arrived 7:40 pm), Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Peter Noble, Allen Palma, Suzanne Viscomi, Ben Forest, Ann Roseman

ALSO PRESENT: Laura C. Morana, Superintendent

4. FLAG SALUTE

Ms. Roseman led the Salute to the Flag.

5. SUPERINTENDENT'S REPORT

A. Opening of School 2011-2012

Dr. Morana reported that the buildings are being prepared for opening, and vacant positions are being finalized. Demonstration lessons have been set up for the second grade teaching candidates and the district will make the best possible decisions to ensure the best candidate is chosen.

PreK class lists are changing due to the identification of students who qualify for Headstart and due to several families who had issues with their child's placement. In addition, we are awaiting residency checks for two PreK students.

Dr. Morana advised that she will be meeting with administrators and instructional coaches next week to discuss the Parent Education Program, lesson plans, how the county math curriculum will be utilized, and finalization of the observation and evaluation process. September 2 staff in-service day's professional development will include a book review session with the author and a session on how to teach bilingual students; Harassment, Intimidation and Bullying Policy (HIB), and students information system.

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

B. Harassment, Intimidation, and Bullying Policy—Student Code of Conduct

Dr. Morana asked the Board if they had any follow-up questions on the HIB Policy that was discussed last week. There were no questions.

C. Primary School 3<sup>rd</sup> Grade Departmentalization Pilot Program

Dr. Morana asked if there is any follow up on the 3<sup>rd</sup> Grade Departmentalization Pilot Program that was discussed last week. There were no questions.

D. Criminal History Requirements

Ms. Darrow reminded Board members that they need to be registered for finger printing and to please contact her if they had any questions.

6. CORRESPONDENCE

- A. Letter from New Jersey Department of Education regarding Quality Single Accountability Continuum (QSAC) and District Improvement Plan (DIP)

7. PRESIDENT’S REPORT

- A. Committee Reports—Curriculum & Instruction, Community Relations, Finance, and Policy

B. Committee Assignment Changes

Ms. Roseman reviewed committee assignment changes due to conflicts with Board members’ schedules.

8. 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 with a total public participation not exceeding 60 minutes.”

9. 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.

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

10. ACTION AGENDA

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

3035. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Suzanne Viscomi	09/24/11 8:30 a.m. – 3:30 p.m.	Monroe Twp., NJ	\$125.00	NJSBA Bargaining Training Series	11-000-230-590-000
Annie Darrow	09/22/11, 10/20/11, 11/17/11*, 12/14/11, 01/19/12, 02/23/12, 03/15/12**, 04/19/12, 05/17/12, 06/07/12***	Neptune, NJ *TBD **Spring Lake Hts, NJ ***Spring Lake, NJ	\$0.00 (Part of Subscrip.)	MCASBO 2011-2012 County Meetings	NA
Christina Vlahos	09/16/11, 10/14/11, 11/04/11*, 12/09/11*, 01/12/12, 02/10/12, 03/09/12, 05/11/12, & 06/07/12*	Neptune, NJ *TBD	\$0.00 (Part of Subscrip.)	Monmouth County Association for Directors of Special Education	NA
Michelle Leonardo	09/28/11, 12/14/11, & 03/28/12 9:00 a.m. – 3:30 p.m.	Neptune, NJ	\$0.00	PreK Tools of the Mind II – Curriculum Training	NA
Shari Ashe	10/14/11 8:30 a.m. – 3:30 p.m.	Clifton, NJ	\$75.00	Mother-Infant Communication Disturbance: Research/Treatment	20-218-200-580-P12
Annie Darrow	12/06/11 8:30 a.m. – 12:00 p.m.	Mt. Laurel, NJ	\$0.00 (Part of Subscrip.)	NJASBO Special Education & What the BA Should Know	NA

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

3036. APPROVAL OF SECRETARY/TREASURER'S REPORT

*Pursuant to 18A:6-59*

Approve the June 2011 Report of the Treasurer and the June 2011 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.

3037. BILLS PAYMENT

To approve payment of final bills for July 2011 and for bills as of August 2011, previously distributed in writing to the Board.

3038. BUDGET TRANSFERS

To ratify any budget transfers effective June 2011 per the transfer report.

3039. BUILDING USE REQUEST

To approve the one-time and recurring building use requests for the 2011-2012 school year as reviewed and approved by the Superintendent. All organizations have been advised of the Board's policy regarding security and fees where necessary and appropriate. All organizations requesting service have valid certificates of insurance on file.

3040. APPROVE MINUTES

To approve the minutes of the Board meeting of July 19, 2011 as previously distributed to the Board.

3041. REIMBURSEMENT OF BOARD MEMBERS FOR COST OF CRIMINAL HISTORY BACKGROUND CHECK

WHEREAS, Assembly Bill 444, signed into law on May 26, 2011, disqualifies members of boards of education or members of charter school boards of trustees from serving in office if they have been convicted of certain crimes; and

WHEREAS, The statute also requires members to undergo criminal history background checks and to pay the cost of such investigations; and

WHEREAS, Assembly Bill 444 permits local boards of education to reimburse individual members for the cost of criminal history background investigations; and

WHEREAS, State law (N.J.S.A. 18A:12-4) prohibits the compensation of local board of education members; and

WHEREAS, Members of the Red Bank Borough Board of Education devote significant time and substantial effort to the governance of the district's public schools; and

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

WHEREAS, The Board Red Bank Borough of Education believes that individual school board members, who are uncompensated, should be reimbursed for the cost of the criminal history background investigations, which are necessary to continue serving in office. So, therefore be it

RESOLVED, That the Red Bank Borough Board of Education authorizes reimbursement of individual members for the cost of the criminal history background investigations required by Assembly Bill 444; and be it further

RESOLVED, That the Red Bank Borough Board of Education through its policy adoption process will add the following language to its Bylaws at File Code 9111 "Qualifications and Requirements of Board Members," Clause I:

I. He/she has not been disqualified due to the conviction of a crime or offense listed in N.J.S.A. 18A:12-1. In order to fulfill this requirement:

1. Each member of the board of education, within 30 days of the election or appointment to the board shall undergo a criminal history background check investigation for the purpose of ensuring that the member is not disqualified for membership due to a conviction of a crime or offense pursuant to the statute listed above; and
2. The board shall reimburse the member for the cost of the criminal history record check, including all costs for administering and processing the check.  
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3042. BILLS PAYMENT

To approve payment of final bills for February 2011 and for bills as of March 2011.

ROLL CALL VOTE:

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

NAYS: None ABSTENTIONS: \*Viscomi on her travel Motion 3035.

PERSONNEL – 4000

Motions 4100 and 4101 were taken separately.

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

4100. That the Board approves the appointment of Dayna Stein, Middle School LAL Teacher (replacing Jonathan Colavita), at an MA+30 Step 10 annual salary of \$55,130.00, effective September 1, 2011 through June 30, 2012. Account # 11-130-100-101-002

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

4101. That the Board approves the appointment of Nicole Oropallo as Middle School Social Studies Teacher (replacing Brunilda Solano), at an MA Step 4-5 annual salary of \$48,121.00, effective September 1, 2011 through June 30, 2012. Account #11-240-100-101-002

**COMMENTS:** Dr. Morana welcomed and introduced the new staff members to the district.

ROLL CALL VOTE:

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

NAYS: None            ABSTENTIONS: None

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

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:

4098. That the Board approves the appointment of Milena Jaramillo, Middle School Spanish Teacher (replacing Emily Lagrotteria), at a BA Step 1 annual salary of \$44,116.00, effective September 1, 2011 through June 30, 2012. Account #11-120-100-101-WL2

4099. That the Board approves the appointment of Diana Archila, Middle School Bilingual Instructional Assistant (replacing Carla Chicas), at a Step 1-2 annual salary of \$23,920.00, plus a \$2,000.00 stipend for holding a Bachelor's Degree, effective September 1, 2011 through June 30, 2012. Account #11-240-100-106-002

4102. That the Board approves Monique Zuffanti as Preschool Bilingual Instructional Assistant (replacing Fanny McKenty), at a Step 1 annual salary of \$23,920.00, plus a \$2,000.00 stipend for holding a Bachelor's Degree, and a \$200.00 stipend for holding a county substitute certificate. Account #20-218-100-106-P12

4103. That the Board approves the appointment of Enshirah El-Menshawy as Primary School Substitute Lunchroom Aide, on an as-needed basis, at an hourly rate of \$12.00 per hour, effective September 1, 2011 through June 30, 2012. Account #11-000-262-100-005.

4104. That the Board approves the following professional development tuition reimbursements as per contract:

Karim Vitolo	Rutgers University	\$1,800.00
	Bilingual-Bicultural Education	
	Language in Society	
	Course #15:253:537	
	3 credits @ \$600.00	
	Spring 2011	

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

Christina Vlahos	The College of New Jersey	\$1,789.95
	Advanced Leadership in School Administration & Supervision	
	Course #EDAD 617-01	
	3 credits @ \$596.65	
	Spring 2011	

Christina Vlahos	The College of New Jersey	\$1,789.95
	Advanced Curriculum Independent Study	
	Course #CURR 555	
	3 credits @ \$596.65	
	Summer 2011	

4105. That the Board approves the following as Guest Teachers for the 2011-2012 school year.

Eunice Washington	Shannon Welch	Siobhan Woods
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4106. That the Board approves the annual salary of \$44,092.00 for Cruz Roolaart, effective July 1, 2011 through June 30, 2012.

EXTRA WORK/EXTRA PAY

4107. That the Board approves the following staff members as district babysitters, on an as-needed basis for all parental activities, at the hourly rate of \$12.00, effective September 1, 2011 through June 30, 2012.

Peggy Nerney	Tanya Parrish	Mina Rodriquez
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4108. That the Board approves the appointment of Martha Carvajal as bus aide, at the hourly rate of \$13.44, not to exceed 3 hours per day, effective September 1, 2011 through June 30, 2012. Account # 11-000-270-107-001

4109. That the Board approves JePiera Boykin, Primary School Hall Monitor, as Bus Aide Liaison, with a yearly stipend of \$200.00, for the 2011-2012 school year. Account # 11-000-270-107-001

4110. That the Board approves Natividad Oliveras, Primary School Cafeteria Aide, as Cafeteria Aide Liaison, with a yearly stipend of \$200.00, for the 2011-2012 school year. Account # 11-000-262-100-005

4111. That the Board approves the following Primary School staff members and their compensation to participate in School Improvement Team meetings for the 2011-2012 school year, at the stipulated negotiated contractual rate of \$32.00, not to exceed 10 hours each. Account #11-000-221-110-004

Brandy Balthazar	Andrea Fontenez	Karim Vitolo
Carol Boehm	Rick McGovern	Maria Zuffanti
Kelly Brinton	Brooks Morris	

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

4112. That the Board approves the appointment of the following Primary School staff members as Grade Level Team Data Analysis leaders, not to exceed 50 hours each, at the stipulated negotiated contractual extra work/extra pay rate of \$32.00 per hour, for the 2011-2012 school year. Account #11-000-221-110-004.

Kelly Brinton                      Karim Vitolo (20 hours)  
Andrea Fontenez                 Maria Zuffanti  
Beth Ann Moran                 (30 hours)

4113. That the Board approves the following staff members' compensation for their overnight stay during participation in the AVID Summer Institute, San Diego, CA, three (3) nights each, Sunday, July 31, 2011 through Tuesday, August 2, 2011, at the stipulated negotiated contractual rate of \$109.00 per night. Account # 11-000-221-110-004

Kimberlee Sherman               Christopher Ippolito                 Melissa Osmun

4114. That the Board approves the following staff members to serve as “Buddies” for New Teacher Orientation, August 25 – 26, 2011, at the stipulated negotiated contractual rate of \$32.00 per hour, not to exceed five (5) hours each. Account # NCLB

JT Pierson                             Mayra Velasquez                     Maria Zuffanti

ROLL CALL VOTE:

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

NAYS: None                     ABSTENTIONS: None

Ms. Viscomi motioned, seconded by Mr. Noble, to approve the following:

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 The Language School in Red Bank to provide an American Sign Language follow-up training on Thursday, September 1, 2011 at the cost of \$160 per hour for up to 8 staff members who will use sign language as a method of communication with select students. The total cost of the 2 hour training is \$320. Account #11-000-216-320-003



RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

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:

6026. That the Board approves the agreement between AVID Center and the Red Bank Board of Education for the implementation of the AVID Elementary and AVID Elective curriculum, for the period of July 1, 2011 through June 30, 2012 in the amount of \$3,195.00. Account #NCLB
6027. That the Board approves the contract between the Metropolitan State College of Denver and the Red Bank Borough Board of Education for the required training and technical support for first and second year teachers and instructional assistants for the Pre-K and Kindergarten Tools of the Mind Curriculum, for the period of July 1, 2011 through June 20, 2012 in the amount of \$9,500.00. Account breakdown is as follows:
- 11-216-100-800-003 - \$1,000  
20-218-200-329-P12 - \$5,000  
NCLB - \$3,500
6028. That the Board approves the agreement between The Metropolitan Center for Urban Education (NYU) and the Red Bank Borough Board of Education for the purpose of building capacity of the district/school data teams for the 2011-2012 academic year at a per diem rate of \$1,500, not to exceed six (6) days for a total of \$9,000. Account # NCLB
6029. That the Board approves the contract between Dance Innovation Performance Foundation and the Red Bank Middle School's 21<sup>st</sup> Century Community Learning Center (CCLC) grant to lead the after school dance program for the 2011 – 2012 school year, at a rate of \$90 per class, not to exceed 34 classes. Account #20-461-100-300-MD4
6030. That the Board approves the contract between Rutgers University and the Red Bank Middle School's 21<sup>st</sup> CCLC grant for the 7<sup>th</sup> and 8<sup>th</sup> grade boys and girls after school leadership programs, for the 2011 – 2012 school year, at an annual rate of \$14,025. Account #20-461-100-300-004
6031. That the Board approves the contract between the Consulting Service Associates Evaluators and the Red Bank Middle School's 21<sup>st</sup> CCLC grant to conduct required formative and summative evaluations of the FY12 21<sup>st</sup> CCLC program, at an annual rate of \$25,000.00. Account #20-461-200-300-004
6032. That the Board approves the partnership between the HISPA Role Models/Mentoring Program and the Red Bank Middle School's 21<sup>st</sup> CCLC grant, for the 2011 - 2012 school year, at an annual rate of \$7,500. Account #20-461-100-300-004

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

6033. That the Board approves the partnership between ID Educational Solutions and the Red Bank Middle School's 21<sup>st</sup> CCLC grant, for the 2011 - 2012 school year, to conduct parent education classes that focus on high school graduation and college admission process, at an annual rate of \$3,200. Account #20-461-200-300-004

6034. That the Board approves the revised Quality Single Accountability Continuum (QSAC) District Improvement Plan 2011-2012 (DIP) in consultation with the Monmouth County Office of Education.

ROLL CALL VOTE:

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

NAYS: None                      ABSTENTIONS: None

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

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:

9005. That the Board approves the following policy for second reading and adoption:

Harassment, Intimidation, and Bullying Policy – Student Code of Conduct  
#5131

9006. That the Board approves the reaffirmation of the 2009-2012 District Goals as follows:

1. Continue to provide a supportive, stimulating and challenging learning environment for all students.
2. Continue to maintain a cohesive school community and continue to promote our great schools.
3. Continue to maximize district resources and explore outside sources of funding and shared services to enhance the educational program.

ROLL CALL VOTE:

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

NAYS: None                      ABSTENTIONS: None

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
AUGUST 16, 2011

MINUTES

11. HEARING OF THE PUBLIC - None

12. OLD BUSINESS

- Community Garden
- NJSBA October Workshop

13. NEW BUSINESS - None

14. ADJOURNMENT

Ms. Ludwikowski motioned, seconded by Ms. Viscomi, to adjourn.  
Meeting adjourned at 8:28 pm.

Respectfully submitted,

Anne E. Darrow  
Business Administrator/Board Secretary