

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
NOVEMBER 12, 2013

MINUTES

CALL TO ORDER – 7:02 PM –Middle School Media Center

SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted January 3, 2013. Notice of this meeting was published in the *Asbury Park Press* newspaper 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.

ROLL CALL

PRESENT: Jill Burden, Marjorie Lowe, Carrie Ludwikowski, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: Ben Forest (arrived 7:05 pm), Janet Jones, Peter Noble

ALSO PRESENT: Harold Reid, Interim Superintendent; Debra Pappagallo, Business Administrator/Board Secretary; Peter Sokol, Esq.

FLAG SALUTE

Mrs. Ludwikowski led the Salute to the Flag.

I. EXECUTIVE SESSION

At 7:03 pm Ms. Roseman motioned, seconded by Dr. Stone, to convene in Executive Session.

- A. Superintendent's Search Update
- B. Special Education Case Update
- C. Personnel
- D. Attorney/Client Privilege
- E. HIB

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
NOVEMBER 12, 2013

MINUTES

VOICE VOTE:

AYES: Mrs. Burden, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone, Ms. Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: Mr. Forest, Ms. Jones, Mr. Noble

At 7:50 pm the Board took a recess.

CALL TO ORDER – 8:01 p.m.

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ROLL CALL

PRESENT: Jill Burden, Ben Forest, Marjorie Lowe, Carrie Ludwikowski, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: Janet Jones, Peter Noble

ALSO PRESENT: Harold Reid, Interim Superintendent; Debra Pappagallo, Business Administrator/Board Secretary; Peter Sokol, Esq.

II. SUPERINTENDENT'S REPORT

A. HIB- 4 cases reported – all were founded and put in place.

B. AVID Coordinator- Dr. Morana was the AVID Coordinator. No one in the district is presently trained and certified to take over the position over. Dr. Morana has agreed to serve as the Coordinator on a voluntary basis.

C. Parent Portal - We are running a trial with the AVID students.

D. School Bus Emergency Evacuation Drill Report

RED BANK BOROUGH BOARD OF EDUCATION
 RED BANK, NEW JERSEY
 BOARD OF EDUCATION
 PUBLIC MEETING
 NOVEMBER 12, 2013

MINUTES

Date of drill	Time drill conducted	School name	Location of drill	Route number(s) included in drill	Name of school Principal or person(s) assigned to supervise the drill
11/01/13	9:25 a.m.	Monmouth Day Care Center	Area in front of school	PKX-1	Heidi Zaentz, Director
11/11/13	9:17 a.m. & 9:30 a.m.	Monmouth Reform Temple	Area in front of school	RB-TF & RB-TF2	Janice Matthaey, Program Director
11/11/13	9:10 a.m.	St. Thomas Church	Area in front of school	PKX-2	Ms. McFadden, PK Master Teacher

PRESIDENT’S REPORT

- A. Recognition of Newly Elected Board Members - Mr. Forest mentioned that the preliminary results were that all members kept their full term seats—Ms. Viscomi, Miss Lowe and himself. We were awaiting the official results and the results for the one-year expiring term currently being held by Ms. Burden.

- B. Board Members’ Feedback from New Jersey School Boards Association Convention: Ms. Viscomi, Dr. Stone, Ms. Roseman, Miss Lowe, Ms. Ludwikowski, Mr. Forest all provided feedback from the NJ School Boards Convention.

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.”

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. Almost without exception, 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
 NOVEMBER 12, 2013

MINUTES

III. ACTION AGENDA

Ms. Roseman motioned, seconded by Dr. Stone, to approve the following:

COMMUNITY RELATIONS – 1000

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following COMMUNITY RELATIONS resolution(s) are approved as indicated:

1001. That the Board approves the Uniform State Memorandum of Agreement between the Red Bank Borough Schools and Law Enforcement Officials.

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:

3363. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Ben Forest	11/16/13 9:00 a.m. – 4:00 p.m.	W. Windsor, NJ	\$0.00	NJSBA Annual Delegate Assembly`	NA
Marj Lowe	11/16/13 9:00 a.m. – 4:00 p.m.	W. Windsor, NJ	\$0.00	NJSBA Annual Delegate Assembly`	NA
Kim Rosas	02/12/14 – 02/15/14 8:00 a.m. – 5:00 p.m.	Arlington, VA	\$250.00 Reg. \$1,128.58 Hotel & Per Diem	Kennedy Center 2014 Annual Conference	11-000-221-800-004 (Reg.) 11-000-221-500-004 (Balance)

Ms. Roseman asked if the account number above was a grant account – Ms. Pappagallo replied it was not. It was required PD and budgeted for in the General Budget.

3364. BUDGET TRANSFERS

To ratify any budget transfers effective August 2013 per the transfer report.

3365. APPROVAL OF SECRETARY/TREASURER’S REPORT

Pursuant to 18A:6-59

Approve the August 2013 Report of the Treasurer and the August 2013 Report of the Secretary as being in balance for the month.

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
NOVEMBER 12, 2013

MINUTES

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.

3366. DONATION

That the Board accepts with gratitude the generous donation of \$10,000.00 from an anonymous donor to support the Performing Arts after-school programs, for the 2013-2014 school year.

PERSONNEL – 4000

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent, the following PERSONNEL resolution(s) are approved as indicated:

- 4870. That the Board rescinds the appointment of Robert Mahon as Interim Superintendent.
- 4871. That the Board approves the appointment of Harold Reid as Interim Superintendent, effective November 2, 2013 through June 30, 2014, or sooner, at the per diem rate of \$557.60. Account #11-000-230-100-000
- 4872. That the Board approves the appointment of Eileen McClenahan as Middle School Nurse, at an MA Step 13 prorated annual salary of \$59,045.00, effective November 15, 2013 (or sooner) through June 30, 2014. Account #11-000-213-100-002
- 4873. That the Board approves an unpaid intermittent Federal Family Medical Leave (FMLA) for Aisha Person, Primary School Instructional Assistant, effective November 11, 2013 through February 3, 2014.
- 4874. That the Board approves an unpaid Federal Family Medical Leave (FMLA) for Christina Vlahos, effective November 5, 2013 through February 14, 2014 and an unpaid NJ Family Medical Leave (FMLA) from February 15, 2014 through May 20, 2014.
- 4875. That the Board approves the appointment of Tricia Campbell as Primary School Grade 3 teacher (replacing Christina Vlahos), at a BA Step 1 prorated annual salary of \$47,140.00, effective October 28, 2013 through June 30, 2014. Account #11-120-100-101-001
- 4876. That the Board approves the appointment of Lisa McLaughlin as a Primary School long-term replacement instructional assistant (replacing Tricia Campbell), at a Step 1 prorated annual salary of \$25,255.00, plus a \$2,000.00 prorated stipend for possessing a bachelor's degree, and a \$400.00 prorated stipend for possessing a NJ teaching certificate, effective October 28, 2013 through June 30, 2014. Account #11-190-100-106-001

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
NOVEMBER 12, 2013

MINUTES

4877. That the Board approves the following as Guest Teachers, effective November 13, 2013 through June 30, 2014.

Nicole Doucette	Darnell Lewis
Jackson Hoover	Bridget O'Neill

4878. That the Board approves the following as substitute hall monitors for the PreK Education Programs and their hourly rates, on an as-needed basis for the 2013-2014 school year. Account #20-218-200-110-P14

Elizabeth Ford	\$12.00
Anisha John	\$12.36

4879. That the Board authorizes the Superintendent to approve the revision to faculty/staff full or partial salaries and benefits that are being funded by the NCLB, IDEA and PreK Grants for the 2013-2014 school year, per Attachment A.

EXTRA WORK/EXTRA PAY

4880. That the Board approves Samantha Arauz to complete the 21st Century Community Learning Centers Program final reports, not to exceed 25 hours total, for the 2013-2014 school year, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #11-401-100-100-002

4881. That the Board approves the following staff members to facilitate the Chorale Program, at the rate of \$32.00 per hour, not to exceed 2 hours per week, effective October 1, 2013 through June 30, 2014. Account #20-022-100-100-014

Meredith Faistl Andrea Fontenez (substitute)

4882. That the Board approves the following staff members' participation in a parent/teacher conference, on October 30, 2013 beyond the contractual day, not to exceed hours each as noted, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #11-401-100-100-002

James T. Pierson 1.5 hours	Kim Sherman 1.5 hours
Mary Lohan 2.5 hours	

4883. That the Board approves the compensation for Phyllis Berger for facilitating one extra instructional period, effective November 1, 2013 through June 30, 2014. Account #s 50% 11-120-100-101-002; 50% 11-130-100-101-002

Adaptive PE	30 minutes per day, 2 days per week	\$1,077.28
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4884. That the Board approves Amanda Robles for extra work/extra pay, for the purpose of grant audit support in program and special education, not to exceed 10 hours, October 2013, at the hourly rate of \$23.80. Account #11-000-219-105-003

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
NOVEMBER 12, 2013

MINUTES

4885. That the Board approves the appointment of Dr. Laura C. Morana as AVID District Director on a volunteer basis through June 2014.

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:

6299. 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)
PS Student Activity Fund	Foodtown, Ocean Township, NJ (V. Vazquez and W. Strumph's classes)	11/20/2013

6300. That the Board authorizes the Interim Superintendent to submit the 2013-2014 Quality Single Accountability Continuum (QSAC) Statement of Assurance (SOA) and the District Performance Report (DPR), in accordance with NJAC.6A:30.

6301. That the Board approves the contract with MOESC for substitute nursing services for the 2012-2013 on an as needed basis in the amount of \$50.00 per hour.

6302. That the Board approves the contract with MOESC for instructional services for children with disabilities attending Non Public Schools under IDEA-B Non Public funds for July 1, 2012 through June 30, 2022.

ROLL CALL VOTE:

AYES: Ms. Burden, Mr. Forest, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone, Ms. Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: Ms. Jones, Mr. Noble

IV. HEARING OF THE PUBLIC – None

V. OLD BUSINESS

- Mr. Forest would like to invite the Environmental Commission to a meeting; Ms. Jones had suggested we have a more detailed, informative meeting.

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
NOVEMBER 12, 2013

MINUTES

VI. NEW BUSINESS

- Mr. Forest appointed Dr. Stone as a new member of the Facilities Committee.
- Mr. Forest mentioned that John Burton called him and they had a conversation about the HVAC and the Primary School.
- Ms. Viscomi stated that Dr. Morana used to attend the Athletic and Education Foundation meetings and she thinks that the Board Members should step up and try to attend the meetings. Ms. Rosmean stated that she thinks Dr. Morana was an official trustee of the Education Foundation and that the Board could not fill that capacity.
- Dr. Stone expressed his thanks to Mr. Reid for extending his term.

VII. ADJOURNMENT

At 8:51 pm Ms. Roseman motioned, seconded by Dr. Stone, to adjourn.

VOICE VOTE:

AYES: Mrs. Burden, Mr. Forest, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone, Ms. Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: Ms. Jones, Mr. Noble

Respectfully submitted,

Debra Pappagallo
Business Administrator/Board Secretary