

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
APRIL 24, 2018

Executive Session 7:00 p.m.
Public Session 7:30 p.m.

AGENDA

Call to Order – 7:00 p.m. – Primary School Cafeteria

SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted January 2, 2018. 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

- I. RESOLUTION FOR EXECUTIVE SESSION
 - A. HIB
 - B. Personnel

CALL TO ORDER – 7:30 p.m.

SUNSHINE STATEMENT

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ROLL CALL

FLAG SALUTE

- II. SUPERINTENDENT'S REPORT
 - A. Monthly Student Attendance Report
 - B. Monthly Enrollment Report
 - C. Monthly HIB Report
 - D. Monthly Student Discipline Report
 - E. Bus Evacuations

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Date of Drill	Time Drill Conducted	School	Location of Drill	Route Numbers Included in Drill	Principal or Person Assigned to Supervise the Drill
03/28/18	8:34 a.m.	Red Bank Primary School	Front Loop/ Driveway	PS-1, PS-2, PS-3, PS-4, PS-5, PS-6, PS-7 & PS-8	Mr. Luigi Laugelli, Principal

III. PRESIDENT’S REPORT

IV. COMMITTEE REPORTS

V. Budget Hearing 2018-2019 School Year
 Board of Education Discussion
 Public Comment
 Motion to close the Public Budget Hearing

VI. HEARING OF THE PUBLIC

Bylaw #0167 reads . . . “Any individual deciding to speak shall state their name and address. 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.”

VII. 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 matter is thoroughly reviewed by the Superintendent of Schools and, when necessary, other school district administrators. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, and if the circumstances permit, it is then referred to the appropriate committee of the Board of Education. The members of the Board committee work with the Administration and the Superintendent to assure its understanding of the matter. When the Board committee and the Superintendent are satisfied that it may be presented to the Board of Education, the matter is placed on the agenda at a public meeting.

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VIII. 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:

3035. TRAVEL

Name	Date/Time	Location	Cost	Theme	Account #
Kate Mills	07/30/18 – 08/10/18 8:30 a.m. – 3:30 p.m.	New York, NY	\$2,141.60	Reading/Writing Project Summer Institute 2018	Title II
Anne Amato	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Ben Forest	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Janet Jones	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Dom Kalorin	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Tom Labetti	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Marjorie Lowe	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Ann Roseman	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Fred Stone	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000
Suzanne Viscomi	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000-230-585-000

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Name	Date/Time	Location	Cost	Theme	Account #
Jared Rumage	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000- 230-585- 000
Debra Pappagallo	10/22/18 – 10/25/18 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$675.00 Group Registration Fee: \$1,500	2018 New Jersey School Boards Annual Workshop	11-000- 230-585- 000

3036. APPROVAL OF SECRETARY/TREASURER’S REPORT
 Pursuant to 18A:6-59
 To approve the February 2018 Report of the Treasurer and the February 2018 Report of the Secretary as being in balance for the month.
3037. BUDGET TRANSFERS
 To ratify any budget transfers effective February 2018 per the transfer report.
3038. BILLS PAYMENT
 To approve payment of final bills for March 2018 and for bills as of April 2018.
3039. AUTHORIZATION TO BID
 To authorize the Business Administrator to advertise for bids for Student Transportation Services for the 2018-2019 school year.
3040. APPROVAL OF MINUTES
 To approve the minutes from the March 19, 2018 Board of Education Meeting.
3041. APPROVE USE OF FACILITIES
 That the Board approves the one-time and recurring building use requests according to Board Policy, as previously distributed to the Board.
3042. SAFETY GRANT
 That the Board authorize the Business Administrator to apply for and accept a safety grant through the NJ School Insurance Group in the amount of \$7,016.78.
3043. DONATION
 That the Board accepts with gratitude the generous donation of approximately \$416.00 from Donors Choose for the classroom project entitled "Critical Thinking and Communication With Strategic Chinese Cultural Activities!" in Ms. Li's Chinese class, which will provide extra materials that will strengthen students' critical thinking, communication, and strategic planning skills.
3044. DONATION

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That the Board accepts with gratitude the generous donation of approximately \$598.00 from Donors Choose for the classroom project entitled "Foosball Needed to Improve Winter and Rainy Day Recess!" which will allow our students to engage with each other in a positive and enjoyable way during recess.

3045. DONATION

That the Board accepts with gratitude the generous donation of approximately \$184.00 from Donors Choose for the classroom project entitled "Fish in a Tree" for Ms. Geary's class, which will provide individual copies of the novel, Fish in a Tree, and an audiobook of the text. Ms. Geary will also receive a resource titled, School Success for Kids with Dyslexia & Other Reading Difficulties.

3046. DONATION

That the Board approves the grant application to Makers Empire for a 3D printer for approximately \$5,000.00 for Middle School's Project Lead the Way program.

3047. INTER-LOCAL AGREEMENT

To approve the renewal of the shared services/inter-local agreement with the Borough of Red Bank for the period of February 1, 2019 through January 31, 2024 for the following annual amounts: \$14,362 due July 31, 2019, \$14,721 due July 31, 2020, \$15,089 due July 31, 2021, \$15,466 due July 31, 2022, \$15,853 due July 31, 2023.

3048. ADOPTION OF THE 2018-2019 SCHOOL YEAR BUDGET AND TAX LEVY

WHEREAS, the Red Bank Board of Education adopted a tentative budget on March 19, 2018 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 16, 2018 and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 20, 2018; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 24, 2018; and

Budget Adjustment – Health Benefits

RESOLVED that the Red Bank Borough Board of Education includes in the proposed budget the adjustment for increased costs of health benefits in the amount of \$328,304. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits, and

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Capital Reserve Account Withdrawal – Primary School Drainage Improvement

RESOLVED that the Red Bank Borough Board of Education requests the approval of a capital reserve withdrawal in the amount of \$160,000. The district intends to utilize these funds for the Drainage Improvement Project at the Red Bank Borough Primary School, and

Maintenance Reserve Account Withdrawal

RESOLVED that the Red Bank Borough Board of Education requests the approval of a maintenance reserve withdrawal in the amount of \$50,000. The district intends to utilize these funds for maintenance expenditures in the same amount from account 11-000-261-420, and

Travel and Related Expense Reimbursement:

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:23A-7.2 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 as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$75,000 for all staff and board members for the 2018-2019 school year; and

NOW THEREFORE BE IT RESOLVED that the budget be adopted for the 2018-2019 school year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following adopted budget to the Executive County Superintendent of Schools in accordance with the statutory deadline:

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	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2018-19 Total Expenditures	\$22,040,424	\$5,692,605	\$434,547	\$28,167,576
Less: Anticipated Revenues	(\$4,815,039)	(\$5,692,605)	(\$2,563)	(\$10,510,207)
Taxes to be Raised	<u>\$17,225,385</u>	<u>\$0</u>	<u>\$431,984</u>	<u>\$17,657,369</u>

3049. IMPLEMENTATION OF THE 2018-2019 SCHOOL YEAR BUDGET

That the Board authorizes the Superintendent and the Business Administrator/Board Secretary to implement the 2018-2019 budget pursuant to local and state policies.

3050. TAX LEVY CERTIFICATION FORM A and B

RESOLVED, that the amount required for school purposes in the school district of Red Bank Borough, County of Monmouth for the 2018-2019 school year is \$17,657,369 and is required to be levied for local school district purposes.

3051. ADOPTION OF THE TAX LEVY SCHEDULE

Recommend the Board of Education Adopt the tax levy schedule for the 2018-2019 and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

General Fund:

July 2018	\$1,435,448.75	January 2019	\$1,435,448.75
August 2018	\$1,435,448.75	February 2019	\$1,435,448.75
September 2018	\$1,435,448.75	March 2019	\$1,435,448.75
October 2018	\$1,435,448.75	April 2019	\$1,435,448.75
November 2018	\$1,435,448.75	May 2019	\$1,435,448.75
December 2018	\$1,435,448.75	June 2019	\$1,435,448.75

Total	\$17,225,385.00
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Debt Service:

July 1, 2018	\$215,992.00
December 1, 2018	\$215,992.00
Total	\$431,984.00

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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:

4040. That the Board accepts the resignation of Kristin Asay as Primary School instructional assistant, effective April 20, 2018.
4041. That the Board approves the appointment of Amanda Rogo (replacing Kristin Asay) as Primary School instructional assistant, at a Step 1 prorated annual salary of \$27,265.00, effective May 15, 2018 through June 30, 2018. Account #11-216-100-106-PD1
4042. That the Board approves a paid leave of absence for Erika Goldman from June 12, 2018 through June 22, 2018 utilizing 9 sick days, September 1, 2018 through October 15, 2018 utilizing 28 sick days, and a medical leave of absence under New Jersey Family Medical Leave Act (NJFMLA) effective October 16, 2018 through November 28, 2018.
4043. That the Board approves a medical leave of absence under New Jersey Family Medical Leave (NJFMLA) for Jody Tyson effective, September 1, 2018 through October 15, 2018.
4044. That the Board approves an unpaid contractual leave of absence for Lauren Russo, effective September 1, 2018 through January 1, 2019.
4045. That the Board approves the following as Guest Teachers for the 2017-2018 school year.

Sarah Stewart

EXTRA WORK/EXTRA PAY

4046. That the Board approves the participation and compensation for Lara Wengiel and Lauren Schmitt as chaperones for the Middle School After-School Program Girls on the Run trips, at the stipulated negotiated contractual rate of \$33.00 per hour, not to exceed 2.5 hours per trip.

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:

5004. That the Board recognizes April 2018 as Child Abuse Prevention and Awareness Month.

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5005. That the Board recognizes May 7-11, 2018 as Teacher Appreciation Week.

5006. That the Board recognizes May 13-19, 2018 as Special Education Week.

5007. That the Board recognizes May 2018 as Better Hearing and Speech Month, as designated by the American Speech and Hearing Association (ASHA).

5008. That the Board approves home instruction for Student ID#11367 for up to 10 hours per week, effective immediately through June 30, 2018.

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:

6017. 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)
Horizons Grant	Commvault, Tinton Falls, NJ (AVID Elective 8)	04/26/18
District	Community YMCA, Red Bank, NJ (PS MD students)	04/30/18, 05/7/18, 05/14/18, 06/4/18, 06/11/18
PreK Grant	Seven Presidents' Park, Long Branch, NJ (All Middletown prek classes)	05/09/18
Girls on the Run	Rocky Point, Highlands, NJ (Girls on the Run Program)	05/08/18
Girls on the Run	Meadow Ridge Park, Rumson, NJ (Girls on the Run Program)	05/15/18
Girls on the Run	Meadow Ridge Park, Rumson, NJ (Girls on the Run Program)	05/22/18
Girls on the Run	Long Branch Boardwalk, Long Branch, NJ (Girls on the Run Program)	05/29/18
PTO/Parents/ Student Activities	First Energy Park, Blueclaws Stadium, Lakewood, NJ (All Grade 1 students)	05/30/18
Girls on the Run	Fair Haven Fields, Fair Haven, NJ (Girls on the Run Program)	06/03/18
PreK Grant	Primary School, Red Bank, NJ (All CYMCA prek classes)	06/04/18

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Funding Source	Location	Date(s)
PreK Grant	Primary School, Red Bank, NJ (All Middletown & First Baptist Church prek classes)	06/05/18
PreK Grant	Primary School, Red Bank, NJ (All MDCC & Acelero prek classes)	06/06/18
PreK Grant	Monmouth Museum, Lincroft, NJ (Three Monmouth Reformed Temple prek classes)	06/06/18
PreK Grant	Monmouth Museum, Lincroft, NJ (Two Monmouth Reformed Temple prek classes)	06/07/18

6018. That the Board approves the revised 2017-2018 school year calendar.

6019. That the Board approves the Harassment, Intimidation and Bullying (HIB) report as submitted by the Superintendent.

6020. That the Board approves the following student teacher and cooperating teacher.

Student Teacher	College/ University	Cooperating Teacher	School/ Grade	Hours/ Dates
Alexis Cherry	Rutgers	Anne Szczurek	RBPS/ESL Grade 1	9/4/18 – 12/21/18

6021. That the Board approves a student internship at Red Bank Primary School for three Trinity Hall High School seniors during April, May and/or June 2018.

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:

9003. That the Board approves the following policies for first reading.

<u>Policy #</u>	<u>Policy</u>
5330.04	Administering an Opioid Antidote

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- IX. HEARING OF THE PUBLIC
- X. OLD BUSINESS
- XI. NEW BUSINESS
- XII. ADJOURNMENT

Board of Education Meetings – 2018

Regular Public Meetings – 7:00 p.m. – Primary School Cafeteria

January 16, 2018	August 7, 2018**
February 20, 2018	August 21, 2018***
March 19, 2018	September 25, 2018
April 24, 2018*	October 16, 2018
May 15, 2018	November 20, 2018
June 12, 2018	December 18, 2018
July 17, 2018**	January 3, 2019*

*Public Budget Hearing

**Middle School Media Center – 7 p.m. Executive Session/7:30 p.m. Public Session

***Board Retreat @ Middle School Media Center 5:00 p.m.; Executive Session @ 7:00 p.m.; Public Session @ 7:30 pm

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	Community Relations	Curriculum & Instruction	Facilities & Safety Committee	Finance	Policy
Chairperson:	Tom Labetti	Ann Roseman	Janet Jones	Suzanne Viscomi	Fred Stone
Members:	Anne Amato Janet Jones Sue Viscomi	Ben Forest Marj Lowe Fred Stone	Dominic Kalorin Fred Stone	Tom Labetti Ann Roseman Fred Stone	Anne Amato Ben Forest Sue Viscomi
Time	7:30 PM	6:30 PM	9:00 AM	6:15 PM	5:45 PM
	Meets 4 th Tuesday as needed	Meets 4 th Tuesday	Meets 3 rd Tuesday	Meets prior to BOE Meetings	Meets prior to BOE Meetings as needed
Location:	Board Office	Board Office	Board Office	Location of BOE Meeting	Location of BOE Meeting
Date of Meetings:	No meeting in January	No meeting in January	No meeting in January	No meeting in January	No meeting in January
				02/06/2018	
	02/27/2018	02/27/2018	02/20/2018	02/20/2018	02/20/2018
	03/27/2018	03/27/2018	03/20/2018	03/13/2018	03/19/2018
	Cancelled	Cancelled	04/17/2018	04/24/2018	04/24/2018
	05/22/2018	05/22/2018	05/15/2018	05/15/2018	05/15/2018
	06/26/2018	06/26/2018	06/19/2018	06/12/2018	06/12/2018
	No meeting in July	No meeting in July	No meeting in July	No meeting in July	No meeting in July
				August TBA	August TBA
	09/18/2018	09/18/2018	09/18/2018	09/25/2018	09/25/2018
	10/23/2018	10/23/2018	10/16/2018	10/16/2018	10/16/2018
	11/27/2018	11/27/2018	11/20/2018	11/20/2018	11/20/2018
	December TBA	December TBA	12/18/2018	12/18/2018	12/18/2018

Negotiations: Janet Jones, Chairperson; Ann Roseman Suzanne Viscomi
Meets as needed

Residency: Janet Jones, Chairperson; Ann Roseman, Co-Chairperson; Fred Stone, Suzanne Viscomi
Meets as needed

**Notes difference in usual date or time.*