

**RED BANK BOROUGH BOARD OF EDUCATION
 RED BANK, NEW JERSEY
 BOARD OF EDUCATION
 PUBLIC MEETING
 MAY 17, 2016**

MINUTES

Call to Order – 7:32PM – 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 5, 2016. 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: Ben Forest, Marjorie Lowe, Carrie Ludwikowski, Ann Roseman, Fred Stone, Sue Viscomi

ABSENT: Michael Ballard, Janet Jones (arrived 8:20 pm), Peter Noble

ALSO PRESENT: Jared Ramage, Superintendent; Debra Pappagallo, Business Administrator/Board Secretary; Peter Sokol, Esq.; Erin Law, Esq. Bond Counsel

FLAG SALUTE

Ms. Ludwikowski led the Salute to the Flag.

I. SUPERINTENDENT’S REPORT

A. Bus Evacuation Drill

<u>Date of Drill</u>	<u>Time Drill Conducted</u>	<u>School</u>	<u>Location of Drill</u>	<u>Routes included in drill</u>	<u>Name of School Principal or person(s) assigned to supervise the drill</u>
04/10/16	8:03 a.m.	Red Bank Middle School	Area in back of building	MS1, MS2, MS3, MS4, MS5, MS6, MS7, MS8 & 8090	Mrs. Maria Iozzi, Principal and Mr. Julius Clark, Vice-Principal

B. HIB - Dr. Ramage reported on one non HIB incident.

C. Personnel -Dr. Ramage addressed personnel items on this evening’s agenda.

D. Residency Checks - Dr. Ramage reported on the status of the process.

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- E. Diversity Summit Update - Ms. Ehrola, Grade 7 Middle School Teacher, reported on the Diversity Summit at Rumson Country Day School.
- F. United Way Sumer Program – Primary School Principal, Mr. Laugelli, and Vice Principal, Dena Russo presented.

II. PUBLIC HEARING FOR THE REFUNDING BOND ORDINANCE:

Continuation from the May 10, 2016 meeting.

Ms. Roseman motioned, seconded by Ms. Viscomi, to close the public hearing for the refunding bond ordinance.

VOICE VOTE:

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

NAYS: None ABSTENTIONS: None

ABSENT: Mr. Ballard, Ms. Jones (arrived 8:20 pm), Mr. Noble

III. 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:

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

3047. REFUNDING BOND ORDINANCE SECOND READING & ADOPTION

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE BOROUGH OF RED BANK IN THE COUNTY OF MONMOUTH, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE REFUNDING SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED JULY 1, 2005, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$4,690,000, APPROPRIATING NOT TO EXCEED \$2,190,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$2,190,000 REFUNDING SCHOOL BONDS TO PROVIDE FOR SUCH REFUNDING.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE BOROUGH OF RED BANK IN THE COUNTY OF MONMOUTH, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The Board of Education of the Borough of Red Bank in the County of Monmouth, New Jersey (the “School District”) is hereby authorized to refund all or a portion of the

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outstanding callable refunding school bonds of the School District originally issued in the principal amount of \$4,690,000 and dated July 1, 2005 (the "Prior Bonds").

The Prior Bonds maturing on or after May 1, 2017 (the "Refunded Bonds") may be redeemed at the option of the School District in whole or in part on any date on or after May 1, 2016 (the "Redemption Date") at a redemption price equal to the par amount of the Refunded Bonds to be redeemed plus accrued interest, if any, to the Redemption Date.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$2,190,000 pursuant to N.J.S.A. 18A:24-61 et seq.

Section 3. An aggregate amount not exceeding \$85,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Clerk of the Borough of Red Bank (the "Borough") and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the Prior Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

- Mr. Forest asked how much the savings were calculated and if there was risk. Ms. Law explained the savings and there was no risk.

ROLL CALL VOTE:

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

NAYS: None ABSTENTIONS: None

ABSENT: Mr. Ballard, Ms. Jones (arrived 8:20 pm), Mr. Noble

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

**3052. RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF \$2,190,000 REFUNDING SCHOOL BONDS OF THE BOARD OF EDUCATION OF THE BOROUGH OF RED BANK IN THE COUNTY OF MONMOUTH, NEW JERSEY AND PROVIDING FOR THE SALE AND THE DELIVERY OF SUCH BONDS
BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF RED BANK IN THE COUNTY OF MONMOUTH, NEW JERSEY AS FOLLOWS:**

Section 1. The Board of Education of the Borough of Red Bank in the County of Monmouth, New Jersey (referred herein as the "Board of Education" or "Board") hereby authorizes the sale of \$2,190,000 Refunding School Bonds (the "Bonds") by virtue of its final adoption by a two-thirds majority of its full membership on May 10, 2016 of a bond ordinance entitled, "Refunding Bond Ordinance of The Board of Education of the Borough of Red Bank in the County of Monmouth, New Jersey, Providing for the Refunding of All or a Portion of the Outstanding Callable Refunding School Bonds of the School District, Dated July 1, 2005, Issued in the Original Principal Amount of \$4,690,000, Appropriating Not to Exceed \$2,190,000 Therefor and Authorizing the Issuance of Not to Exceed \$2,190,000 Refunding Bonds to Provide for Such Refunding."

Section 2. The Bonds are hereby authorized to be sold to Peapack-Gladstone Bank (the "Purchaser") at a rate of 1.57% per annum in accordance with the term sheet submitted by the Purchaser (the "Term Sheet"). The Term Sheet is attached hereto as Exhibit A. The purchase price for the Bonds will equal the par amount of the Bonds. The Business Administrator/Board Secretary is hereby authorized to accept the terms of the Term Sheet on behalf of the Board of Education for the sale of the Bonds to the Purchaser in accordance with the provisions of this resolution.

Section 3. The Bonds are being issued to incur interest cost savings by redeeming all of the callable outstanding school bonds of the Board of Education originally issued in the principal amount of \$4,690,000, dated July 1, 2005, which bonds maturing on or after May 1, 2017 (the "Refunded Bonds") are redeemable at the option of the Board of Education in whole or in part on any date at par (the "Redemption Price"), plus in each case accrued interest, if any, to the date fixed for redemption. Proceeds of the Bonds will be used to provide for the refunding and the costs of issuance necessary for the issuance of the Bonds.

Section 4. The Bonds shall be issued in accordance with the terms and the conditions set forth in the Term Sheet within the parameters set forth herein:

(A) The Bonds shall be issued in the par amount of \$2,190,000 as determined by the Business Administrator/Board Secretary with the advice of Phoenix Advisors, LLC (the "Financial Advisor"). The proceeds of the Bonds will pay costs of issuance and will provide for payment of the Redemption Price, or the amount necessary to fund an escrow which when invested will be sufficient to pay the Redemption Price, of the Refunded Bonds on the Redemption Date and the interest due on the Refunded Bonds through the Redemption Date;

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(B) The Bonds shall be dated the date of delivery or as otherwise established by the Business Administrator/Board Secretary with the advice of the Financial Advisor;

(C) The Bonds shall mature in the principal amounts on May 1 of each year, commencing on May 1, 2017 and annually thereafter until May 1, 2021 as determined by the Business Administrator/Board Secretary with the advice of the Financial Advisor and shall bear interest at the interest rate per annum set forth in the Term Sheet on the unpaid principal balance on each May 1 and November 1 until maturity, commencing on November 1, 2016 and ending May 1, 2021;

(D) The Bonds shall be issued in the form of one bond for each maturity or as determined by Bond Counsel;

(E) The Bonds shall be numbered consecutively from R-1 upward and shall mature in such principal amounts as set forth herein; and

(F) The Bonds are not subject to optional redemption.

Section 4. The Bonds shall be substantially in the following form with such additions, deletions and omissions as may be necessary for the Board of Education to market the Bonds:

REGISTERED
NUMBER R-1

REGISTERED
\$2,190,000

UNITED STATES OF AMERICA
STATE OF NEW JERSEY
THE BOARD OF EDUCATION OF THE
BOROUGH OF RED BANK
IN THE COUNTY OF MONMOUTH
REFUNDING SCHOOL BOND

THE BOARD OF EDUCATION OF THE BOROUGH OF RED BANK IN THE COUNTY OF MONMOUTH, NEW JERSEY (the "Board of Education" or the "School District"), hereby acknowledges itself indebted and for value received promises to pay to Peapack-Gladstone Bank or its registered assigns, on each annual maturity date commencing May 1, 2017 specified in Schedule A which is attached hereto, the principal amount set forth for such dates in Schedule A for the aggregate principal sum of TWO MILLION ONE HUNDRED NINETY THOUSAND DOLLARS (\$2,190,000) and to pay interest on the outstanding principal of such sum from the dated date at the rate of interest per annum specified in the attached Schedule A payable by check or draft mailed or delivered semiannually on the first days of March and November in each year until May 1, 2021 (the "Final Maturity"), commencing November 1, 2016. Interest on this bond shall be calculated on the basis of a 360-day year consisting of twelve 30-day months. Both the principal of and the interest on this bond are payable in lawful money of the United States of America. The final principal installment shall be payable at Final Maturity upon presentation and surrender of this bond. This bond is transferable by delivery only upon the books of the Board of Education by the registered owner hereof in person, or by its attorney, duly authorized in writing upon surrender hereof, together with written instrument of transfer satisfactory to the Board of Education, and thereupon the Board

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of Education will issue in the name of the transferee a new registered bond or bonds of the same aggregate principal amount, maturity, and interest rate as the surrendered bond.

The bonds of this issue are not subject to redemption prior to their stated maturities.

This bond is one of an authorized issue of bonds and is issued pursuant to Title 18A, Education, Chapter 24, of the New Jersey Statutes and the refunding bond ordinance finally adopted by the Board of Education on May 10, 2016, in all respects duly approved. Payment of this obligation is secured under the provisions of the New Jersey School Bond Reserve Act, P.L. 1980, c. 72, approved July 16, 1980, as amended by P.L. 2003, c.118, approved July 1, 2003, in accordance with which an amount equal to 1% of the aggregate outstanding bonded indebtedness (but not to exceed the moneys available in the fund) of New Jersey counties, municipalities and school districts for school purposes as of September 15 of each year, is held within the State Fund for the Support of Free Public Schools as a school bond reserve pledged by law to secure payments of principal and interest due on such bonds in the event of the inability of the issuer to make payment.

The full faith and credit of the School District are hereby irrevocably pledged for the punctual payment of the principal of and the interest on this bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the constitution or the statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this bond exist, have happened and have been performed and that the issue of bonds of which this is one, together with all other indebtedness of the School District, is within every debt and other limit prescribed by such constitution or statutes.

IN WITNESS WHEREOF, THE BOARD OF EDUCATION OF THE BOROUGH OF RED BANK IN THE COUNTY OF MONMOUTH, New Jersey has caused this bond to be executed in its name by the manual or facsimile signature of its President, its corporate seal to be hereunto imprinted or affixed, this bond and the seal to be attested by the manual signature of its Secretary, and this bond to be dated the Dated Date as specified above.

THE BOARD OF EDUCATION OF THE [SEAL]BOROUGH OF RED BANK IN THE COUNTY OF MONMOUTH
ATTEST:

By: _____
President

By: _____
Board Secretary

Section 5. The Board hereby ratifies the sale of the Bonds through a private sale by the Business Administrator/Board Secretary pursuant to the requirements of Chapter 264, Public Laws

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2003, approved January 14, 2004. In consultation with Bond Counsel and the Financial Advisor to the Board of Education, the Business Administrator/Board Secretary is authorized to revise the interest payment dates, principal payments amounts, the form of the Bond and number of maturities provided for herein between the sale date and closing date on such Bonds. The Board of Education hereby designates the Business Administrator/Board Secretary to sell and to award the Bonds in accordance with the Term Sheet prepared by the Financial Advisor.

Section 6. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by Bond Counsel, complete except for omission of its date.

Section 7. Bond Counsel is authorized to arrange for the printing of the Bonds.

Section 8. The Board of Education hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended, in order to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds.

Section 9. The Business Administrator/Board Secretary is hereby authorized to make representations and warranties, if necessary, to enter into agreements and to make all arrangements with the paying agent as may be necessary in order to provide that the Bonds will be eligible for deposit with the paying agent and to satisfy any obligation undertaken in connection therewith.

Section 10. The Business Administrator/Board Secretary is authorized to invest the proceeds of the Bonds in investment obligations or deposits as permitted in accordance with New Jersey law. The Business Administrator/Board Secretary, Board President and Bond Counsel are hereby authorized to take the necessary actions to fulfill the intent and requirements of this resolution.

Section 11. This resolution shall take effect immediately.

- Ms. Roseman asked if this new payment schedule would be similar to the 16-17 debt service on the old bonds. Ms. Law explained there would be a new payment schedule and it could happen.

ROLL CALL VOTE:

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

NAYS: None ABSTENTIONS: None

ABSENT: Mr. Ballard, Ms. Jones (arrived 8:20 pm), Mr. Noble

IV. PRESIDENT'S REPORT

A. Committee Reports

- Ms. Roseman reported on the Curriculum Committee
- Mr. Forest reported on the Community Relations Committee

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- Ms. Viscomi reported on the Finance Committee. Dr. Rumage thanked Ivelis Menter and Nicole Tate for an efficient Lunch Program audit.
- Dr. Stone reported on the Facilities Committee.
- Dr. Stone reported on the Policy Committee.

V. HEARING OF PUBLIC - NONE

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.”

VI. 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. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

VII. ACTION AGENDA

Ms. Roseman motioned, seconded by Dr. Stone, 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:

3047. Approved earlier in the meeting

3048. OPERATIONS:

A. ADOPTION OF POLICIES

That the Board approves the adoption of all existing Board Policies and Regulations for the 2016-2017 School Year.

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B. ORGANIZATIONAL CHART

That the Board approves the Organizational Chart for the District for the 2016-2017 School Year.

C. STANDARD OPERATING PROCEEDURE MANUAL

That the Board approves the District's Standard Operating Procedure Manual for the 2016-2017 School Year.

D. MULTI-YEAR PLANS

That the Board approves the following district's following previously approved multi-year plans for the 2016-2017 School Year:

- Long Range Facilities Plan
- Three-Year Comprehensive Maintenance Plan
- Technology Plan
- Comprehensive Equity Plan
- Emergency Management Plans
- New Teacher Induction /Mentor Plan

E. CORE CURRICULUM OPERATIONS

That authorization is granted for continuation of the operation of the Red Bank Borough School District for the 2016-2017 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 2016-2017 budget pursuant with local and state policies and regulations.

- Curriculum Guides
- Textbook Adoptions
- School Health Services Plan
- Mentoring Plan
- Intervention & Referral Services Guidelines (I&RS)

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

WHEREAS the Inter-district School Choice Program (N.J.S.A. 18A:36B-14-24) was signed into law by Governor Christie on September 10, 2010 and for the 2016-2017 school year, and

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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 Inter-district 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 district 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.

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.

G. STATE CONTRACT PURCHASING

WHEREAS, Title 18A:18A-10 provides that "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

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WHEREAS, The Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, Board of Education desires to authorize its purchasing agent for the 2016-2017 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

H. ED DATA CO-OP

That the Board approves continuation of a cooperative purchasing services contract for the 2016-2017 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.

I. MRESC CO-OP

To approve continuation of a cooperative pricing system for the purchase of goods and services with Middlesex Regional Educational Services Commission for the 2016-2017 school year

J. PETTY CASH

That petty cash funds for the 2016-2017 school year are authorized not to exceed \$2,000.00 per Board Policy.

K. DESIGNATION OF DEPOSITORIES/SIGNATORIES

That PNC is approved as the official depository for the Board of Education funds through the next reorganization meeting, January 2017, 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 and Peapack- Gladstone Bank. Authorization is granted for the execution of all necessary signature cards for bank accounts maintained by the Red Bank Borough Board of Education.

Cafeteria Account	Superintendent or Board President and Board Secretary <i>(Requires two signatures)</i>
General Account	President or Vice President, Board Secretary and Treasurer <i>(Requires three signatures)</i>

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Payroll Account	Petty Cash Account Superintendent or Board President and Board Secretary (<i>Requires two signatures</i>) Treasurer and Board Secretary (<i>Requires two signatures</i>)
Payroll Agency Account	Treasurer and Board Secretary (<i>Requires two signatures</i>)
School Activity Accounts	Respective Principal or Vice Principal and Board Secretary (<i>Requires two signatures</i>)
Bond Payment Account	President or Vice President and Board Secretary (<i>Requires two signatures</i>)

3049. APPOINTMENTS

A. BOARD SECRETARY

That the Board approves the appointment of Debra Pappagallo as the Board Secretary for the 2016-2017 School Year.

B. QUALIFIED PURCHASING AGENT/SCHOOL FUNDS INVESTOR

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 \$40,000*), 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 \$6,000*) 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 Debra Pappagallo through June 30, 2017 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

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BE IT FURTHER RESOLVED that Debra Pappagallo 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 \$6,000) without soliciting competitive quotations, and BE IT FURTHER RESOLVED that Debra Pappagallo is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Board of Education of the Borough of Red Bank when contracts in the aggregate exceed 15% of the bid threshold (Currently \$6,000) but are less than the bid threshold of \$40,000.

C. CLAIMS AUDITOR/PRE-PAMENT AUTHORITY

RESOLVED that the Business Administrator/Board Secretary 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 for the 2016-2017 School Year.

D. CUSTODIAN OF RECORDS

BE IT RESOLVED that Debra Pappagallo be named to serve as Custodian of Records for the Red Bank Borough Board of Education for the 2016-2017 School Year.

WHEREAS, P.L. 2001, c.404 (C.47:1A-7), known as the Public Access Law, amends and supplements P.L. 1963, c 73.P.L. 1995, c.23 and P.L. 1998, c.17 regarding public access to government records, and

WHEREAS, the law designates that a person be designated as the custodian of a government record, and

WHEREAS, copies of permitted government records must be provided to persons upon written request and upon prepayment of fees prescribed by law or regulation, and

WHEREAS, except as otherwise provided by law or regulation, the fee assessed for the copying of a government record shall be \$.75 per page pages 1-10, \$.50 per page pages 11-20, and \$.26 per page pages over 20.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education appoints the Business Administrator/Board Secretary as the custodian of government records, and

BE IT FURTHER RESOLVED, that the Red Bank Borough Schools District approves the attached form for the use of any person, who requests access to a government record, and

BE IT FURTHER RESOLVED, that the fees should be reviewed and approved annually by the Board of Education.

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E. AFFIRMATIVE ACTION OFFICER/PUBLIC AGENCY COMPLIANCE OFFICER

To appoint Debra Pappagallo 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 through June 30, 2017.

F. DISTRICT HOMELESS LIAISON

To approve Debra Pappagallo, School Business Administrator, to serve as the district's Homeless Liaison through June 30, 2017.

G. INTEGRATED PEST MANAGEMENT/ASBESTOS OFFICER

To appoint Michael Isley as Asbestos Officer and Integrated Pest Management Coordinator to oversee all activities related to integrated pest management and pesticide use in the district from July 1, 2016 through June 30, 2017.

H. RIGHT TO KNOW MANAGEMENT, INDOOR AIR QUALITY AND CHEMICAL HYGIENE OFFICER

To appoint Thomas Berger as Right To Know Manager, Indoor Air Quality Officer and Chemical Hygiene Officer to oversee all related activities in the district from July 1, 2016 through June 30, 2017.

I. TREASURER OF SCHOOL MONIES

To appoint Frank Mason as Treasurer of School Monies at an annual salary of \$4,600 from July 1, 2016 through June 30, 2017.

3050. PROFESSIONAL SERVICE APPOINTMENTS

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following professional services appointments effective July 1, 2016 through June 30, 2017. 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.

A. AUDITING SERVICES

To appoint the accounting firm of Holman, Frenia Allison, P.C. as School Auditors for the audit year ending June 30, 2017, at an annual fee of \$36,750. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

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B. LEGAL SERVICES

To continue the appointment of the firm of McOmber & McOmber as School Attorney at \$1200 monthly per a separate retainer agreement, with the \$145 hourly billing rate for extra services for July 1, 2016 through June 30, 2017. The Contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

C. SPECIAL LEGAL SERVICES

To continue the appointment of the firm of Methfessel & Werbel, Esqs. as the District's Attorney for Special Education matters for \$145 hourly billing rate for these services for July 1, 2016 through June 30, 2017. The Contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized

D. ARCHITECTURAL SERVICES

To appoint Settembrino Architects as the Architect of Record for the School District for the 2016-2017 School Year. The contract is 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.

E. LSRP & ENGINEERING SERVICES

That the Board approve the appointment of T&M Associates for the 2016-2017 School Year for LSRP and Engineering Services on an as needed basis. The contract is 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

F. INDEPENDENT REGISTERED MUNICIPAL ADVISOR

To appoint Phoenix Advisors, LLC as Independent Registered Municipal Advisor of Record and Continuing Disclosure Agent Service for the 2016-2017 school year. The contract is 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

G. APPOINTMENT OF BOND COUNSEL

To appoint McManimon, Scotland & Baumann, LLC to provide specialized legal services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board of Education. The contract is 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

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H. INSURANCE CONSULTANTS

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 Brown and Brown Benefits Advisors, to provide insurance services which may be awarded by resolution without public advertising for bids per NJSA 18A:18A-5 for the 2016-2017 school year. By statute these do not require bids but do require Political Contribution Disclosures.

I. TAX SHELTER ANNUITY COMPANIES

To approve the appointment of the following Brokers of Record for provision of employee contributions of 403(b) tax shelter annuities for the 2016-2017 school year: AXA Equitable, MetLife, Valic.

J. THIRD PARTY ADMINISTRATOR-FSA

To approve the agreement between Horizon Blue Cross Blue Shield of New Jersey and the district for the 2016-2017 school year as third party administrator for the Flexible Spending Account Plan.

K. POLICY SERVICES

To continue the appointment of Strauss Esmay as the district's policy review services firm.

L. E-RATE SERVICES

To approve On-Tech Consulting, Inc. as the District's e-rate consultant for the 2016-2017 e-rate filing period at an amount equal to 10% of the savings generated through the e-rate program, with a \$30,000 cap. On-Tech will prepare all e-rate applications and filings for the District.

M. MEDICAL INSPECTOR/SCHOOL PHYSICIAN

To appoint Professional Services and Management, LLC, Dr. Robert Morgan, as Medical Inspector/School Physician at an annual fee of \$2,500.00 for the 2016-2017 school year.

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3051. TRAVEL

Name	Date/Time	Location	Cost	Theme	Account #
Eric Schwarz	06/27/16 – 07/01/16 8:00 a.m. – 5:00 p.m.	Glassboro, NJ	\$1,526.02	Project Lead the Way (PLTW) Automation and Robotics	11-000-221-500-002
Carol Boehm	07/15/16 – 07/17/16 8:00 a.m. – 5:00 p.m.	Wenham, MA	\$489.18	2016 Biennial FAME Conference (Feierabend Association for Music Educators)	11-000-221-500-002
Michael Ballard	10/25/16 – 10/27/16 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$535.00 Group Registration Fee: \$1,400.00	2016 New Jersey School Boards Annual Conference	11-000-230-585-000
Peter Noble	10/25/16 – 10/27/16 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$535.00 Group Registration Fee: \$1,400.00	2016 New Jersey School Boards Annual Conference	11-000-230-585-000
Ann Roseman	10/25/16 – 10/27/16 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$535.00 Group Registration Fee: \$1,400.00	2016 New Jersey School Boards Annual Conference	11-000-230-585-000
Fred Stone	10/25/16 – 10/27/16 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$535.00 Group Registration Fee: \$1,400.00	2016 New Jersey School Boards Annual Conference	11-000-230-585-000
Suzanne Viscomi	10/25/16 – 10/27/16 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$535.00 Group Registration Fee: \$1,400.00	2016 New Jersey School Boards Annual Conference	11-000-230-585-000

- Ms. Jones asked if she had missed signing up for something. Mrs. Pappagallo explained that her travel, as well as the other members absent from the May 10, 2016 meeting, was approved then. Since there were only five members present on May 10, 2016, present members at that meeting had to abstain from their own travel. This caused on four affirmative votes which was not enough to pass their own travel.

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3052. Approved earlier in the meeting

3053. BILLS PAYMENT

To approve payment of final bills for April 2016 and for bills as of May 2016.

3054. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

Approve the March 2016 Report of the Treasurer and the March 2016 Report of the Secretary as being in balance for the month.

3055. BUDGET TRANSFERS

To ratify any budget transfers effective March 2016 per the transfer report.

3056. APPROVAL OF MINUTES

To approve the minutes from the April 12 and 26, 2016 Board of Education Meetings.

3057. TRANSPORTATION AWARD ESY 2016

That the Board approves the award of routes RB-ESY1, RB-ESY2, & RB-ESY3 for the 2016-2017 Extended School Year program to Durham School Services. Quotations were requested from Durham School Services, First Student, and R. Helfrich & Son. Durham School Services provided the winning response for each route with a \$250 per diem for a total maximum cost of \$14,250.

3058. TRANSPORTATION AWARD

To award route B1516 for the 2015-2016 school year to Unlimited Autos for transportation from Red Bank, NJ to BEST Academy, Tinton Falls, NJ. Quotations were requested from Briggs Transportation, Shamrock Stage Coach, and Unlimited Autos. Unlimited Autos provided the winning response with a \$141.60 per diem.

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:

4068. That the Board approves the revision to the salary for *Diana Archila* from BA Step 1 annual salary of \$49,300.00 to an MA Step 1 annual salary of \$52,300.00, effective September 1, 2016 through June 30, 2017.

4069. That the Board approves a leave of absence for Colleen *DeFilippis*, utilizing 34 paid days, effective September 1, 2016 through October 21, 2016, a Federal Medical Leave of Absence (FMLA),

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effective October 22, 2016 through January 20, 2017, and a New Jersey Family Medical Leave of Absence (NJFMLA) effective January 21, 2017 through April 21, 2017.

- 4070.** That the Board approves a leave of absence for *Dana Slipek* utilizing 40 paid days, effective September 1, 2016 through October 31, 2016, a Federal Medical Leave of Absence (FMLA), effective November 1, 2016 through February 6, 2017, and a New Jersey Family Medical Leave of Absence (NJFMLA) effective February 7, 2017 through May 8, 2017.
- 4071.** That the Board approves a leave of absence for *Caroline McClelland* utilizing 19 paid days, effective May 16, 2016 through June 13, 2016, an unpaid leave of absence, effective June 14, 2016 through June 30, 2016, a paid leave of absence utilizing 6 paid days effective September 1, 2016 through September 9, 2016, and a Family Medical Leave of Absence (FMLA) effective September 10, 2016 through October 2, 2016.

EXTRA WORK/EXTRA PAY

- 4072.** That the Board approves the following staff members' participation and their compensation for the Extended School Year, effective July 5, 2016 through August 4, 2016, at the stipulated negotiated contractual rate of \$20.00 per hour for instructional assistants and at the stipulated negotiated contractual rate of \$33.00 per hour for teachers and nursing staff.

Name	Assignment	Days/Hours per day
<i>Kelly Hogan</i>	Pre-K SpEd Teacher	M-R/5.5 hours/day
<i>Toni Graham</i>	Pre-K SpEd Teacher	M-R/5.5 hours/day
<i>Vaenessaa Vazquez</i>	PS LLD Teacher	M-R/5.5 hours/day
<i>Jennifer Rigby</i>	PS LLD Teacher	M-R/5.5 hours/day
<i>James Reuter</i>	PS LLD Teacher	M-R/5.5 hours/day
<i>Jason DeLeonardo</i>	MS LLD Teacher	M-R/5.5 hours/day
<i>Samantha Dimsey</i>	PS MD Teacher	M-R/5.5 hours/day
<i>Jacqueline Vascimini</i>	MS MD Teacher	M-R/5.5 hours/day
<i>Cathleen Reardon</i>	Nurse	M-R/5 hours/day
<i>Debra Rochford</i>	Substitute Nurse	As needed basis

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<i>Carol Boehm</i>	Instructional Assistant	M-R/5 hours/day
<i>Paula Collins</i>	Instructional Assistant	M-R/5 hours/day
<i>Donna Sickels</i>	Instructional Assistant	M-R/5 hours/day
<i>Jennifer Silverstein</i>	Instructional Assistant	M-R/5 hours/day
<i>Greta Walsh</i>	Instructional Assistant	M-R/5 hours/day
<i>Susan Frieri</i>	Instructional Assistant	M-R/5 hours/day
<i>Krishna Tyler</i>	Instructional Assistant	M-R/5 hours/day
<i>Stephanie Chiappetti</i>	Instructional Assistant	M-R/5 hours/day
<i>Caroline Dwyer</i>	Instructional Assistant	M-R/5 hours/day
<i>Emily Vascimini</i>	Instructional Assistant	M-R/5 hours/day
<i>Debra Nilson</i>	Instructional Assistant	M-R/5 hours/day
<i>Kim Terry</i>	Instructional Assistant	M-R/5 hours/day
<i>Patrick Hanson</i>	Instructional Assistant	M-R/5 hours/day
<i>Thomas Schroll</i>	Instructional Assistant	M-R/5 hours/day
<i>Joanna Kudrick</i>	Instructional Assistant	M-R/5 hours/day
<i>Diva Ciani</i>	Instructional Assistant	M-R/5 hours/day
<i>Mark Wright</i>	Instructional Assistant	M-R/5 hours/day
<i>Jessica Sevillano</i>	Instructional Assistant	M-R/5 hours/day
<i>Tina Hartman</i>	Instructional Assistant	M-R/5 hours/day
<i>John Adranovitz</i>	Instructional Assistant	M-R/5 hours/day
<i>Nicole Doucette</i>	Instructional Assistant	M-R/5 hours/day
<i>Tiffaney Harris</i>	Instructional Assistant	M-R/5 hours/day
<i>Matthew Di Marco</i>	Instructional Assistant	M-R/5 hours/day

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<i>Barbara Reed</i>	Substitute Teacher/IA	As needed basis
<i>Rebecca Schwartz</i>	Substitute Teacher/IA	As needed basis
<i>Janet Sharkey</i>	Substitute Teacher/IA	As needed basis
<i>Anne Szczurek</i>	Substitute Teacher/IA	As needed basis
<i>Magda Timmes</i>	Substitute/IA	As needed basis

4073. That the Board approves the following staff members for Extended School Year Planning, not to exceed five hours each, to be completed prior to July 5, 2015 at the stipulated negotiated contractual rate of \$33.00 per hour.

<i>Kelly Hogan</i>	<i>Toni Graham</i>
<i>Vaenessaa Vazquez</i>	<i>Jennifer Rigby</i>
<i>James Reuter</i>	<i>Jason DeLeonardo</i>
<i>Samantha Dimsey</i>	<i>Jacqueline Vascimini</i>

4074. That the Board approves all ESY staff members and substitutes to be compensated for one hour of an ESY Training Workshop to be conducted prior to June 22, 2016 at the negotiated contractual rate of \$33.00 for teachers and nursing staff, and \$20.00 for Instructional Assistants.

4075. That the Board approves the following teachers for the United Way Early Literacy Summer Program, from July 5, 2016 through August 4, 2016 at the stipulated rate of \$30.00 per hour. Account #20-025-100-100-UW1

Teacher	Grade Level	Hours
<i>Beth Moran</i>	Kindergarten	Not to exceed 88 hours
<i>Elsida Mazariegos</i>	Kindergarten	Not to exceed 88 hours
<i>Nicole Mancini</i>	1	Not to exceed 88 hours
<i>Meredith Faistl</i>	1	Not to exceed 88 hours
<i>Joan McLaughlin</i>	2	Not to exceed 88 hours
<i>Megan Saraiva</i>	2	Not to exceed 88 hours
<i>Anne Szczurek</i>	Adult ESL	Not to exceed 50 hours
<i>Rosalie Trudell</i>	Literacy Interventionist	Not to exceed 60 hours

4076. That the Board approves the *Martha Carvajal* as Instructional Assistant for the United Way Early Literacy Summer Program, from July 5, 2016 through August 4, 2016, not to exceed 76 hours, at the stipulated rate of \$18.00 per hour. Account #20-025-100-100-UW1

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4077. That the Board approves the following guest teachers/instructional assistants for the United Way Early Literacy Summer Program, on an as-needed basis, from July 5, 2016 through August 4, 2016 at the stipulated rate of \$30.00 (teacher)/\$18.00 (IA) per hour. Account #20-025-100-100-UW1.

*Martha Carvajal Suzanne Ritger
 Barbara Reed Krishna Tyler*

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:

6049. 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)
11-000-270-512-001	Red Bank Middle School, Red Bank, NJ (All Grade 3 students)	06/07/2016

6050. That the Board approves the Harassment, Intimidation and Bullying (HIB) report as submitted by the Superintendent.

ROLL CALL VOTE:

AYES: Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone, Ms. Viscomi
 NAYS: None ABSTENTIONS: Ms. Roseman, Dr. Stone, Ms. Viscomi abstained on their own travel in 3051.
 ABSENT: Mr. Ballard, Mr. Noble

VIII. HEARING OF THE PUBLIC

- Carol Boehm, President RBBEA congratulated Dr. Ramage on an award by the Monmouth County Education Association on behalf of the RBBEA.

IX. OLD BUSINESS - None

X. NEW BUSINESS

- Ms. Viscomi stated that Declan O’Scanlon would be on 101.5 at 6am addressing the budget.

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**XI. EXECUTIVE SESSION
A. PERSONNEL**

At 8:49 pm Ms. Jones motioned, seconded by Ms. Roseman, to convene in Executive Session.

VOICE VOTE:

AYES: Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone,
Ms. Viscomi NAYS: None ABSTENTIONS: None
ABSENT: Mr. Ballard, Mr. Noble

XII. RETURN TO PUBLIC SESSION – 8:59 pm

ROLL CALL:

PRESENT: Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone,
Ms. Viscomi ABSENT: Mr. Ballard, Mr. Noble

ALSO PRESENT: Jared Ramage, Superintendent; Debra Pappagallo, Business Administrator/
Board Secretary; Peter Sokol, Esq.

XIII. ADJOURNMENT

At 8:59 pm Dr. Stone motioned, seconded by Ms. Roseman, to adjourn

VOICE VOTE:

AYES: Mr. Forest, Ms. Jones, Miss Lowe, Ms. Ludwikowski, Ms. Roseman, Dr. Stone,
Ms. Viscomi NAYS: None ABSTENTIONS: None
ABSENT: Mr. Ballard, Mr. Noble

Respectfully submitted,

Debra Pappagallo
Business Administrator/Board Secretary