

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
APRIL 26, 2016
AGENDA

Call to Order – 7:30 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 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

FLAG SALUTE

- I. SUPERINTENDENT'S REPORT
 - A. HIB
 - B. United Way
 - C. Donations & Partnerships
- II. PRESIDENT'S REPORT
 - A. Committee Reports
- III. 2016-2017 BUDGET HEARING
- IV. HEARING OF 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."
- V. 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

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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.

VI. 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:

3030. BILLS PAYMENT

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

3031. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

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

3032. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

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

3033. BUDGET TRANSFERS

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

3034. BUDGET TRANSFERS

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

3035. APPROVAL OF MINUTES

To approve the minutes from the March 8 and 15, 2016 Board of Education Meetings.

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3036. TRAVEL

Name	Date/Time	Location	Cost	Theme	Account #
Jenny Hurd	05/24/16 8:00 a.m. – 3:30 p.m.	Piscataway, NJ	\$259.46	Practical Co-Teaching Strategies for Helping Students with Special Needs Meet or Exceed State Standards	11-000-219-592-003
Stacy Sherwood	06/01/16 – 06/03/16 7:30 a.m. -5:30 p.m.	New Brunswick, NJ	\$449.26	NJTESOL/NJBE, Inc. 2016 Spring Conference	11-000-221-500-0004
Maria Tollaku	06/01/16 – 06/02/16 7:30 a.m. -5:30 p.m.	New Brunswick, NJ	\$382.19	NJTESOL/NJBE, Inc. 2016 Spring Conference	11-000-221-500-0004
Lara Wengiel	06/01/16 – 06/02/16 7:30 a.m. -5:30 p.m.	New Brunswick, NJ	\$382.56	NJTESOL/NJBE, Inc. 2016 Spring Conference	11-000-221-500-0004
Theresa Davidson	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$269.00	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004
Tiffany Fetter	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$283.75	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004
Patricia George	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$283.75	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004
Megan Proper	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$274.45	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004
Kim Sherman	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$285.12	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004
Stacy Sherwood	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$284.12	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004
Christina Vlahos	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$285.12	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004
Stacy Ward	07/13/16 – 07/14/16 7:30 a.m. – 4:00 p.m.	Marlboro, NJ	\$282.76	Annual EdTech Team NJ Summit Featuring Google for Education	11-000-221-500-004

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3037. ADOPTION OF THE 2016-2017 SCHOOL YEAR BUDGET AND TAX
LEVY

WHEREAS, the Red Bank Board of Education adopted a tentative budget on March 15, 2016 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 March 22, 2016 and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 14, 2016; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 26, 2016; and

Budget Adjustment – Enrollment:

RESOLVED that the Red Bank Borough Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$44,056. The district intends to utilize this adjustment for supplies and materials necessary for the additional students; and

Budget Adjustment – Banked CAP:

RESOLVED that the Red Bank Borough Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$190,919 for the purposes of instructional and contractual obligations. The district intends to complete said purposes by June 2017, 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

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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 2016-2017 school year; and

NOW THEREFORE BE IT RESOLVED that the budget be adopted for the 2016-2017 School Year using the 2016-2017 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:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2016-17 Total Expenditures	\$19,727,062	\$5,745,934	\$502,125	\$25,975,121
Less: Anticipated Revenues	<u>\$3,684,170</u>	<u>\$5,745,934</u>	<u>\$0</u>	<u>\$9,430,104</u>
Taxes to be Raised	<u>\$16,042,892</u>	<u>\$0</u>	<u>\$502,125</u>	<u>\$16,545,017</u>

3038. IMPLEMENTATION OF THE 2016-2017 SCHOOL YEAR BUDGET:

That the Board authorizes the Superintendent and the Business Administrator/Board Secretary to implement the 2016-2017 budget pursuant to local and state policies.

3039. 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 2016-2017 school year is \$16,545,017 and is required to be levied for local school district purposes.

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3040. ADOPTION OF TAX LEVY SCHEDULE

Recommend the Board of Education Adopt the tax levy schedule for the 2016-2017 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 2016	\$ 1,336,907.67	January 2017	\$ 1,336,907.67
August 2016	\$ 1,336,907.67	February 2017	\$ 1,336,907.67
September 2016	\$ 1,336,907.67	March 2017	\$ 1,336,907.67
October 2016	\$ 1,336,907.67	April 2017	\$ 1,336,907.67
November 2016	\$ 1,336,907.67	May 2017	\$ 1,336,907.67
December 2016	\$ 1,336,907.67	June 2017	\$ 1,336,907.63

Total \$ 16,042,892.00

Debt Service:

July 1, 2016	\$ 251,062.50
December 1, 2016	\$ 251,062.50
Total	\$ 502,125.00

3041. DONATIONS

That the Board accepts with gratitude the generous donations totaling \$6,190.00 listed below for Red Bank Primary School from the Red Bank Borough Education Foundation.

Alexander Calder Force and Motion Circus Project - \$950
 STEAM BEEs Pollinator Project - \$1,000
 Mobile STEAM Museum and Sky Dome Planetarium - \$1,990
 Primary STEM Day(s) - \$2,250

3042. DONATION

That the Board accepts with gratitude the generous donation of a tree to be planted for Earth Day, provided by the Raspanti-Maddalena Family and the Okeson Family.

3043. TRANSPORTATION BID

To authorize the Business Administrator to advertise for bids for Student Transportation Services for the 2016-2017 school year.

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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:

- 4056. That the Board approves a paid leave of absence for Nicole Dalton utilizing 40 sick days effective September 1, 2016 through October 31, 2016, a Family Medical Leave of Absence (FMLA) effective November 1, 2016 through January 30, 2017, a New Jersey Family Leave of Absence (NJFLA), effective January 31, 2017 through May 1, 2017 and an unpaid contractual leave effective May 2, 2017 through June 30, 2017.
- 4057. That the Board approves the appointment of Patrick Hanson as Middle School Health teacher, at a BA Step 1 prorated annual salary of \$49,100.00, effective April 27, 2016 through June 30, 2016. Account #s 50% 11-120-100-101-002 and 50% 11-130-100-101-002
- 4058. That the Board approves the appointment of Matthew Di Marco as Primary School special education instructional assistant (replacing Patrick Hanson), at a prorated Step 1 annual salary of \$26,065.00, effective April 27, 2016 through June 30, 2016. Account #11-212-100-106-003

EXTRA WORK/EXTRA PAY

- 4059. That the Board approves the participation and compensation for James Pierson as chaperone for the Music in the Parks Festival Trip on May 20, 2016, at the stipulated negotiated contractual rate of \$33.00 per hour, not to exceed 6 hours. Account #20-020-100-100-016

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:

- 6040. 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)
PreK Grant	Paper Moon Theatre, Atlantic Highlands, NJ (All First Baptist Church Prek classes)	04/28/2016
PreK Grant	Paper Moon Theatre, Atlantic Highlands, NJ (All Middletown Prek classes)	05/03/2016

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Funding Source	Location	Date(s)
PreK Grant	Red Bank Public Library, Red Bank, NJ (All First Baptist Church PreK classes)	05/11/2016
Student Activity Account	Pinot & Palette, Mr. Pizza Slice, Red Bank, NJ (Grade 4/5 LLD class)	05/20/2016 rain date 05/26/2016
Anonymous Donation	Six Flags Great Adventure, Jackson, NJ (Music in the Parks Festival, Strings Grades 3-8)	05/20/2016

6041. That the Board authorizes the Superintendent to accept the United Way Summer Literacy Grant in the amount of \$32,000.00 for summer 2016.

6042. That the Board approves the following student teacher and cooperating teachers:

Student Teacher	Cooperating Teacher	School	Effective Dates	College/ University
Lynette Silvestri	Wendy Strumph	Primary	Aug. 29, 2016- Dec. 9, 2016	Monmouth University
Lynette Silvestri	Brandy Balthazar	Primary	Aug. 29, 2016- Dec. 9, 2016	Monmouth University
Catherine Moran	Samantha Arauz	Middle	Sep. 6, 2016- Dec. 23, 2016	Rutgers University
Joyce Chin	Evangelia Dounis	Middle	Sep. 6, 2016- Dec. 23, 2016	Rutgers University

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 policies and regulations for second reading and adoption:

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Policy #	Title of Policy
P&R 1240	Evaluation of Superintendent
P&R 3221	Evaluation of Teachers
P&R 3222	Evaluation of Teaching Staff members, Excluding Teachers and Administrators
P&R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
P&R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
P 3431.1	Family Leave
P 4431.1	Family Leave
P 5337	Service Animals
P 5516	Use of Electronic Communication and Recording Devices (ECRD)

VII. HEARING OF THE PUBLIC

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. EXECUTIVE SESSION

XI. ACTION AGENDA

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:

6043. That the Board approves the Harassment, Intimidation and Bullying (HIB) report as submitted by the Superintendent.

XII. ADJOURNMENT

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Board of Education Meetings – 2016

Workshop Meetings- 7:00 p.m. – Middle School Media Center

January 5, 2016 Reorganization Meeting
February 9, 2016
March 8, 2016
April 12, 2016
May 10, 2016
October 11, 2016

Regular Public Meetings – 7:30 p.m. – Primary School Cafeteria

January 19, 2016*	July 19, 2016****
February 16, 2016	August 16, 2016*****
March 15, 2016	September 20, 2016*****
April 26, 2016**	October 18, 2016
May 17, 2016	November 15, 2016*****
June 14, 2016***	December 13, 2016*****

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

**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

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

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Committee Schedules 2016

	Community Relations	Curriculum & Instruction	Facilities & Safety Committee	Finance	Policy
Chairperson:	Ben Forest	Ann Roseman	Peter Noble	Suzanne Viscomi	Fred Stone
Members:	Marj Lowe Janet Jones Sue Viscomi	Carrie Ludwikowski Marj Lowe Fred Stone	Ben Forest Janet Jones Fred Stone	Michael Ballard Ann Roseman Fred Stone	Michael Ballard Ben Forest Sue Viscomi
Time:	6:30 PM	6:30 PM	9:00 AM	6:00 PM	7:00 PM
	Meets 3 rd Monday	Meets 2 nd Monday	Meets 3 rd Tuesday	Meets prior to Workshop Meeting	Meets prior to Regular BOE Meetings
Location:	Board Office	Board Office	Board Office	MS Media Center	PS Teachers' Lounge
Date of Meetings:	No meeting in January	No meeting in January	No meeting in January	01/19/2016 6:30 pm*	No meeting in January
	02/22/2016*	02/08/2016 CANCELLED	02/16/2016	02/02/2016* 5:00 pm*	02/16/2016 03/15/2016 CANCELLED
	03/21/2016	03/14/2016	03/08/2016*	03/08/2016	
	04/18/2016	04/11/2016	04/19/2016	04/12/2016	04/26/2016
	05/16/2016	05/09/2016	05/17/2016	05/10/2016	05/17/2016
	06/20/2016	06/13/2016	06/14/2016*	06/14/2016	06/14/2016 6:30 pm*
	No meeting in July	No meeting in July	No meeting in July	No meeting in July	No meeting in July
	08/15/2016	08/08/2016	08/16/2016	08/16/2016	08/16/2016 6:30 pm*
	09/19/2016	09/12/2016	09/20/2016	09/20/2016	09/20/2016 6:30 pm*
	10/17/2016	10/10/2016	10/18/2016	10/11/2016	10/18/2016
	11/21/2016	11/14/2016	11/15/2016	11/15/2016	11/15/2016 6:30 pm*
	12/19/2016	12/12/2016	12/20/2016	12/13/2016	12/13/2016 6:30 pm*

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

Residency: Janet Jones, Chairperson; Ann Roseman, Fred Stone, Carrie Ludwikowski
 Meets as needed

***Notes difference in usual date or time.**