

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 15, 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. Climate and Culture Survey
  - B. Preliminary Budget Comments
- II. PRESIDENT'S REPORT
  - A. Committee Reports
- III. 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."
- IV. 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

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presented to the Board of Education for discussion at the same meeting that final action may be taken.

V. 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:

3019. 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 \$44,056.00. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

3020. 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 \$190,919.00 for the purposes of instructional and contractual obligations. The district intends to complete said purposes by June 2017.

3021. 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

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required unless the annual threshold for a staff member exceeds \$1,500.00 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.

3022. ADOPTION OF TENTATIVE BUDGET 2016-2017

BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval 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>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held Red Bank Primary School, 222 River Street. Red Bank, New Jersey on April 26, 2016 at 7:30 PM for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

3023. TRAVEL

Name	Date/Time	Location	Cost	Theme	Account #
Trisha Sugrue	04/19/16 7:30 a.m. – 4:00 p.m.	Spring Lake, NJ	\$230.96	Regulating Children with Autism and/or Sensory Disorders	11-000-219-592-003

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Name	Date/Time	Location	Cost	Theme	Account #
Jared Ramage	05/11/16 – 05/13/16 8:00 a.m. – 6:00 p.m.	Atlantic City, NJ	\$969.64	34 <sup>th</sup> Annual NJASA/ NJAPSA Spring Leadership	11-000-221-500-004

3024. **BILLS PAYMENT**

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

3025. **APPROVAL OF MINUTES**

To approve the minutes from the February 9 and 16, 2016 Board of Education Meetings.

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:

4045. That the Board accepts the resignation of Kathleen Doherty for the purpose of retirement, effective June 30, 2016.

4046. That the Board approves a one-year contractual maternity leave of absence for Sara Herrlich, effective September 1, 2016 through June 30, 2017.

4047. That the Board approves the following professional development tuition reimbursement as per contract.

Rachel Lella	Rutgers University Curriculum & Instruction Course #15-310-500 Curriculum Development Elementary School Course #15-251-572 6 credits @ \$678.00 Fall 2015	\$4,068.00
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4048. That the Board approves an unpaid leave of absence for Tina Hartman on May 4 and May 5, 2016.

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4049. That the Board approves the following as Guest Teachers effective March 16, 2016 through June 30, 2016.

Bridget Crudo	Evan Kreuter
Tyler Grable	Emily Vascimini

4050. That the Board approves the appointment of Gina Errigo as Instructional Assistant - Preschool Integrated, at a Step 1 prorated annual salary of \$26,065.00, effective March 16, 2016 through June 30, 2016. Account #

4051. That the Board approves the Sidebar Agreement with the Red Bank Borough Education Association (RBBEA).

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:

6016. 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	Monmouth Museum, Lincroft, NJ (3 MRT PreK classes)	05/17/2016
PreK Grant	Monmouth Museum, Lincroft, NJ (3 MRT PreK classes)	05/19/2016

6017. That the Board approves the 2016-2017 School Calendar.

6018. That the Board approves the submission of the 2016-2019 Comprehensive Equity Plan as required by the NJ State Department of Education.

6019. That the Board approves the submission of the DonorsChoose project “iPads for our Music Class!” in the amount of \$1,983.89, to purchase iPad minis and cases.

6020. That the Board approves the submission of the DonorsChoose project “Morning Math Fun!” in the amount of \$186.89, to purchase math hands-on materials.

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6021. That the Board approves the submission of the DonorsChoose project "Scholastic News Magazine" in the amount of \$200.00, to purchase 12 issues of Scholastic News for Grade 3.
6022. That the Board approves the submission of the DonorsChoose project "Creative Kindergarteners at Work!" in the amount of \$774.00, to purchase a classroom easel and various art supplies.
6023. That the Board approves the submission of the DonorsChoose project "Phonics Fun for Everyone!" in the amount of \$772.00, to purchase a classroom stool and phonics games.
6024. That the Board approves the submission of the DonorsChoose project "Nuts for Numbers!" in the amount of \$514.00, to purchase math teaching materials and math games.
6025. That the Board approves Wayne Woolley, a graduate student at Montclair State University, to conduct research regarding community engagement from March 22, 2016 through May 15, 2016.

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:

9004. That the Board approves the following policies and regulations for first reading:

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 (ECDR)

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- VI. HEARING OF THE PUBLIC
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
- IX. EXECUTIVE SESSION
- X. ADJOURNMENT

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

	<b>Community Relations</b>	<b>Curriculum &amp; Instruction</b>	<b>Facilities &amp; Safety Committee</b>	<b>Finance</b>	<b>Policy</b>
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:	7:00 PM	6:30 PM	9:00 AM	6:00 PM	7:00 PM
	Meets 3 <sup>rd</sup> Monday	Meets 2 <sup>nd</sup> Monday	Meets 3 <sup>rd</sup> 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.**