

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
AUGUST 12, 2014

MINUTES

Call to Order – 5:13 p.m. – Middle School Media Center

SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted January 7, 2014. Notice of this meeting was published in the *Asbury Park Press* newspaper per code and sent to the Municipal Clerk, Red Bank Borough, within 7 days per code.

Fire exits located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

ROLL CALL

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

ALSO PRESENT: Jared Ramage, Superintendent; Debra Pappagallo, Board Secretary/Business Administrator; Kathy Winecoff, New Jersey School Boards Association

BOARD RETREAT – Was led by Kathy Winecoff, New Jersey School Boards Association. The Board self-evaluation was discussed. Board goals will be developed. The Superintendent evaluation must be completed by July 1, 2015.

At 6:35 pm the Board took a short break.

Call to order 7:01 pm.

ROLL CALL

PRESENT: Jill Burden, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Peter Noble, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: Ben Forest (left at 6:45 pm and returned 7:03pm)

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

I. RESOLUTION FOR EXECUTIVE SESSION

At 7:01 pm Mr. Noble motioned, seconded by Ms. Viscomi, to move to Executive Session.

- A. Personnel
- B. Pupil Personnel/Attorney Client Privilege

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Voice VOTE:

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

NAYS: None ABSTENTIONS: None ABSENT: None

CALL TO ORDER – 8:00 p.m.

SUNSHINE STATEMENT

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Fire exits located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

ROLL CALL

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

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

FLAG SALUTE

Mr. Forest led the Salute to the Flag.

II. SUPERINTENDENT’S REPORT

- A. Staffing 2014-2015 - Dr. Ramage reported on positions and candidates being recommended for approval tonight.
- B. Strings Program Update - Dr. Ramage reported on the free music program provided to our students through Count Basie. He also reported that he met with the RBBEF and they have fundraised almost \$3,000. He may be able to secure a significant donation.
- C. ESY Program - Dr. Ramage reported on the ESY (Extended School Year) where we had about 45 students in attendance. Amy Campbell supervised the program and did a great job.
- D. New Teacher Orientation - Dr. Ramage reported that it is scheduled for August 27-28th and they will also attend a one day training in Millstone.

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- E. Dr. Ramage state that his first few weeks were wonderful. The staff has given positive feedback and has great energy.

III. PRESIDENT’S REPORT

- Mr. Forest stated he would not be at the next Board meeting. He stated he felt the Board self-evaluation went well and thanked all members.

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.”

- Dena Russo, Teacher, expressed her excitement to take on the new role of Primary School Vice Principal. As a Red Bank resident, she is an advocate to the community.
- James Reuter, incoming Teacher, is honored and humbled to have applied to Red Bank. He is from a neighboring community and is excited to work in Red Bank.

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 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.

VI. ACTION AGENDA

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

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:

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4133. That the Board approves the appointment of Dena Russo as Primary School Vice-Principal, at a prorated annual salary of \$80,000.00, effective August 1, 2014 through June 30, 2015. Account #s 75% 11-000-221-102-004, 15% 11-000-24-103-001, & 10% 20-218-200-102-P15

4138. That the Board approves the appointment of James Reuter (replacing Uva Lee) as Primary School Teacher of Health/Physical Education, at a BA Step 1-2 annual salary of \$48,910.00, effective September 1, 2014 through June 30, 2015. Account #s 50% 11-110-100-101-001 7 50% 11-120-100-101-001

ROLL CALL VOTE:

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

NAYS: None ABSTENTIONS: None

Ms. Roseman motioned, seconded by Dr. Stone, to table Resolution 3487

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:

3487. OUT-OF-DISTRICT PLACEMENT - TABLED

That the Board approves the following out-of-district placement for Student ID# 72279:

School	Grade	Tuition cost(10 Months)	Transportation cost
Knollwood School	Entering Seventh	\$23,080.00	TBD

VOICE VOTE:

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

NAYS: None ABSTENTIONS: None

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Ms. Roseman motioned, seconded by Ms. Ludwikowski, 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:

3484. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Jared Rumage	09/19/14, 10/17/14, 11/21/14, 12/19/14, 01/23/15, 02/27/15, 03/27/15, 04/24/15, 05/15/15, & 06/10/15 8:30 a.m. – 12:30 p.m.	Freehold, NJ	\$0.00 (Part of dues)	Monmouth County Superintendents' Roundtable Meetings	NA
Dena Russo	08/12/14, 09/16/14, & 11/13/14 9:00 a.m. – 3:00 p.m.	Trenton, NJ	\$0.00	NJ Kindergarten Entry Assessment Administrators' Meeting	NA
Cruz Roolaart	08/18/14 10:00 a.m. – 1:00 p.m.	Somerville, NJ	\$0.00	Workshop for Lunch Applications	NA
Judy Schindler	08/18/14 10:00 a.m. – 1:00 p.m.	Somerville, NJ	\$0.00	Workshop for Lunch Applications	NA
Jared Rumage	08/21/14 4:00 p.m. – 5:30 p.m.	W. Long Branch, NJ	\$0.00	Monmouth University School of Education Partnership Advisory Council Meeting	NA
Jill Burden	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000

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Ben Forest	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Janet Jones	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Marjorie Lowe	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Carrie Ludwikowski	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000

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Peter Noble	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Debra Pappagallo	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Ann Roseman	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Jared Rumage	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Fred Stone	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000

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Suzanne Viscomi	10/28/14 – 10/30/14 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$500.00: Accommodations M&IE, Mileage, Tolls, Parking Group Registration Fee: \$1,200.00	2014 New Jersey School Boards Annual Conference	11-000-230-585-000
Phyllis Berger	11/14/14 9:00 a.m. – 1:45 p.m.	Matawan, NJ	\$0.00	Adolescent Health Conference	N/A
Adam Merklinger	11/14/14 9:00 a.m. – 1:45 p.m.	Matawan, NJ	\$0.00	Adolescent Health Conference	N/A
Eileen McClenahan	11/14/14 9:00 a.m. – 1:45 p.m.	Matawan, NJ	\$0.00	Adolescent Health Conference	N/A

3485. BUDGET TRANSFERS

To ratify any budget transfers effective May 2014 per the transfer report.

3486. APPROVAL OF SECRETARY/TREASURER’S REPORT

Pursuant to 18A:6-59

Approve the May 2014 Report of the Treasurer and the May 2014 Report of the Secretary as being in balance for the month.

AND BE IT FURTHER RESOLVED that the above reports be accepted as submitted and that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district financial obligations for the remainder of the fiscal year.

3488. NON-RESIDENT STAFF CHILDREN

That the Board approves the district attendance of non-resident staff children in accordance with Red Bank Borough Board of Education Policy 5118, for the 2014-2015 school year:

Student ID #	School
10691	Kindergarten
10843	Grade 1
10991	Kindergarten
23066	Grade 4

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**3489. NEW JERSEY SCHOOLS INSURANCE GROUP
RESOLUTION INDEMNITY AND TRUST RENEWAL AGREEMENT**

THIS AGREEMENT, made this 12th day of August, 2014, in the County of Monmouth, State of New Jersey, by and between New Jersey Schools Insurance Group, hereinafter referred to as “NJSIG”, and the Board of Education of the Red Bank Borough Schools, hereinafter referred to as “Educational Institution”;

WHEREAS, the NJSIG seeks to provide its members with protection, services and savings relating to insurance and self-insurance;

WHEREAS, two or more educational institutions have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto;

WHEREAS, the Educational Institution has resolved to apply for and/or renew its membership with NJSIG; and

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG.

NOW, THEREFORE, it is agreed as follows:

1. The Educational Institution hereby establishes/renews its membership with NJSIG for a three (3) year period, beginning July 1, 2014, and ending July 1, 2017 at 12:01 a.m. eastern standard time.
2. The Educational Institution agrees to participate in NJSIG with respect to the types of coverage stated in the Renewal of Membership Resolution, attached hereto as Exhibit “A”.
3. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG and as from time to time amended by NJSIG and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG Plan of Risk Management.
5. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liability of each and every member of NJSIG all of whom, as a condition of membership in NJSIG, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.

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6. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand.
7. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations.
8. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A: 18B-1 *et. seq.* and such other statutes and regulations as may be applicable.
9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute this Agreement to renew membership.

**3488. RESOLUTION TO JOIN THE NEW JERSEY SCHOOLS INSURANCE GROUP
MOCSSIF2014-2017**

WHEREAS, N.J.S.A. 18A:18B-1, *et seq.*, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and

WHEREAS, the Board of Education of the Red Bank Borough School District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Board of Education of the Red Bank Borough School District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey;

WHEREAS, the Board of Education of the Red Bank Borough Schools under its obligations as a member of the New Jersey Schools Insurance Group does allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of this Group.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE Red Bank Borough Schools DISTRICT:

THAT the Board of Education of Red Bank Borough Schools joins with other school districts in organizing and becoming members of the New Jersey Schools Insurance Group; and

THAT, by adoption and signing of this resolution, the Board of Education is hereby joining the New Jersey Schools Insurance Group in accordance with the terms of the attached Indemnity and Trust Agreement, effective the date indicated below, for the following types of insurance: Property, EDP, General Liability, Umbrella/Excess, Equip Breakdown, Crime/Bonds, Automobile Liability, Errors Omissions, Auto Physical Damage, Workers' Compensation.

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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:

- 4132.** That the Board approves the appointment of *Julius Clark* as Middle School Vice-Principal, at a prorated annual salary of \$80,000.00, effective August 1, 2014 through June 30, 2015. Account #s 75% 11-000-221-102-004 & 25% 11-000-240-103-002
- 4133.** Approved Separately earlier in the meeting.
- 4134.** That the Board approves a paid leave of absence for *Jill Williams*, effective September 1, 2014 through October 3, 2014, utilizing 23 sick days, an unpaid Family Medical Leave of Absence (FMLA), effective October 4, 2014 through December 21, 2014, and an unpaid NJ Family Medical Leave of Absence (NJFMLA), effective December 22, 2015 through March 29, 2015.
- 4135.** That the Board approves the appointment of *Erin Ehrola* as Grade 8 ELA long-term replacement teacher (replacing Jill Williams), at a BA Step 1-2 prorated annual salary of \$48,910.00, effective September 1, 2014 through March 29, 2015. Account #11-130-100-101-LR2
- 4136.** That the Board approves the appointment of *Tricia Campbell-White* as Grade 4 ELA long-term replacement teacher (replacing Kristine Guzman), at an MA Step 1-2 annual salary of \$51,910.00, effective September 1, 2014 through June 30, 2015. Account #11-120100-101LR2
- 4137.** That the Board approves the appointment of *Maribel Romero* (replacing Dena Russo) as Grade 1 teacher, at an MA Step 1-2 annual salary of \$51,910.00, effective September 1, 2014 through June 30, 2015. Account #11-120-100-101-001
- 4138.** Approved Separately earlier in the meeting.
- 4139.** That the Board approves the appointment of *Jennifer Rigby* (replacing Erika Goldman) as Kindergarten long-term replacement teacher, at a BA Step 1-2 prorated annual salary of \$48,910.00, effective September 1, 2014 through January 12, 2015. Account #11-110-100-101-LR1
- 4140.** That the Board accepts the resignation of *Nancy Mattucci* for personal reasons, effective August 8, 2014.
- 4141.** That the Board accepts the resignation of *Beth Willoughby* for personal reasons, effective September 20, 2014 or sooner.

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4142. That the Board accepts the resignation of *Michelle Tanghare* for personal reasons, effective September 29, 2014 or sooner.
4143. That the Board accepts the resignation of *Nicole Freitas* for personal reasons, effective September 29, 2014 or sooner.
4144. That the Board approves the abolishment of the Data Analyzer/Attendance/Residency Office position effective June 30, 2014.
4145. That the Board approves the position of Alternate Classroom Education Teacher/Data Analyzer, effective September 1, 2014.
4146. That the Board approves the job description for Alternate Classroom Education Teacher/Data Analyzer position, effective July 1, 2014.
4147. That the Board approves the appointment of *Michael Melton* as Alternate Classroom Education Teacher/Data Analyzer, effective September 1, 2014 through June 30, 2015, with no change in step or salary. Account #s 50% 20-235-100-110-004, 25% 11-120-100-101-002, & 25% 11-130-100-101-002
4148. That the Board approves the revision to the unpaid maternity leave of absence for *Kim Stiles*, effective September 1, 2014 through January 2, 2015.

EXTRA WORK/EXTRA PAY

4149. That the Board approves the following staff members for summer work, effective June 25, 2014 through August 31, 2014, at the stipulated negotiated contractual rate of \$32.00 per hour, not to exceed 150 hours total. Account #20-218-200-110-P15

Morgan Cassella

Danielle Yamello

4150. That the Board approves the following staff members for curriculum/assessment alignment assignments, July and August 2014, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #11-000-221-110-004

Jamie Herman
Dawn Fowler

Grades PreK-3 Technology
Grades K-3 Guidance

Not to exceed 10 hours
Not to exceed 20 hours

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- 4151.** That the Board approves the following staff members to participate, on a voluntary basis only, in a mentor teacher training workshop on August 18, 2014 at Red Bank Regional High School, from 8:00 a.m. to 4:00 p.m.

Amy Campbell *Nancy Pape* *Jody Tyson*
Lucy Oubina *Kimberlee Sherman* *Mary Wyman*

- 4152.** That the Board approves the following staff member's compensation for her overnight stay during participation in the AVID Summer Institute, Philadelphia, PA, three (3) nights each, Tuesday, July 15, 2014 through Thursday, July 17, 2014, at the stipulated negotiated contractual rate of \$103.00 per night. Account #NCLB

Jessica Stone (replaced Lauren Schmitt originally approved on 4/29/14)

- 4153.** That the Board approves the following monthly stipends for the 2014-2015 school year, for the use of email enabled Smartphone devices.

Julius Clark \$50 *Jenny Hurd* \$50 *Dena Russo* \$50

- 4154.** That the Board approves the following staff to participate in a Kindergarten Orientation Session on September 2, 2014, not to exceed 1 hour each, at the stipulated negotiated contractual rate of \$32.00 per hour for teachers and \$19.00 for Instructional Assistants. Account # 20-235-200-100-OR1

Kelly Brinton *Lucia Oubina* *Jacqueline Rivera*
Jana Diamond *Jennifer Rigby* *Jody Tyson*
Alyssa May

- 4155.** That the Board approves the following staff to serve as translators for New Student Orientation Sessions on August 18 and 19 at the stipulated negotiated contractual rate of \$20.00 per hour. Account # 20-235-200-100-OR1

Martha Carvajal 9 Hours
Nicole Matarazzo 9 Hours
Maria Mujirishvili 3 Hours
Christina Vlahos 3 Hours

- 4156.** That the Board approves *Cathy Reardon* to participate in New Student Orientation Sessions on August 18 and 19, 2014, not to exceed 9 hours, at the stipulated negotiated contractual rate of \$32.00 per hour. Account # 20-235-200-100-OR1

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- Ms. Pappagallo reported that the Travel resolutions will only be on the agenda for Board approval if the entire travel cost is \$150 or more. Certain travel does not require Board approval such as in State travel under \$150 and required business travel under the threshold Board approved at the adoption of the budget.
- Mr. Forest stated that the spray park was going to be discussed at the next Council meeting and he would be present but would not be commenting.

X. ADJOURNMENT

At 8:26 pm Ms. Roseman motioned, seconded by Ms. Jones, to adjourn.

VOICE VOTE:

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

NAYS: None ABSTENTIONS: None

Respectfully submitted,

Debra Pappagallo
Business Administrator/Board Secretary