

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
FEBRUARY 11, 2014

MINUTES

Call to Order – 7:04 p.m. – Middle 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 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, Janet Jones, Carrie Ludwikowski, Ann Roseman,  
Fred Stone, Suzanne Viscomi

ABSENT: Ben Forest (arrived 7:10 pm), Marjorie Lowe (arrived (7:40 pm),  
Peter Noble

ALSO PRESENT: Harold Reid, Interim Superintendent; Debra Pappagallo,  
Business Administrator/Board Secretary; Peter Sokol, Esq.

**FLAG SALUTE**

Ms. Ludwikowski led the salute to the flag.

**I. RESOLUTION FOR EXECUTIVE SESSION**

At 7:05 pm Ms. Jones motioned, seconded by Ms. Viscomi, to convene in Executive Session.

- A. Superintendent Search Update
- B. Personnel
- C. Attorney/Client Privilege

**VOICE VOTE:**

AYES: Mrs. Burden, Ms. Jones, Ms. Ludwikowski, Ms. Roseman, Dr. Stone,  
Ms. Viscomi

NAYS: None      ABSTENTIONS: None

ABSENT: Mr. Forest (arrived 7:10 pm), Miss Lowe (arrived (7:40 pm), Peter Noble

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**CALL TO ORDER – 8:02 p.m.**

**SUNSHINE STATEMENT**

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**ROLL CALL**

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

ABSENT: Peter Noble

ALSO PRESENT: Harold Reid, Interim Superintendent; Debra Pappagallo, Business Administrator/Board Secretary; Peter Sokol, Esq.

\*at this time Dr. Stone stepped out of the meeting and returned at 8:03 pm.

**FLAG SALUTE**

Ms. Forest led a second salute to the flag.

**II. SUPERINTENDENT'S REPORT**

A. Presentation of Donation from the Red Bank Borough Education Foundation - At this time Mr. Reid asked Ms. Roseman to introduce the Education Foundation members. The Education Foundation presented the Board of Education a donation in the amount of \$5000 to support the Middle School Video and Editing Club After-School Program. Mr. Forest, along with all the members of the Board, expressed their thanks and appreciation to the Education Foundation. At this time the Board voted on the following resolutions:

Ms. Roseman motioned, seconded by Ms. Viscomi, to approve Motion 1001 and 3394 at this point in the agenda.

**COMMUNITY RELATIONS – 1000**

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following COMMUNITY RELATIONS resolution(s) are approved as indicated:

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1001. That the Board allows the Red Bank Education Foundation to sell raffle tickets during parent/community events during the months of February and March 2014.

**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:

**3394. DONATION**

That the Board accepts with the gratitude the generous donation of \$5,000.00 from the Red Bank Borough Education Foundation in support of the Middle School Video Editing Club.

**ROLL CALL VOTE:**

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

NAYS: None ABSTENTIONS: None

ABSENT: Peter Noble

**SUPERINTENDENT’S REPORT (Continued)**

- B. Black History Month Activities District-Wide – Mr. Reid reported on the activities held in the Primary School and stated that The Middle School activities were being moved to march because of the snow days and delayed openings.
- D. Inclement Weather – Snow Days Update – Mr. Reid reposted that as of now we will have to make up one day for snow. We will wait until March to revise the school calendar as we are expecting more snow events. There is also a salt shortage throughout the East Coast and our supply is very low. This may affect our decision making of school delays and closings in near future weather events.

**III. PRESIDENT’S REPORT**

A. Superintendent’s Search Update – Mr. Forest reported that the process is continuing. The Board has completed the first round of interviews. Mr. Reid has been part of the process and every interview was attended by the entire Board which was commendable.

**IV. HEARING OF PUBLIC**

Bylaw #060 reads . . . “Any individual deciding to speak shall sign the speaker’s sheet before the business of the meeting has begun. Please include your name, address and group or organization you represent. All comments will be directed to the Chair. Speakers

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shall be limited to one (1) turn of five (5) minutes with a total public participation not exceeding 60 minutes.”

- Mr. & Mrs. James King - 165 River Street, Red Bank - Regarding a student transportation issue.

**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. Jones 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:

**3393. TRAVEL**

Name	Date/Time	Location	Fee	Theme	Account #
Shary Ashe	02/21/14 9:30 a.m. – 2:30 p.m.	Trenton, NJ	\$0.00	Community Parent involvement Specialist (CPIS) Mid-Year Meeting	NA
Mary Valdivia	02/28/14 9:00 a.m. – 12:30 p.m.	New Brunswick, NJ	\$0.00	Advocates for Children of New Jersey (ACNJ) PreK-3 Annual Summit	NA

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Megan Proper	03/06/14 8:30 a.m. – 3:00 p.m.	Branchburg, NJ	\$0.00	Promoting a Conceptual Understanding of Fractions In Grades 3-5	NA
Andrea Grasso	03/19/14 1:00 p.m. – 3:30 p.m.	Monroe, NJ	\$0.00	NJASK Testing Coordinator Training	NA
Cheryl Cuddihy	03/19/14 1:00 p.m. – 3:30 p.m.	Monroe, NJ	\$0.00	NJASK Testing Coordinator Training	NA
Kimberly Rosas	03/19/14 1:00 p.m. – 3:30 p.m.	Monroe, NJ	\$0.00	NJASK Testing Coordinator Training	NA
Shniece Perry	07/23/14 9:30 a.m. – 1:30 p.m.	Eatontown, NJ	\$0.00	Systems 3000 Training	NA

**3394.** Taken separately earlier in the meeting.

**3395. DONATION**

That the Board accepts with the gratitude the generous donation of \$2,417.00 from the Red Bank Middle School Athletics Foundation in support of the Middle School Athletics Program.

**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:

**4952.** That the Board approves the revision to the resignation date for *Andrea Fontenez*, effective March 10, 2014, or sooner if a replacement is found.

**4953.** That the Board approves and unpaid 2-day leave of absence for *John Adranovitz* on May 1 and 2, 2014.

**4954.** That the Board approves the following professional development tuition reimbursements as per contract.

<i>Morgan Cassella</i>	West Virginia University Early Childhood Special Education Developmental Disabilities Course #SPED605 3 credits @ \$333.00 Fall 2013	\$999.00
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<i>Joseph Christiano</i>	NJ Institute of Technology Information Technology Information System Principles Course #IT620 3 credits @ 648.00 Fall 2013	\$1,944.00
<i>Colleen DeFilippis</i>	Kean University Special Education Computer Application in Special Education Course #SPED5023-03 Transition in Special Education Course #SPED5068-03 6 credits @ \$648.00 Fall 2013	\$3,888.00
<i>Sara Herrlich</i>	Georgian Court University Applied Behavior Analysis Nature and needs of Individuals with Autism & PPD Course #EDC5301 3 credits @ \$648.00 Fall 2013	\$1,944.00

**4955.** That the Board rescind the resolution granting movement on guide for *Kelly Rears*, salary of BA+30 Step 4-5 \$50,145.00 remains effective December 21, 2013 through June 30, 2014.

- Ms. Roseman asked for an explanation of #4955. Mr. Reid explained that the employee did not finish their requirements to move on the guide. Ms. Viscomi asked if we could take any steps to avoid this happening again. Mr. Reid answered they already are, but they will be re-visited.

**4956.** That the Board approves the revision to *Laura Santitoro's* prorated MA Step 2-3 annual salary of \$50,640.00 to a prorated BA+15 Step 2-3 salary of \$48,640.00 effective January 2, 2014 through April 22, 2014.

**4957.** That the Board approves the following as Guest Teachers for the 2013-2014 school year.

*Mary Beth Campanella*

*Meghan Shanahan*

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**EXTRA WORK/EXTRA PAY**

- 4958.** That the Board approves *Meliza Lemus* as Substitute Coordinator of the Guest Teacher Registry, effective February 1, 2014 through June 30, 2014, on an as-needed basis, compensation based on the stipulated prorated stipend of \$4,000.00 on a per diem basis as needed.
- 4959.** That the Board approves the participation and compensation for *Janet Sharkey* as Grade 8 Study Skills Club Advisor in the Middle School After-School Program (replacing Ms. Michelle Tanghare), not to exceed 2 hours per week, at the stipulated negotiated contractual rate of \$32.00 per hour, effective January 28, 2014 through May 30, 2014. Account #20-233-100-100-TU2
- 4960.** That the Board approves the participation and compensation for *John Adranovitz* as the Lead Teacher for the Middle School After-School Programs (replacing Dr. Andrea Fontenez), not to exceed 3 hours per week, at the stipulated negotiated contractual rate of \$32.00 per hour, effective January 28, 2014 through May 30, 2014. Account #20-233-100-100-TU2

**PUPIL PERSONNEL SERVICES- 5000**

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following PUPIL PERSONNEL resolution(s) are approved as indicated:

- 5057.** That the Board approves home instruction for Student ID #72087 through Hawkswood School, not to exceed 5 hours per day, effective February 18, 2014 through June 30, 2014 or sooner, pending physician's release.

**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:

- 6331.** 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.

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Funding Source	Location	Date(s)
Student Activity Fund	The Planetarium at Raritan Valley Community College, Somerville, NJ (All Kindergarten classes)	03/12/14
Student Activity Fund	Red Bank Middle School (All PS Grade 3 classes for transition to Grade 4)	03/25/14
Student Activity Fund	Turtle Back Zoo, West Orange, NJ (All Grade 2 classes)	05/01/14

**6332.** That the Board approves the submission of the “Document Camera Needed” project to Donors Choose for the opportunity to receive a donation of classroom technology materials for use in a Middle School classroom.

**ROLL CALL VOTE:**

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

NAYS: None      ABSTENTIONS: None      ABSENT: Peter Noble

**VII. HEARING OF THE PUBLIC - None**

**VIII. OLD BUSINESS** – Mrs. Pappagallo reported that we received the check from the insurance company and we are moving along with plans for the HVAC project.

**IX. NEW BUSINESS**

- Ms. Roseman asked if the inter-district Strings program with RBR has been rescheduled. Mr. Reid said he received notice today that it was.
- Mr. Forest reported that he attended and enjoyed the Character Counts festivities. He also reported on the planned Civil Rights Rally and that we will be receiving an application to use the Primary School facilities as it is the planned ending site of the march. He stated this march was to commemorate Dr. King’s Assassination.



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**X. EXECUTIVE SESSION**

At 8:42 pm Dr. Stone motioned, seconded by Ms. Roseman, to reconvene in Executive Session.

- A. Superintendent Search Update
- B. Personnel
- C. Attorney/Client Privilege

**VOICE VOTE:**

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

NAYS: None ABSTENTIONS: None

ABSENT: Peter Noble

**CALL TO ORDER – 10:20 p.m.**

**ROLL CALL**

PRESENT: Jill Burden, Janet Jones, Carrie Ludwikowski, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: Ben Forest (left 9:06 pm), Marjorie Lowe (left 10:15pm), Peter Noble

ALSO PRESENT: Harold Reid, Interim Superintendent; Debra Pappagallo, Business Administrator/Board Secretary; Peter Sokol, Esq.

**D. ADJOURNMENT**

At 10:21 pm, Ms. Jones motioned, seconded by Ms. Viscomi, to adjourn.

**VOICE VOTE:**

AYES: Mrs. Burden, Ms. Jones, , Ms. Ludwikowski, Ms. Roseman, Dr. Stone, Ms. Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: Ben Forest, Marjorie Lowe, Peter Noble

Respectfully submitted,

Debra Pappagallo  
Business Administrator/Board Secretary