

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
MARCH 28, 2013

MINUTES

**CALL TO ORDER** – 7:35 pm – Primary School

**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, 2013. 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, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Peter Noble, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: None; One Board Seat Vacancy

ALSO PRESENT: Dr. Laura C. Morana, Superintendent;  
Debra Pappagallo, Business Administrator/Board Secretary

**FLAG SALUTE**

Mr. Forest led the Salute to the Flag.

**I. SUPERINTENDENT'S REPORT**

A. Recognition of Teachers of the Year 2013

Dr. Morana presented Alyssa May, Primary School and Amy Campbell, Middle School with Certificates as they were the Teacher of the Year for each respective school with appreciation for their dedication. It had been a very hard decision after reading the beautiful and heartfelt nominations.

Dr. Morana also presented two other candidates with Certificates:

Meghan Proper and Stacey Sherwood. Mark Costa and Christina Vlahos were also nominated, but not present. Each respective Principal will deliver their certificate.

Mrs. Iozzi, Middle School Principal, stated her appreciation, recognition and congratulations.

Mr. Reid, Primary School Principal, also stated his appreciation of their hard work and dedication.

Mr. Forest offered his thanks as a parent. His children enjoyed their skill and dedication and appreciated their being here.

At this time the Board took a five-minute recess to congratulate the candidates and Teachers of the Year.

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- B. 2013-2014 Public Budget Hearing  
Dr. Morana and Ms. Pappagallo presented the Final 2013-2014 School Year Budget.

**II. PRESIDENT'S REPORT**

- A. Committee Reports—Curriculum & Instruction, Policy, Facilities & Safety, Finance

Following the Finance report Ms. Viscomi asked about the panic buttons in the schools.

Ms. Jones stated she was extremely impressed by the staff as far as their quality, enthusiasm and the work they put in. She commends Debra, Tom and Mike.

Mr. Forest noted this was his first Facilities meeting as the Board President and he learned a lot.

Mr. Forest noted that he named Ms. Jones as Negotiations Chair, and Ms. Roseman and Ms. Viscomi as Negotiations Committee members.

- B. CSA Evaluation 2012-2013

Mr. Forest and Mrs. Pappagallo reminded the Board members of the timeline for completion.

- C. CSA Contract Timeline

AND

- D. Business Administrator's Contract 2013-2014

Negotiations Committee will meet to discuss the contracts.

**III. CORRESPONDENCE**

Letter from Parent/Guardian – Executive Session

**EXECUTIVE SESSION**

At 8:25 pm Ms. Jones motioned, seconded by Ms. Viscomi, to convene in Executive Session for the purpose of a special education case.

VOICE VOTE:

AYES: Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Stone, Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: One Board Seat Vacancy

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**RETURN TO PUBLIC SESSION** – 8:40 pm

ROLL CALL

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

ABSENT: None; One Board Seat Vacancy

ALSO PRESENT: Dr. Laura C. Morana, Superintendent;  
Debra Pappagallo, Business Administrator/Board Secretary

**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 shall be limited to one (1) turn of five (5) minutes.”

- Rose Sesstito – 190 River Street, Red Bank – addressed a budget concern.
- Michael Ballard – 190 River Street, Red Bank – addressed a student issue.

Mr. Forest thanked them for their comments.

**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. 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**

Ms. Jones motioned, seconded by Ms. Ludwikowski, to approve the following:

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**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:

3260. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Laura Morana	04/05/13 9:00 a.m. – 10:30 a.m.	Rider University, Lawrenceville, NJ	\$0.00	NJ Department of Education Student Teacher Placement Conference	NA
Ivelis Menter	04/10/13 9:00 a.m. – 12:00 p.m.	Neptune, NJ	\$0.00	Non-Public Transportation Meeting	NA
Laura Morana	04/12/13 8:30 a.m. 12:00 p.m.	Spring Lake, NJ	\$0.00	Monmouth County Police Chiefs' Association: Developing & Maintaining a Threat Management & Response System for School and Police Personnel	NA
Laura Morana	04/15/13 - 04/17/13 8:00 a.m. – 5:00 p.m.	Chicago, IL	\$0.00	NJ DOE Cross State Learning Collaborative Conference.	NA
Laura Morana	04/19/13 8:00 a.m. – 12:00 p.m.	Princeton, NJ	\$0.00	United Way Latino Vision Council and HISPA 9 <sup>th</sup> Annual Leadership Conference – Presenter	NA
Debra Pappagallo	04/19/13 9:00 a.m. – 3:00 p.m.	Piscataway, NJ	\$0.00	Middlesex Regional Educational Services Commission (MRESC) Cooperative Vendor Meeting	NA
Aida Pereira	04/26/13 8:45 a.m. – 3:00 p.m.	Long Branch, NJ	\$0.00	NJ Speech and Hearing Convention	NA
Joanne Fiore	05/03/13 8:30 a.m. – 4:00 p.m.	Jamesburg, NJ	\$0.00	New Jersey Association of School Psychologists (NJASP) Spring Conference	NA
Jackie Darwin	05/09/13 8:30 a.m. – 3:30 p.m.	Tinton Falls, NJ	\$125.00	HIB: The Essentials of Harassment, Intimidation, & Bullying	11-000- 221-500- 001

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Enrique Noguera	05/09/13 7:30 a.m. – 3:30 p.m.	Tinton Falls, NJ	\$125.00	HIB: The Essentials of Harassment, Intimidation, & Bullying	11-000-221-500-002
Harold Reid	05/09/13 8:30 a.m. – 3:30 p.m.	Tinton Falls, NJ	\$125.00	HIB: The Essentials of Harassment, Intimidation, & Bullying	11-000-221-500-001
Stacy Sherwood	06/05/13 9:00 a.m. -3:00 p.m.	Ewing, NJ	\$0.00	NJ Teacher Advisory Panel	NA
Michael Isley	06/06/13 8:00 a.m. – 11:30 a.m.	Tinton Falls, NJ	\$50.00	MOESC Cooperative Right-To-Know Training	11-000-261-800-005

3261. DONATION

That the Board accepts with gratitude the generous donation from Somers High School, Lincolnale, New York; in the amount of \$231.69 in support of the Primary School affected by Hurricane Sandy.

3262. DONATION

That the Board accepts with gratitude the generous donation of a check in the amount of \$1,200.00 from Ramsey High School, in support of the Primary School affected by Hurricane Sandy.

3263. APPROVAL OF MINUTES

To approve the minutes from the February 12, February 26, March 4, 2013 Board meetings.

3264. BUDGET TRANSFERS

To ratify any budget transfers effective February 2013 per the transfer report.

3265. BILLS PAYMENT

To approve payment of final bills for February 2013 and for bills as of March 2013.

3266. APPROVAL OF SECRETARY/TREASURER’S REPORT

*Pursuant to 18A:6-59*

Approve the February 2013 Report of the Treasurer and the February 2013 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.

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3267. IDEA BASIC GRANT AMENDMENT APPROVAL FOR CARRYOVER

To approve the amendment to the FY13 IDEA Basic Grant for carryover in the amount of \$360,879.

3268. NCLB FY13 GRANT AMENDMENT FOR CARRYOVER

To approve the amendment to the FY13 NCLB Grant for carryover in the amount of:

Title I Part A	\$ 712,877.00
Title IIA	\$ 82,915.00
Title III	<u>\$ 85,984.00</u>
Total	\$1,628,016.00

3269. ADOPTION OF BUDGET 2013-2014

BE IT RESOLVED that the budget be approved for the 2013-2014 School Year using the 2013-2014 state aid figures and the Secretary to the Board of Education be authorized to submit the following 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>
2013-2014 Total				
Expenditures	<u>\$16,759,542</u>	<u>\$5,528,467</u>	<u>\$544,861</u>	<u>\$22,832,870</u>
Less: Anticipated				
Revenues	<u>\$3,584,851</u>	<u>\$5,528,467</u>	<u>\$0</u>	<u>\$9,113,318</u>
Taxes to be Raised	<u>\$13,174,691</u>	<u>\$0</u>	<u>\$544,861</u>	<u>\$13,719,552</u>

**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:

4604. That the Board approves the extension of the Saturday Academy Program through May 11, 2013 for students and May 18, 2013 for staff members.

4605. That the Board approves a 1-day unpaid leave of absence for Stacy Sherwood on May 9, 2013.

4606. That the Board approves the following Job Description:

Secretary for Special Education/Technology

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4607. That the Board approves the appointment of Amanda Robles as Office of the Superintendent Secretary for the Child Study Team/Technology, at an annual salary of \$40,000, effective July 1, 2013 through June 30, 2014. Account #11-000-219-105-003

4608. That the Board approves the extension of Samantha Arauz as substitute Middle School Vice-Principal, at a stipend of \$1,050.00, effective April 4, 2013 through April 19, 2013. Account # 11-130-100-101-00

Ms. Roseman asked if the position included the Automatic HIB position as well? – Dr. Morana answered –Yes.

4609. That the Board approves Steven Lecky as Guest Teacher for the 2012-2013 school year, effective April 2, 2013 through June 30, 2013.

**EXTRA WORK/EXTRA PAY**

4610. That the Board approves the compensation for the following staff members who participated with PreK registration information sessions, February 26, 2013 and March 2, 2013. Account #20-218-200-110-P13

Shary Ashe	February 26 and March 2, 2013	(2.5 hrs.)	\$20.00 per hour
Michelle Batista	February 26, 2013	(1.5 hrs.)	\$32.00 per hour
Kathy Feeny	February 26, 2013	(1.5 hrs.)	\$20.00 per hour
Anisha John	March 2, 2013	(1 hr.)	\$20.00 per hour
Daphne Keller	February 26 and March 2, 2013	(2.5 hrs.)	\$32.00 per hour
Danielle Yamello	March 2, 2013	(1 hr.)	\$32.00 per hour
Magda Timmes	February 26 and March 2, 2013	(2.5 hrs.)	\$20.00 per hour
Cruz Roolaart	February 26 and March 2, 2013	(2.5 hrs.)	\$20.00 per hour
Meliza Lemus	February 26 and March 2, 2013	(2.5 hrs.)	\$20.00 per hour

4611. That the Board approves the appointment of Michelle Case as clerical support for PreK residency and registration verification, at the hourly rate of \$20.00, not to exceed 40 hours total, effective March 28, 2013 through May 15, 2013. Account #20-218-200-110-P13

4612. That the Board approves Danielle Yamello, Master Teacher/Coach for Extra Work-Extra Pay at the stipulated negotiated contractual rate of \$32.00 per hour, effective April 24, 2013 through June 30, 2013; not to exceed 60 hours. Account # 20-218-200-100-P13

4613. That the Board approves the following staff members to act as substitute coordinators for the 21<sup>st</sup> Century Community Learning Centers Grant program, not to exceed 15 hours (to be shared) per week total, effective April 4, 2013 through April 19, 2013, at the stipulated negotiated contractual rate as indicated. Account #20-460-100-100-013.

JT Pierson (\$40.00 per hour)    Amy Campbell (\$40.00 per hour)  
Julius Clark (\$32.00 per hour)

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**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:

6262. 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 Puppet Theater, Atlantic Highlands, NJ (PreK classes, MDCC)	04/15/13
PreK Grant	Paper Moon Puppet Theater, Atlantic Highlands, NJ (PreK classes, RBR)	04/15/13
PreK Grant	Paper Moon Puppet Theater, Atlantic Highlands, NJ (PreK classes, Acelero-Head Start)	04/16/13
PreK Grant	Paper Moon Puppet Theater, Atlantic Highlands, NJ (PreK classes, CYMCA, St. Thomas)	04/16/13
PreK Grant	Paper Moon Puppet Theater, Atlantic Highlands, NJ (PreK classes, CYMCA, Tinton Falls)	04/16/13
PreK Grant	Paper Moon Puppet Theater, Atlantic Highlands, NJ (PreK classes, CYMCA, Lincroft)	04/17/13
PreK Grant	Paper Moon Puppet Theater, Atlantic Highlands, NJ (PreK classes, Middletown)	04/17/13
PTO & Student Activity Fund	Ocean County College Planetarium, Toms River, NJ (Kindergarten class level trip)	04/17/13
PreK Grant	Paper Moon Puppet Theater, Atlantic Highlands, NJ (PreK classes, Primary School)	04/18/13
Grade Level Fundraisers	Medieval Times, Lyndhurst, NJ (Grade 5 class level trip)	04/18/13
Grade Level Fundraisers	Brookdale Community College, Lincroft, NJ (Grade 8 LAL students)	04/19/13
Count Basie Theatre	Count Basie Theatre, Red Bank, NJ (Primary School Grades 1-3)	04/24/13
PTO & Student Activity Fund	Historic Longstreet Farm, Holmdel, NJ (Grade 1 class level trip)	05/02/13
PTO & Student Activity Fund	Howell Bowling Lanes, Howell, NJ (MD and LLD classes)	05/17/13



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Strings Program Fundraising & Student Contribution	NJPAC, Newark, NJ (Grades 4-8 strings and band members)	05/21/13
PTO & Student Activity Fund	NJ State Museum and Planetarium, Trenton, NJ (Grade 2 classes)	05/22/13
PTO & Student Activity Fund	Liberty Science Center, Jersey City, NJ (Grade 3 classes)	05/23/13
NA	Red Bank Senior Center, Red Bank, NJ (Strings program) – Walking Trip	05/31/13

6263. That the Board approves the revision to the 2012-2013 school calendar to reflect the following:

Friday	May 24, 2013	Schools Closed
Tuesday	May 28, 2013	Staff Professional Development Day

**ROLL CALL VOTE:**

AYES: Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Stone, Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: None; One Board Seat Vacancy

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

**VIII. OLD BUSINESS - None**

**IX. NEW BUSINESS:**

- Ms. Jones reported that she attended a session at Rutgers. Dr. Morana was one of three panelists and represented the district well.
- Mr. Noble stated he overheard a conversation in the community that the replacement for the Primary School Nurse position was a good fit and she was doing well. Dr. Morana stated that unfortunately is only temporary coverage as she is taking a position in a hospital.
- Mr. Forest reported that he, Ms. Roseman and Ms. Viscomi attended the Council Meeting last night. Dr. Morana and Mrs. Pappagallo presented the tentative budget. There were some good questions by the Council Members

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**X. EXECUTIVE SESSION**

A. Special Education Case

At 8:50 pm Ms. Roseman motioned, seconded by Ms. Jones, to reconvene in Executive Session.

VOICE VOTE:

AYES: Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Stone, Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: None; One Board Seat Vacancy

**XI. PUBLIC SESSION**

At 9:02 pm the Board returned to Public Session.

**ROLL CALL**

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

ABSENT: None; One Board Seat Vacancy

ALSO PRESENT: Dr. Laura C. Morana, Superintendent;  
Debra Pappagallo, Business Administrator/Board Secretary

**XII. ADJOURNMENT**

At 9:03 pm Ms. Jones motioned, seconded by Ms. Viscomi, to adjourn.

VOICE VOTE:

AYES: Forest, Jones, Lowe, Ludwikowski, Noble, Roseman, Stone, Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: None; One Board Seat Vacancy

Respectfully submitted,

Debra Pappagallo  
Business Administrator/Board Secretary