

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
JANUARY 15, 2013

MINUTES

CALL TO ORDER – 7:03 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 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, Peter Noble, Allen Palma, Ann Roseman, Fred Stone, Suzanne Viscomi

ABSENT: Carrie Ludwikowski

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

FLAG SALUTE

Mr. Forest led the Salute to the Flag.

RESOLUTION FOR EXECUTIVE SESSION

At 7:05 pm Ms. Roseman motioned, seconded by Ms. Jones, to move to Executive Session

- A. Superintendent's Contract
- B. Personnel – Hiring
- C. Special Education Case

ROLL CALL VOICE VOTE:

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

NAYS: None ABSECTIONS: None

ABSENT: Ludwikowski

CALL TO ORDER – 8:00 p.m.

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ABSENT: Carrie Ludwikowski

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

I. SUPERINTENDENT'S REPORT

A. Primary School Post Hurricane Sandy Update

Dr. Morana reported that we continue to work closely with the insurance companies and FEMA. There is a great deal of work involved to collect documentation for support of what we have done and plan on doing. The Gym will be operational on Monday. The Primary School Administration and STEM teacher is currently researching designs and layouts for the Media Center/STEM Room and associated expenses to come up with different cost options. The STEM teacher is visiting other schools that have STEM rooms.

Ms. Pappagallo stated that we are in the process of compiling contents lists and people's time associated with the work that is being done.

Ms. Jones stated that she learned a lot from the FEMA representatives. They were very open to our needs and supportive. They were also willing to guide us on what is needed as far as reporting and writing their report.

Mr. Nobel stated that he has two friends that were dealing with FEMA unsuccessfully and he was surprised at how extremely knowledgeable, informative, and helpful they are and he was very impressed.

Dr. Morana states overall it was a pleasant experience.

Ms. Roseman stated she was glad to hear that the STEM teacher visited other schools and asked if she was able to talk to the other teachers as far as their suggestions.

Dr. Morana stated that we will have many months ahead of us in dealing with Hurricane Sandy recovery.

B. Superintendent's Mid-Year Progress Report Presentation – presented second to last.

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- C. Pilgrim Baptist Church – Community Commemorative Celebration of the Life & Legacy of Rev. Dr. Martin Luther King, Jr. – Dr. Morana stated that it will be held on January 21st. One student from the 3rd grade was selected to read their essay at the celebration. Our Band will also be participating.
- D. Article – *A STEM Takes Root in Red Bank*- Dr. Morana stated that the letter was included in the Board Packet.
- E. Promoting Academic Excellence for Dual Language Learners in Red Bank Public Schools Case Study by the Foundation for Child Development – Dr. Morana stated this was disseminated nationally describing demographics, student achievement. It is an honor to have this publicized.
- F. Kids in Concert 2013- Dr. Morana stated that we have submitted a cd/dvd last week which showcases the Strings program at the Primary School.
- B. Superintendent’s Mid-Year Progress Report Presentation – Dr. Morana stated that the School Improvement teams reviewed. The Principal evaluation system will be in place by September per the State Board of Education. The binder is updated every month.
- G. Resolution Honoring Board Members – Dr. Morana read aloud:

WHEREAS, The New Jersey School Boards Association has declared January 2013 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Red Bank Borough Board of Education is one of 586 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Red Bank Borough Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

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WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Red Bank Borough Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2013 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Red Bank Borough Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

RESOLVED, that I, the Superintendent of Schools, Laura C. Morana, on behalf of Red Bank Borough students, staff, and community do hereby acknowledge the efforts of school board members throughout New Jersey, and be it further

RESOLVED, that we acknowledge the service of and express gratitude to, Ben Forest, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Peter Noble, Allen Palma, Ann Roseman, Frederick Stone, and Suzanne Viscomi.

II. PRESIDENT'S REPORT

A. Committee Reports – Mr. Nobel and Ms. Jones reported on Facilities.

Mr. Nobel wanted to thank Dr. Morana and Ms. Pappagallo for their hard work and continued hard work along with Mr. Berger and Mr. Isley.

III. CORRESPONDENCE - None

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."

V. STATEMENT TO THE PUBLIC

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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

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:

Ms. Jones motioned, seconded by Ms. Roseman, to accept the following:
 3257. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Evangelia Dounis	01/16/13 8:30 a.m. – 3:00 p.m.	Edison, NJ	\$0.00	RAC Training on ELLs	NA
Mary Valdivia	01/18/13 9:00 a.m. – 2:30 p.m.	Trenton, NJ	\$0.00	NJ DOE PreK Supervisors' Meeting	NA
Daphne Keller	01/23/13 9:00 a.m. – 3:00 p.m.	Neptune, NJ	\$0.00	Statewide Preschool Nurses' Meeting	NA
Brandy Balthazar	01/25/13 9:00 a.m. – 12:00 p.m.	Neptune, NJ	\$0.00	RAC Workshop	NA
Meredith Faistl	01/25/13 1:00 p.m. – 4:00 p.m.	Neptune, NJ	\$0.00	RAC Workshop	NA
Joan McLaughlin	01/25/13 1:00 p.m. – 4:00 p.m.	Neptune, NJ	\$0.00	RAC Workshop	NA
Debra Pappagallo	01/25/13 12:30 p.m. – 4:00 p.m.	Pt. Pleasant, NJ	\$0.00	Monmouth-Ocean Counties Shared Services Insurance Fund Meeting	NA

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Holcombe Hurd	01/28/13 & 01/29/13 8:30 a.m. – 4:00 p.m. Originally approved for only 01/28/13	Edison, NJ	\$430.00	AVID Center Path Training	11-190-100-340-004
Melissa Osmun	01/28/13 & 01/29/13 8:30 a.m. – 4:00 p.m. Originally approved for only 01/28/13	Edison, NJ	\$430.00	AVID Center Path Training	11-190-100-340-004
Kim Rosas	01/28/13 & 01/29/13 8:30 a.m. – 4:00 p.m. Originally approved for only 01/28/13	Edison, NJ	\$430.00	AVID Center Path Training	11-190-100-340-004
Debra Pappagallo	01/29/13 8:30 a.m. – 12:00 p.m.	Toms river, NJ	\$0.00	Brown & Brown Benefit Advisors	NA
Joseph Christiano	01/31/12 & 02/01/13 8:00 a.m. – 5:00 p.m.	Atlantic City, NJ	\$375.00 Registration \$99.00 Accommodations \$99.00 Per Diem	Techsbo 2013	11-000-252-890-T00
Debra Pappagallo	02/08/13 9:00 a.m. – 12:00 p.m.	Neptune, NJ	\$0.00	Homeless Liaison Training	NA
Debra Pappagallo	02/14/13 10:00 a.m. – 12:00 p.m.	Freehold, NJ	\$0.00	School Ethics Online Disclosure Training	NA
Kimberly Rosas	02/13/13 & 02/14/13 8:00 a.m. – 4:00 p.m.	Washington, DC	\$299.00	Kennedy Center 2013 Annual Meeting	11-000-221-500-0004
Laura Morana	02/15/13 & 02/16/13 8:00 a.m. – 4:00 p.m.	Washington, DC	\$299.00	Kennedy Center 2013 Annual Meeting	11-000-230-890-000
Stacy Sherwood	02/14/13, 03/11/13, 04/08/13 & 06/11/13 8:00 a.m. – 4:00 p.m.	Lawrenceville, NJ	\$0.00	Excelled Educators for NJ (EE4NJ) DEPAAC Meeting	NA
Nancy Mattucci	03/07/13 9:00 a.m. – 4:30 p.m.	Edison, NJ	\$99.00	Follett Institute/Destiny Professional Training	11-000-252-890-T00

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Joseph Christiano	03/14/13 & 03/15/13 8:00 a.m. – 4:00 p.m.	Kean Univ., Union, NJ	\$199.00	NY/NJ Google Summit	11-000-221-500-004
Nancy Mattucci	03/14/13 & 03/15/13 8:00 a.m. – 4:00 p.m.	Kean Univ. Union, NJ	\$199.00	NY/NJ Google Summit	11-000-221-500-004
Kimberly Rosas	03/19/13 8:30 a.m. – 4:00 p.m.	Neptune, NJ	\$0.00	Data Driven Instruction Mathematics Content	NA

3258. APPROVAL OF MINUTES

To approve the minutes from the November 20, December 11, December 18, 2012, and January 3, 2013 Board meetings.

3259. BUDGET TRANSFERS

To ratify any budget transfers effective November 2012 per the transfer report.

3260. BUDGET TRANSFERS

To ratify any budget transfers effective December 2012 per the transfer report.

3261. BILLS PAYMENT

To approve payment of final bills for December 2012 and for bills as of January 2013.

3262. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

Approve the November 2012 Report of the Treasurer and the November 2012 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.

3263. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

Approve the December 2012 Report of the Treasurer and the December 2012 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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3264. DONATION

That the Board accepts with gratitude the generous donation from Big Brain Resources of books in support of the Primary School affected by Hurricane Sandy, worth approximately \$350.00.

3265. OUT-OF-DISTRICT PLACEMENT

That the Board approves the out-of-district placement for Student ID# 8765049415 at CPC Highpoint Elementary School and the tuition of \$38,080, effective January 3, 2013 through June 30, 2013. Account #11-000-100-566-003

3266. PROFESSIONAL SERVICES

To approve Settembrino Architects to complete an Options Study for the HVAC at the Primary School to assess damage of the existing HVAC units due to Hurricane Sandy as well as provide options and estimates of remediation or replacement of such units in the amount of \$7500.

3267. USE OF FACILITIES

To approve the one-time and recurring building use requests for the 2012-2013 school year as reviewed and approved by the Facilities & Safety Committee and Superintendent. All organizations have been advised of the Board's policy regarding security and fees where necessary and appropriate. All organizations requesting service have valid certificates of insurance on file. (Attachment A)

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:

4543. That the Board accepts with regret the resignation of Kathleen Maurer, Primary School Kindergarten teacher, for the purpose of retirement, effective July 1, 2013.

4544. That the Board accepts the resignation of Dayna Stein, Middle School Grade 6 LAL teacher, effective February 15, 2013.

4545. That the Board accepts the resignation of Orinzo Martinez, District Maintenance/Custodian, effective December 21, 2012.

4546. That the Board accepts the resignation of Clara Guisse, Primary School Spanish teacher, effective February 28, 2013.

4547. That the Board approves the movement on guide for Jackie Rivera, from BA+15 Step 9 annual salary of \$49,315.00 to an MA Step 9 annual salary of \$51,315.00 for the 2012-2013 school year.

4548. That the Board approves the movement on guide for Danielle Yamello, from BA+30 Step 9 annual salary of \$50,315.00 to an MA Step 9 annual salary of \$51,315.00 for the 2012-2013 school year.

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4549. That the Board approves a 2-day unpaid leave of absence for Christina Vlahos, Primary School Grade 2 teacher, January 2 and January 3, 2013.
4550. That the Board approves an unpaid Family Medical Leave (FMLA) for Andrea Fontenez, effective March 4, 2013 through April 12, 2013.
4551. That the Board approves the extension of Joan Todaro's appointment as Primary School Grade 3 teacher (replacing Andrea Fontenez who's maternity leave is being extended), effective February 4, 2013 through April 12, 2013.
4552. That the Board approves the appointment of Rebecca Schwartz as long-term replacement teacher for Christina Katruk (on maternity leave), at a prorated MA Step 1-2 annual salary of \$48,915.00, effective January 15, 2013 through May 9, 2013. Account #20-218-100-101-P13
4553. That the Board approves the appointment of Caroline Dwyer as Primary School Instructional Assistant (replacing Maylene Rosheuvel), at a prorated Step 1 annual salary of \$24,735.00, with a prorated stipend of \$2,000.00 for holding a bachelor's degree, and a prorated \$200.00 stipend for holding a substitute certificate, effective January 30, 2013 through June 30, 2013. Account #11-190-100-106-001
4554. That the Board approves the appointment of Mark Wright as Primary School Instructional Assistant (replacing Nancy Glass), at a prorated Step 1 annual salary of \$24,735.00, and a prorated stipend of \$2,000.00 for holding a bachelor's degree, effective January 30, 2013 through June 30, 2013. Account #s 11-216-100-106-003 and 20-218-100-106-P13
4555. That the Board approves the appointment of Sharon Lynch as Primary School Instructional Assistant (replacing Carla Decker), at a prorated Step 1 annual salary of \$24,735.00, with a prorated stipend of \$2,000.00 for holding a bachelor's degree, and a prorated \$400.00 stipend for holding a NJ teaching certificate, effective January 16, 2013 through June 30, 2013. Account #11-190-100-106-001
4556. That the Board approves the appointment of Meliza Lemus as Primary School Instructional Assistant (replacing Tricia Campbell), at a prorated Step 1 annual salary of \$24,735.00, and a prorated stipend of \$2,000.00 for holding a bachelor's degree, effective January 22, 2013 through June 30, 2013. Account #20-250-100-106-003
4557. That the Board approves the extension of the appointment of Kate Carpenter (replacing Joan Todaro) as Primary School LAL Instructional Assistant, at a prorated Step 1 annual salary of \$24,735.00, plus a \$2,000.00 stipend for holding a bachelor's degree, and a \$400.00 stipend for holding a NJ teaching certificate effective January 2, 2013 through April 15, 2013. Account #20-230-100-106-PS1

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4558. That the Board approves a change in title for Tom Schroll from PreK Hall Monitor to PreK Floater Instructional Assistant/Hall Monitor, with no adjustment in salary, for the 2012-2013 school year.

4559. That the Board approves the following professional development tuition reimbursements as per contract.

Kelly Brinton	Rutgers University English as a Second Language 3 credits @\$560.00 Fall 2008	\$1,680.00
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Joseph Christiano	NJ Institute of Technology Database Administration Course IT635 3 credits @ \$611.00 Summer 2012 Systems Administration Course IT 610 3 credits @\$611.00 Fall 2012	\$3,666.00
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Martine Porcello	Brookdale Community College Intro to Psychology I Course PSYC 105 3 credits @\$115.50 Fall 2012	\$346.50
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4560. That the Board approves the following as Guest Teachers, effective January 16, 2013 through June 30, 2013.

Andrew Katz	Kara Teehan
Helen Keaveny	Maria Tollaku

4561. That the Board approves Orinzo Martinez as substitute custodian, on an as-needed basis, at the hourly rate of \$12.00, effective January 16, 2013 through June 30, 2013. Account #11-000-262-100-015

EXTRA WORK/EXTRA PAY

4562. That the Board approves the appointment of Carol Boehm as Primary School Chorus Advisor, at the prorated stipulated contractual stipend of \$1,067.00, effective October 18, 2012 through February 22, 2013. Account #11-401-100-100-001

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4563. That the Board approves the following staff members for AVID tutor training during the 2012-2013 school year, not to exceed 2 hours each, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #11-000-221-800-004

Holcombe Hurd Melissa Osmun

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:

6242. That the district adopts the teaching practice evaluation rubric and a principal practice evaluation rubric. The teaching and principal practice evaluation rubrics comply with N.J.A.C. 6A:10. Educator effectiveness requirements to have a rubric system in place by July 1, 2013.

The Framework for Teaching by Charlotte Danielson – Teaching Practice
 The Principal Evaluation System by McREL – Principal Practice

6243. 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)
PTO	Career Day, W. Long Branch, NJ (9 students from Grades 1, 2, & 3)	01/14/13
Student Activity Fund	African American Reading Chain, W. Long Branch, NJ (AVID Grades 7 & 8)	02/04/13
PreK Grant	Senor Peppers, Red Bank, NJ (Middletown PreK classes)	02/04/13
PreK Grant	Senor Peppers, Red Bank, NJ (2 Primary School PreK classes)	02/05/13
PreK Grant	Senor Peppers, Red Bank, NJ (2 Primary School PreK classes)	02/06/13
PreK Grant	Senor Peppers, Red Bank, NJ (2 Red Bank Regional PreK classes)	02/07/13
PreK Grant	Senor Peppers, Red Bank, NJ (2 Red Bank Regional PreK classes)	02/11/13
PreK Grant	Senor Peppers, Red Bank, NJ (Acelero Headstart PreK classes)	02/12/13

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PreK Grant	Senor Peppers, Red Bank, NJ (St. Thomas PreK classes)	02/13/13
PreK Grant	Senor Peppers, Red Bank, NJ (CYMCA Tinton Falls PreK classes)	02/14/13
PreK Grant	Senor Peppers, Red Bank, NJ (CYMCA Lincroft PreK classes)	02/18/13
PreK Grant	Senor Peppers, Red Bank, NJ (MDCC PreK classes)	02/19/13

6244. That the Board approves the participation of two Middle School students in The Stars Challenge program in partnership with Monmouth University, at no cost to the district, effective January – June 2013.
6245. That the Board approves the submission of the Home From the Hurricane 2 project to Donors Choose for the opportunity to receive books for use in a first grade class.
6246. That the Board approves the submission of the Sandy Struck Part 2 Fact Not Fiction project to Donors Choose for the opportunity to receive Multilevel Nonfiction Book Sets as well as a Nonfiction Leveled Books Classroom Library for use in a first grade class.
6247. That the Board approves the submission of the Back to School After Sandy project to Donors Choose for the opportunity to receive a Nonfiction Leveled Books Classroom Library for use in a first grade class.
6248. That the Board approves the submission of the We Sunk in Sandy project to Donors Choose for the opportunity to receive a carpet and a dollhouse for use in a kindergarten classroom.
6249. That the Board approves the submission of the First Grade Reads Beyond Hurricane Sandy project to Donors Choose for the opportunity to receive a Language Audio Card Reader and a Sight-Words Set 1 Audio Card Program for use in a first grade classroom.
6250. That the Board approves the submission of the ABC's are Fun for Me project to Donors Choose for the opportunity to receive assorted literacy center materials for use in a kindergarten classroom.
6251. That the Board approves the submission of the We Won't Let Sandy Keep Us From Being Handy project for the opportunity to receive listening centers for use in a first grade classroom.
6252. That the Board approves the submission of the Recovering from Sandy project to Donors Choose for the opportunity to receive books and book bins for use in a second grade classroom.

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ROLL CALL VOTE:

AYES: Forest, Jones, Lowe, Noble, Palma, Roseman, Stone*, Viscomi

NAYS: None ABSENTIONS: *Dr. Stone on 3258 November and December minutes.

ABSENT: Ludwikowski

VII. HEARING OF THE PUBLIC - None

VIII. OLD BUSINESS:

- Ms. Pappagallo reported that we received a report and recommendations from T&M Associates. It will be reviewed.
- Mr. Nobel asked if we were up to date with receiving paperwork from the Charter School, and what was the process of the lottery. Also if we would be notified as to who would be selected from our school for Kindergarten. Dr. Morana stated that as far as she knew, we have received everything. Students are not allowed to be enrolled in the Charter School unless they first register with our District.

IX. NEW BUSINESS

- Mr. Nobel reported that the crossing guard usually posted as Spring and Harding suddenly passed away.
- Ms. Pappagallo presented the Team Charter for signatures from the Board Members.
- Mr. Forest spoke about the committee assignments, and Ms. Pappagallo addressed the committee meeting calendar.

X. ADJOURNMENT

At 8:55 pm Ms. Jones motioned, seconded by Mr. Palma, to adjourn.

ROLL CALL VOICE VOTE:

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

NAYS: None ABSENTIONS: None

ABSENT: Ludwikowski

Respectfully submitted,

Debra Pappagallo

Business Administrator/Board Secretary