

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
DECEMBER 11, 2012

MINUTES

CALL TO ORDER – 7:05 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 March 27, 2012. Notice of this meeting was published in the *Asbury Park Press* and the *Two River Times* newspapers 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, Carrie Ludwikowski, Peter Noble, Allen Palma, Anne Roseman, Suzanne Viscomi

ABSENT: Grace Costa, Marjorie Lowe

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

FLAG SALUTE

Ms. Roseman led the Salute to the Flag

RESOLUTION FOR EXECUTIVE SESSION

At 7:08 pm Ms. Jones motioned, seconded by Ms. Ludwikowski, to convene to Executive Session.

In a voice vote, all present agreed.

AYES: Forest, Jones, Ludwikowski, Noble, Palma, Roseman, Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: Costa, Lowe

- A. HIB Update
- B. Personnel
- C. Attorney/Client Privilege

CALL TO ORDER – 7:43 pm

At 7:43 pm the Board returned and recessed until 8:00 pm Public Session.

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

Mr. Noble requested a moment of silence for Albert Martin, who was an alumna of Red Bank Regional High School district.

I. SUPERINTENDENT'S REPORT

A. HIB Update

Dr. Morana gave an HIB update, of which there was one case at the Middle School. Her policy procedures were followed, but the observation report needs to be submitted in a more timely manner.

B. Excellent Educators for New Jersey (EE4NJ)

Dr. Morana spoke about EE4NJ and the observation of teaching staff. Because of Hurricane Sandy, we were left with less time to complete our observations. Our pre and post observations will count as two. Overall the process has been extremely positive.

Today there was a visit from New York City education administrators who are in charge of the New York Department of Education Teacher Effectiveness; and Teachscape recommended that they visit our district. A presentation was made to them which brought them through the process of our observations. They did requested classroom site visits.

C. Primary School Restoration Project – Update

Dr. Morana reviewed key highlights dealing with the long-term restoration projects. A kickoff meeting with FEMA occurred with the representative giving us guidance and support. The representative went through documents that are needed, as well as all the different categories of loss. She (the representative) stated that FEMA is funding 75 percent of approved expenses not covered by insurance; however, the district will be responsible for the remaining 25 percent, which the district does not have budgeted.

Senator Beck's staff was present at the meeting. They are aware that school districts are not able to absorb the possible 25 percent of expenses and they are hoping to hear that the Governor will approve a 90/10 percent split.

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Upcoming projects include:

- One test classroom to remove the sink and cabinet to estimate timelines and costs associated.
- The Gym floor is scheduled to be installed over winter recess.
- The Media Center has been used more as a STEM classroom, and we are considering changing its purpose since we have to restore the room from the hurricane damage.
- The HVAC system is being looked into and we are looking to obtain independent evaluation on its condition.
- Sink holes are being assessed by Cranmer Engineering with specifications for repair.
- Four classrooms share temporary walls, which have not been opened since 1985, are being considered to be replaced with a permanent, concrete wall.

II. PRESIDENT’S REPORT - None

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

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 Mr. Forest, 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:

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3232. Travel

Name	Date/Time	Location	Fee	Theme	Account #
Debra Pappagallo	12/13/12 1:00 p.m. – 4:00 p.m.	Wall, NJ	\$0.00	Monmouth-Ocean Counties Shared Services Insurance Fund Meeting	NA
Laura Morana	12/17/12 9:00 a.m. – 12:00 p.m.	New Providence, NJ	\$0.00	Guiding More Effective Teaching with Teachscape Tools	NA
Joe Christiano	12/19/12 9:30 a.m. – 11:30 a.m. (Rescheduled from 11/14/12)	Trenton, NJ	\$0.00	Great Schools of New Jersey	NA
Nancy Mattucci	12/19/12 9:30 a.m. – 11:30 a.m. (Rescheduled from 11/14/12)	Trenton, NJ	\$0.00	Great Schools of New Jersey	NA
Laura Morana	12/19/12 9:30 a.m. – 11:30 a.m. (Rescheduled from 11/14/12)	Trenton, NJ	\$0.00	Great Schools of New Jersey	NA
Michelle Batista	01/25/13 9:30 a.m. – 2:30 p.m.	Edison, NJ	\$0.00	Diversity in Education	NA
Danielle Yamello	01/25/13 9:30 a.m. – 2:30 p.m.	Edison, NJ	\$0.00	Diversity in Education	NA
Samantha Arauz	02/13/13 – 02/16/13 8:00 a.m. – 5:00 p.m.	Washington, DC	\$199.00 Registration \$745.28 Accommodations	Kennedy Center 2013 Annual Meeting – 21 <sup>st</sup> Century Grant	20-460-200-800-013

3233. APPROVAL REVISED 2012-2013 BUDGET

To approve the revised budget for the 2012-2013 School Year reflecting additional Supplemental Enrollment Growth State Aid as follows:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2012-13 Original	\$15,117,239	\$5,345,240	\$546,695	\$21,009,174
Approved Total				

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Expenditures

Plus: Additional				
Enrollment Aid	<u>\$373,912</u>	<u>0</u>	<u>0</u>	<u>\$373,912</u>
Total Revised				
Budget	<u>\$15,491,151</u>	<u>\$5,345,240</u>	<u>\$546,695</u>	<u>\$21,383,086</u>

3234. ACCEPTANCE OF INSURANCE FUNDS –  
 That the Board accepts the advance of \$150,000.00 from Selective Insurance Company for the purposes of payment of emergency work completed at the Primary School by vendors due to Hurricane Sandy.
3235. APPROVAL OF EMERGENCY PROFESSIONAL CLEANING SERVICES  
 That the Board approves the emergency cleaning/sanitizing services of the Primary School by Gemini Restoration, Inc. in the amount of \$111,764.04 (paid with insurance claim funds.)
3236. APPROVAL OF EMERGENCY PROFESSIONAL ENVIRONMENTAL HYGIENIST SERVICES  
 That the Board approves the emergency environmental services for the purpose of air sampling tests and clearing of the Primary School by Air Consulting Services, LLC in the amount of \$3,380 (paid with insurance claim funds.)
3237. APPROVAL OF EMERGENCY FLOORING SERVICES  
 That the Board approves the emergency flooring services for floor replacement at the Primary School by Atlantic Flooring in the amount of \$57,036 (paid with insurance claim funds.)
3238. APPROVAL OF CONTRACT  
 That the Board approves the contract with T&M Associates to review records related to Count Basie property, owned by the Board of Education, in the amount of \$1,200.00.  
**COMMENT:**
- Board member was concerned about using a vendor that already works with the Borough; discussion and comments with other Board members followed.
3239. APPROVAL OF CONTRACT  
 That the Board approves the contract with Cranmer Engineering to provide a proposal for ground repair at the Primary School, in the amount of \$2,500.00.

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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4518. That the Board approves an additional 5 sick days for the 2012-2013 school year and 5 borrowed sick days from the 2013-2014 school year to cover the time period of December 1, 2012 through December 15, 2012, for Susan Frieri, Primary School Instructional Assistant.
4519. That the Board approves a 3-day unpaid leave of absence for Clara Guisse, Primary School Spanish teacher, from December 19, 2012 through December 21, 2012.
4520. That the Board approves Annie Darrow to support the Business Office, on an as-needed basis, effective January 1, 2013 through June 30, 2013, at the hourly rate of \$52.00. Account #11-000-251-100-000  
**COMMENT:**
- Board member had a question about the continuance through the rest of the school year; and discussion followed.

EXTRA WORK/EXTRA PAY

4521. That the Board approves Jill Williams as a Math Club advisor for the 21<sup>st</sup> Century Grant program, not to exceed 8 hours per week, at the stipulated negotiated contractual rate of \$32.00 per hour, effective December 4, 2012 through June 30, 2013. Account #20-460-100-100-013
4522. That the Board approves the following staff members to provide home instruction on an as-needed basis, effective December 3, 2012 through June 30, 2013, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #11-150-100-101-000.

Tiffany Fetter  
Anita Pecorelli

Megan Proper  
Eddy Velastegui

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:

5035. That the Board approves Student ID#19141 to receive home instruction, not to exceed 10 hours per week, effective December 12, 2012 until further notice.
5036. That the Board approves Student ID#21087 to receive home instruction, not to exceed 10 hours per week, effective December 12, 2012 until further notice.
5037. That the Board approves Student ID#21122 to receive home instruction, not to exceed 10 hours per week, effective December 12, 2012 until further notice.

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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:

6229. 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)
Count Basie Theatre	Count Basie Theatre, Red Bank, NJ (Grades 1, 2, & 3)	12/06/12
21 <sup>st</sup> CCLC Grant	Two River Theatre, Red Bank, NJ (Presentation of Wind in the Willows Christmas)	12/28/12

6230. That the Board approves Cerelle T. White to provide one day of Safe and Proper Handling Training, not to exceed 6 hours, that took place on December 3, 2012, at the cost of \$450.00. Account # 11-000-219-320-003

**COMMENT:**

- Board member asked what this was for. Response: It is training for special education staff.

6231. That the Board approves the contract between Dance Innovation and the district to provide a creative movement dance program to all PreK Education classes, effective December 3, 2012 through June 6, 2013, at a cost of \$19,625.00. Account #20-218-200-320-P13

**COMMENT:**

- Board member asked if this was in the budget. Response: Yes, but from the PreK budget/grant.

**ROLL CALL VOTE:**

AYES: Forest, Jones, Ludwikowski, Noble, Palma, Roseman, Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: Costa, Lowe

VII. HEARING OF THE PUBLIC – None

VIII. OLD BUSINESS - None

IX. NEW BUSINESS

- New motion 3240 was created.

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

3240. That the Board authorizes the Superintendent to submit an application for the Preschool Program Expansion Aid for fiscal year 2013-2014 in the amount of \$4,070,928.00.

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ROLL CALL VOICE VOTE:

AYES: Forest, Jones, Ludwikowski, Noble, Palma, Roseman, Viscomi

NAYS: None ABSTENTIONS: None

- Ms. Viscomi asked if members of the public are going to be considered for the Finance Committee representation. She is aware of a few people who may be interested. Question asked if the Board agreed; reply was Yes.
- Ms. Roseman indicated that the Board meeting on December 18 will be at the Middle School, as well as the Reorganization meeting on January 3. The Reorganization meeting will only include reorganization items, with no other business. We will be having a full Regular Board meeting on January 15.

X. ADJOURNMENT

At 8:45 pm Ms. Viscomi motioned, seconded by Mr. Palma, to adjourn.  
Following a voice vote the meeting was adjourned.

ROLL CALL VOICE VOTE:

AYES: Forest, Jones, Ludwikowski, Noble, Palma, Roseman, Viscomi

NAYS: None ABSTENTIONS: None

ABSENT: Costa, Lowe

Respectfully submitted,

Debra Pappagallo  
Business Administrator/Board Secretary