

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
JANUARY 17, 2012

MINUTES

1. CALL TO ORDER — 7:30 pm – 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 May 10, 2011. 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: Grace Costa, Janet Jones, Marjorie Lowe (arrived 7:36 pm), Peter Noble, Suzanne Viscomi, Ben Forest, Ann Roseman.

Absent: Carrie Ludwikowski, Allen Palma

Also present: Laura C. Morana, Superintendent

FLAG SALUTE

Ms. Roseman led the Salute to the Flag.

2. SUPERINTENDENT'S REPORT

- A. Recognition of Middle School Spelling Bee Winners

Dr. Morana and Mrs. Iozzi congratulated 5th Grade student Desiree Marshall on winning the spelling bee contest. She did an amazing job. Seventh Grader Douglas Winning, who was unable to attend the meeting this evening, was the second place winner.

- B. Recognition of ABS Program Presentation – Elijah Gray

Elijah Gray was honored for implementing the Anti Bullying Squad (ABS) Program. Mrs. Iozzi has received letters from the Borough and outside our district area praising Elijah for his idea. Elijah thanked the Board for recognizing his program. He explained how the program works, the training involved, and role playing that lets students experience what victims feel. He said it is wonderful to be a part of the Anti Bullying Squad and reviewed some of the future events being planned. The Board congratulated Elijah.

- G. Resolution Honoring Board Members

(This item moved to include the students and families in attendance at the meeting.) Dr. Morana recognized the Board and all of their hard work and often long hours that they commit to the school community. She read the resolution honoring the Board.

WHEREAS, The New Jersey School Boards Association and the National School Boards Association have declared January 2012 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

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WHEREAS, The Red Bank Borough Board of Education is one of 588 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 1.37 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

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, The efforts of local boards of education, in partnership with stakeholders ranging from parents to teachers to state education officials, have fostered a public school system that has contributed to New Jersey's status as a leader in academic benchmarks, such as elementary and middle school scores on the National Assessment of Educational Progress, and college preparation through Advanced Placement offerings; 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 2012 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, Ann Roseman, Ben Forest, Grace Costa, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Peter Noble, Allen Palma, and Suzanne Viscomi.

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At 7:50 pm there was a brief recess called for refreshments.

At 8:04 pm the Board returned.

ROLL CALL

Present: Grace Costa, Janet Jones, Marjorie Lowe (arrived 7:36 pm), Peter Noble, Suzanne Viscomi, Ben Forest, Ann Roseman.

Absent: Carrie Ludwikowski, Allen Palma

Also present: Laura C. Morana, Superintendent

- C. Legislative Update
Discussion on moving the Board elections to November.
- D. Report from January NJSBA County Meeting
Dr. Morana summarized the county meeting and provided highlights.
- E. Budget Process Update
Budgets were received from administrators and budget review meetings have begun.
Dr. Morana has provided enrollment projections, and classroom needs are in response to increased enrollment.
- F. Enrollment Projections/Demographer Report
Enrollment projections were shared and discussion on the impact of new housing at Cedar Crossing. More specific information will be shared in the Friday packet.

3. PRESIDENT'S REPORT

- A. Superintendent's Evaluation Process – NJSBA Field Service Representative, Kathy Winecoff
Ms. Winecoff reviewed the evaluation process and how it must be tied to the Board's goal setting, do's and don'ts of completing the evaluations, review of the tools used for the evaluation, and components of the Chief School Administrator (CSA) evaluation and Board self evaluation.

Ms. Winecoff reviewed the established evaluation calendar and suggested that since there are technical issues delaying the superintendents' ability to complete their portion through the online system that the Board should complete the self evaluation first. Ms. Winecoff stated she will email the Board the Word document so they can prepare it in hard copy prior to logging on.

- B. EE4NJ (Excellent Educators for New Jersey) Grant Pilot Program Update
In Ms. Ludwikowski's absence, Dr. Morana provided an update on the progress of the evaluation system.

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C. Committee Reports—Policy, Curriculum & Instruction

4. HEARING OF PUBLIC - NONE

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 with a total public participation not exceeding 60 minutes.”

5. 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. 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.

6. ACTION AGENDA

Ms. Roseman asked if anyone wanted to take items separately. Hearing none, a motion by Mr. Forest, seconded by Ms. Jones, to approve the following proceeded:

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:

3099. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Christina Vlahos	01/18/12 12:00 p.m. – 4:00 p.m.	Princeton, NJ	\$0.00	Preschool Research Network Meeting	NA
Danielle Yamello	01/18/12 12:00 p.m. – 4:00 p.m.	Princeton, NJ	\$0.00	Preschool Research Network Meeting	NA
Laura Morana	01/19/12 8:30 a.m. – 3:30 p.m.	Sayreville, NJ	\$0.00	The Common Core Standards and Implications for School Leaders	NA
John Bombardier	01/23/12 9:00 a.m. – 11:00 a.m.	Little Silver, NJ	\$0.00	Peninsula Supervisors’ Articulation	NA

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Damian Medina	02/08/12, 03/05/12, 04/04/12, 05/24/12, 06/05/12 8:30 a.m. – 3:00 p.m.	Lawrenceville, NJ	\$0.00	Excellent Educators for New Jersey (EE4NJ) ESL/Bilingual Subcommittee Meeting	NA
Janet Jones	02/11/12 9:00 a.m. – 6:30 p.m.	Monroe Township, NJ	\$150.00 fee after \$50.00 credit	NJSBA Analyzing & Constructing Salary Guides Training	11-000-230-585-000
Chris Ippolito	02/16/12 – 02/18/12 6:00 p.m. – 1:00 p.m.	Washington, DC	\$0.00	IREX Global Education Symposium	NA
Laura Morana	02/24/12 11:00 a.m. – 2:00 p.m.	Trenton, NJ	\$0.00	NJ Council for Young Children Committee Meeting	NA
Christina Vlahos	03/05/12 9:30 a.m. – 2:30 p.m.	Trenton, NJ	\$0.00	Early Childhood Supervisors' Meeting	NA
Laura Morana	03/22/12 9:00 a.m. – 1:00 p.m.	Jackson, NJ	\$0.00	New Jersey Association of School Administrators (NJASA) Representative Assembly	NA

3100. BUDGET TRANSFERS

To ratify any budget transfers effective December 2011 as per the transfer report previously distributed in writing to the board.

3101. BILLS PAYMENT

To approve payment of final bills for December 2011 and January 2012 as previously distributed in writing to the Board.

3102. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

Approve the December 2011 Report of the Treasurer and the December 2011 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.

3103. E-RATE TECHNICAL SERVICES

To approve Mr. Dan Riordan, On-Tech Consulting, Inc., 53 Elm Place, Red Bank, NJ, as the district's e-rate consultant for the 2012-2013 e-rate filing period at an amount equal to 10% of the savings generated through the e-rate program, with a \$30,000 cap. Mr. Riordan will prepare all e-rate applications and filings for the district.

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3104. ELECTION HOURS

To establish the opening of polls on Wednesday, April 17, 2012, at 2:00 p.m. and the closing of polls on April 17, 2012 at 9:00 p.m.

3105. ELECTION-RELATED ACTIVITIES

To authorize the secretary of the Board of Education to prepare all necessary legal advertisements and complete all election-related activities consistent with code.

3106. ELECTION PAY RATES

To establish the hourly rate of pay for the election workers as \$14.29 per hour for the hours the polls are open plus a half an hour before and after closing time (9 p.m.) plus \$25.00 per voting district for pickup and return of the registration books.

3107. DRAWING FOR BALLOT POSITIONS – This date may change based on publication of the budget calendar

To establish March 7, 2012, 4:00 P.M., Red Bank Borough School Administration Building conference room, 76 Branch Avenue, Red Bank, NJ for the drawing of names for ballot positions by Annie Darrow, Board Secretary

3108. CANCELLED CHECKS

Approve the cancellation of the following list of outdated, outstanding checks from:

General Account	\$87.57	
Check	Amount	Check Date
12711	\$7.81	05/17/11
12803	\$6.76	06/28/11
12829	\$40.00	06/28/11
12886	\$33.00	06/30/11

COMMENT ON 3104 – 3108:

Board member asked why we would need to approve 3104 – 3108 if the elections are moved to November? Ms. Darrow responded that these agenda items are necessary in the event that we continue with the April elections.

3109. DONATION

That the Board accepts with gratitude the generous donation of concert tickets from the Count Basie Theatre, valued at \$4,200.

ROLL CALL VOTE:

AYES: Costa, Jones, Lowe, Noble, Viscomi, Forest, Roseman

NAYS: None ABSTENTIONS: Jones on her travel 3099

Costa on 3104 through 3108

Roseman on 3103

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Ms. Jones motioned, seconded by Mr. Noble, to approve 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:

4204. That the Board accepts with regret the resignation of Sandra Davis, PreK teacher, for the purpose of retirement, effective January 1, 2012.

COMMENT:

Board member commented that she had worked with Ms. Davis and would like to accept her resignation with regret.

4205. That the Board approves the appointment of Gretchen Keane as Long-Term Substitute teacher (replacing Sandra Davis), effective January 2, 2012 until a permanent replacement is appointed, at the additional compensation of \$56.00 per day.

4206. That the Board accepts the resignation of Joseph DeFilippis, Physical Education/Health teacher, effective December 31, 2011.

4207. That the Board approves the appointment of Lauren Gregory as a Long-Term Substitute Grade 2 teacher, at a BA Step 1 prorated annual salary of \$44,116.00, effective January 24, 2012 through March 30, 2012. Account #11-120-100-101-000

4208. That the Board approves the lateral transfer, with no change in salary, of Kay Carroll from Hall Monitor, Middle School to Hall Monitor, St. Anthony's Parish Center, effective January 2, 2012.

4209. That the Board approves an unpaid leave of absence for Brooks Morris, effective January 17, 2012 through January 20, 2012.

4210. That the Board approves the appointment of Nicole Seruya as a Primary School Long-Term substitute 1:1 Instructional Assistant (replacing Sara Good), at Step 1-2 prorated annual salary of \$23,920.00, plus a prorated \$2,000.00 stipend for possessing a Bachelor's Degree, and a prorated \$400.00 stipend for possessing a New Jersey Teaching certificate, effective January 9, 2012 through March 31, 2012. Account #11-216-100-106-003

4211. That the Board approves the appointment of Harold Reid as an administrative substitute, effective January 9, 2012 through June 30, 2012, at the per diem rate of \$100.00. Account #11-000-240-100-000

4212. That the Board approves Doug Winning as a Guest Teacher, effective January 18, 2012 through June 30, 2012.

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EXTRA WORK/EXTRA PAY

4213. That the Board approves Alina Ryberg and Aida Pereira as speakers for the Special Education Parent Advisory Council Meeting, entitled Encouraging Speech and Movement through Play, January 25, 2012, not to exceed 2 hours each, at the stipulated negotiated contractual rate of \$32.00. Account #20-231-200-100-P04
4214. That the Board approves Mary Wyman as PAST Advisor for the 21st CCLC Grant Program (replacing Joe DeFilippis), not to exceed 6 hours per week, at the stipulated negotiated contractual rate of \$32.00 per hour. Account Number: 20-461-100-100-E04
4215. That the Board approves Phyllis Berger as AM Energizer Advisor for the 21st CCLC Grant Program (replacing Joe DeFilippis), not to exceed 3.5 hours per week, at the stipulated negotiated contractual rate of \$32.00 per hour. Account Number: 20-461-100-100-E04
4216. That the Board approves Crista Klemser to provide home instruction on an as-needed basis, not to exceed 5 hours per week per eligible student, effective January 10, 2012 through June 30, 2012, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #11-150-100-101-000

ROLL CALL VOTE:

AYES: Costa, Jones, Lowe, Noble, Viscomi, Forest, Roseman
NAYS: None ABSTENTIONS: None

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:

5016. That the Board approves home instruction for Student ID#42057, not to exceed 5 hours per week, pending medical release from home instruction, effective January 10, 2012.

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:

6068. That the Board authorizes the Superintendent to accept additional funding from the Individuals with Disabilities Education Act of 2004 (IDEA '04), Part B, in the amount of \$39,840 to expand or establish activities to increase the inclusion of special education students in the 21st Century Community Learning Centers (CCLC) Program within the current grant project through August 31, 2012.
6069. 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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7. HEARING OF THE PUBLIC - None

8. OLD BUSINESS - None

- Board member made a comment that teachers have a tough job and she feels there is too much emphasis on evaluating teachers.

9. NEW BUSINESS

- The Board had a discussion on the pros and cons of moving the annual school election to November.
 - The one point that they expressed concern with is the possibility of having Board candidates align with political parties. Ms. Darrow explained that the candidates would be listed separately on the ballot.
 - Question regarding NJSBA's position. NJSBA is supporting the move to November but originally did not want it bundled with the regular election. Supporting a no-vote on the annual school election, but had concerns about politicking with Board candidate elections.
 - Ms. Roseman asked for the Board's opinion on moving the annual school election. Several Board members were concerned about a non-partisan election becoming partisan.
 - Consensus was taken: 6 in favor, 1 against.
- Governor's State of the State address—Ms. Darrow provided a summary.
- Concern about automated external defibrillators (AED) being available if needed and if people are trained. Ms. Darrow indicated that our AEDs are not locked up and are available; and some staff members participated in CPR training and AED was included.
- Concern regarding EPI Pen and not having trained personnel. Dr. Morana indicated that a number of people have training, including herself.
- Ms. Jones, Negotiations Chairperson, referred the Board to information on administrators' contracts that was included in their packet. This reviews the superintendent contract changes and she would reference Sections 8, 9 and 10 and questions 15 and 18. Please review the salary caps and merit pay. These will be discussed at a future meeting.
- Question regarding new supervising tools to evaluate teachers and principals, since this is a big change and will work well in Red Bank as our district is well managed and run. Can see that this could be used in a negative way and may be unfair. Wonders how this will work statewide.
- Discussion about whether the principals and supervisors in other districts evaluate on pilot and will this include Red Bank.

At 9:30 pm Ms. Jones motioned, seconded by Mr. Noble, to move to Executive Session

10. EXECUTIVE SESSION – NO ACTION TO BE TAKEN

- A. Administrators' Contract Update
- B. RBBEA Teachers' Negotiations Update
- C. Special Education Case Update
- D. HIB Update

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11. PUBLIC SESSION

AT 10:15 pm the Board returned to Public Session

ROLL CALL

Present: Janet Jones, Marjorie Lowe, Peter Noble, Suzanne Viscomi, Ben Forest, Ann Roseman.

Absent: Carrie Ludwikowski, Allen Palma, Grace Costa (left at 9:30 pm)

Also present: Laura C. Morana, Superintendent

12. ADJOURNMENT

At 10:16 pm meeting adjourned.

Respectfully submitted,

Anne E. Darrow
Business Administrator/Board Secretary