

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
OCTOBER 18, 2011

MINUTES

1. CALL TO ORDER – 7:30 pm – Primary School Media Center

2. 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.

3. ROLL CALL

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

ABSENT: Grace Costa

ALSO PRESENT: Laura C. Morana, Superintendent

4. FLAG SALUTE

5. SUPERINTENDENT'S REPORT

A. Student Achievement Data Report

Dr. Morana distributed a copy of the annual report to the community and discussed district's accountability system, local measures of standard procedures, 2011 DRA 2 pre/post district results, Primary Test for Standards for grades 1 and 2, and NJASK assessment results. Dr. Morana reviewed the process and advised the Board that the School Improvement Teams (SIT) will present the strategies through their presentations this evening.

Dr. Morana discussed the discrepancies in the scoring, reiterating that the results were not what we would have expected. She states that she is perplexed at the results. Dr. Morana contacted the director at the State Department of Education (DOE), but that person is new to the position. Dr. Morana does not see a match between the work that the students produce and what the scores reveal. She stated that we know where the gaps are and the schools are addressing this problem.

**QUESTION:**

➤ Are the DRA 2 pre and post tests the same?

Mr. John Bombardier reported that the tests are different and have different benchmarks.

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B. School Improvement Teams' Action Plan 2011-2012

Primary School Principal, Richard Cohen, introduced the SIT members and explained the eight-step process of the SIT based on the Data-Wise model.

The SIT members who were present are Kelly Brinton, Brandy Balthazar, Andrea Fontenez. They reviewed the monthly data action plan and provided examples of the grade level goals and strategies that are in place to improve student learning.

Mrs. Maria Iozzi, Middle School Principal, reviewed the Middle School SIT sources of data that the SIT analysis, used in the development of the school year action plan. The action plan includes NJQSAC and Title I Unified Plans. The areas of focus were discussed by the Middle School SIT members—Melissa Osmun, Stacy Sherwood, Wendy Turnock, J. T. Pierson, and Mary Wyman—who reviewed the strategies that have been in place, as well as several new strategies to address student achievement.

C. Violence & Vandalism Report

Dr. Morana presented the Violence & Vandalism Report along with comparisons for the 2009-2010 school year and the 2010-2011 school year to identify any patterns. She discussed the involvement of the school families and supports that were needed for the students.

D. HIB Update

Dr. Morana reviewed the 2010-2011 HIB incidents and explained the definition of each offense. She reviewed the role of the HIB team and praised their work in developing forms and a process that is now in place.

E. School Bus Emergency Evacuation Drill Report

Ms. Darrow reviewed the mandated Bus Emergency Evacuation Drill Report.

Date of drill	Time drill conducted	School name	Location of drill	Route number(s) included in drill	Name of school Principal or person(s) assigned to supervise the drill
10/06/11	8:00 AM	Middle School	School parking lot	MS1 – MS6; 1-MOESC 8098	Maria Iozzi, Principal
10/12/11	8:40 AM	Primary School	School parking lot	PS1 – PS7	Richard Cohen, Principal
10/12/11	8:35 AM	St. Anthony's	Area in front of school	PK-3	Christina Vlahos, Spvr of PK/Spec Ed

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6. CORRESPONDENCE - NONE

7. PRESIDENT'S REPORT

- A. Committee Reports—Finance, Community Relations, Facilities & Safety, Curriculum, Policy
- B. EE4NJ Pilot Program Grant – Board Representative  
Ms. Roseman announced that Carrie Ludwikowski will be the Board representative. Ms. Ludwikowski reported that at the last meeting that included administrators, master teacher/coaches, and teachers, she was impressed with the teachers who volunteered to be observed under the new framework.
- C. Red Bank Borough Education Foundation Update  
Ms. Roseman reported that Mr. Doug Winning was elected as President of the Foundation. She is hoping that membership increases.
- D. Red Bank Borough Athletic Foundation Update  
The Foundation is working to develop strategies for fundraising.

8. 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 with a total public participation not exceeding 60 minutes.”

9. 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.

10. ACTION AGENDA

Ms. Jones motioned, seconded by Mr. Noble, to accept 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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3055. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Kelly Brinton	10/19/11, 11/16/11, 12/14/11, 01/25/12, 02/15/12, 03/14/12, & 04/18/12	Perth Amboy, NJ	\$0.00	NJDOE Kindergarten Seminar	NA
Jana Diamond	10/28/11 9:00 a.m. – 3:00 p.m.	Lincroft, NJ	\$20.00	Pre-K -3 Leadership Conference	20-231-200-500-P01
Michelle Leonardo	11/14/11 9:00 a.m. – 4:00 p.m.	Neptune, NJ	\$0.00	Tools of the Mind Coach Training	NA
Danielle Yamello	11/14/11 9:00 a.m. – 4:00 p.m.	Neptune, NJ	\$0.00	Tools of the Mind Coach Training	NA
Christina Vlahos	11/17/11 9:30 a.m. – 2:30 p.m.	Trenton, NJ	\$0.00	NJDOE Supervisor's Meeting	NA
Ben Forest	11/19/11 (Saturday) 8:00 a.m. – 4:00 p.m.	Plainsboro, NJ	0.00	New Jersey School Boards Association – Semiannual Delegate Assembly	NA
Laura Morana	11/19/11 (Saturday) 9:00 a.m. – 12:30 p.m.	New Brunswick, NJ	\$0.00	Improving Reading Comprehension in K-3	NA
John Bombardier	11/29/11 & 11/30/11 8:30 a.m. – 3:30 p.m.	So. Brunswick, NJ	\$0.00	DINI – Using Data to Improve & Inspire Student Achievement	NA
Lingwei Chiou	11/21/11 – 11/27/11 8:00 a.m. – 5:00 am	Bejing, China	\$0.00	The Chinese Language Training Conference by Hanban. (Hanban will provide all traveling expenses including airfare and lodging.)	NA
Richard Cohen	11/29/11 & 11/30/11 8:30 a.m. – 3:30 p.m.	So. Brunswick, NJ	\$0.00	DINI – Using Data to Improve & Inspire Student Achievement	NA
Maria Iozzi	11/29/11 & 11/30/11 8:30 a.m. – 3:30 p.m.	So. Brunswick, NJ	\$0.00	DINI – Using Data to Improve & Inspire Student Achievement	NA
Damian Medina	11/29/11 & 11/30/11 8:30 a.m. – 3:30 p.m.	So. Brunswick, NJ	\$0.00	DINI – Using Data to Improve & Inspire Student Achievement	NA

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Danielle Yamello	11/29/11 & 11/30/11 8:30 a.m. – 3:30 p.m.	So. Brunswick, NJ	\$0.00	DINI – Using Data to Improve & Inspire Student Achievement	NA
Ling Wei Chiou	12/09/11 8:30 a.m. – 10:30 a.m.	Red Bank, NJ	\$0.00	Red Bank Regional HS Articulation Meeting	NA
Michelle Leonardo	01/09/12 8:30 a.m. – 1:00 p.m.	Union, NJ	\$0.00	Building a First Class Kindergarten Conference – Panelist	NA
Alyssa May	01/09/12 8:30 a.m. – 1:00 p.m.	Union, NJ	\$0.00	Building a First Class Kindergarten Conference – Panelist	NA
Jacqueline Rivera	01/09/12 8:30 a.m. – 1:00 p.m.	Union, NJ	\$0.00	Building a First Class Kindergarten Conference – Panelist	NA
Thomas Berger	03/23/12 9:00 a.m. – 12:30 p.m.	Waretown, NJ	\$0.00	(PEOSH) Indoor Air Quality Training course	NA

3056. SES PROVIDER

To approve the contract with Sylvan Learning Center, Eatontown, NJ, a state-authorized Supplemental Educational Services provider, for the period of September 29, 2011 through June 30, 2012, at an amount not to exceed \$1,084 per student. Account #20-231-100-300-014

3057. APPROVAL TO DISPOSE OBSOLETE EQUIPMENT

To approve the disposal of obsolete technology equipment at the Middle School per Attachment A.

3058. APPROVAL OF SECRETARY/TREASURER’S REPORT

*Pursuant to 18A:6-59*

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

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3059. APPROVAL OF SECRETARY/TREASURER'S REPORT

*Pursuant to 18A:6-59*

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

3060. APPROVAL OF SECRETARY/TREASURER'S REPORT

*Pursuant to 18A:6-59*

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

3061. BILLS PAYMENT

To approve payment of final bills for September 2011 and for bills as of October 2011 previously distributed in writing to the Board.

3062. BUDGET TRANSFERS

To ratify any budget transfers effective July, August, and September 2011 per the transfer report.

3063. APPROVE MINUTES

To approve the minutes of the Board meeting of August 9, and 16, 2011 and September 13, and 20, 2011 as previously distributed to the Board.

3064. FLEXIBLE SAVINGS ACCOUNT VENDOR

To approve Horizon Blue Cross Blue Shield of New Jersey as third party administration for the district's mandated Health Flexible Savings Account (FSA) for January 1, 2012 through June 30, 2012, at a fee of \$6.00 per month per participant, with a \$25.00 per month minimum charge.

3065. DONATION

To accept with gratitude the generous donation of school supplies worth approximately \$150.00 from staff members at Verizon.

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3066. DENTAL PLAN

To approve Delta Dental, brokered by LDP Consulting Group, for the renewal to provide dental coverage for the 2011-2013 school years. The renewal rate is guaranteed through September 1, 2013.

3067. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities for the various school facilities of the Red Bank Borough Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Red Bank Borough Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Red Bank Borough Board of Education in compliance with Department of Education requirements.

3068. HOMELESS STUDENTS

To approve district attendance in accordance with the criteria defined by the McKinney-Vento Act for homeless students for the 2011-2012 school year:

\*Students’ district of origin is out of state and the New Jersey Department of Education assumes fiscal responsibility for the students’ tuition.

Student ID 10210	Kindergarten
Student ID CS1	2nd grade
Student ID CS2	2nd grade
Student ID 10217	3 <sup>rd</sup> grade *
Student ID 10211	3 <sup>rd</sup> grade
Student ID 10231	3 <sup>rd</sup> grade *
Student ID 10208	6 <sup>th</sup> grade

3069. HOMELESS STUDENTS

To approve an out of district attendance at Search Day School, a Private School for the Disabled, in accordance with the criteria defined by the McKinney-Vento Act for a homeless student for the 2011-2012 school year at a tuition rate of \$51,422.10 and transportation cost of \$15,876 for a total cost of \$67,298.10:

Student ID 72344	6 <sup>th</sup> grade
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3070. NEW JERSEY SCHOOL BOARDS ASSOCIATION INSURANCE GROUP SAFETY GRANT  
To accept the New Jersey School Boards Association Insurance Group Safety Grant award in the amount of \$6,159.13 to purchase three additional security cameras at the Middle School.

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:

4145. That the Board approves an intermittent New Jersey State Paid Family Leave of Absence for Kim Stiles according to the New Jersey State Family Leave Act, from January 2, 2012 through January 13, 2012.
4146. That the Board approves an unpaid leave of absence for Michelle Klotzkin on October 21, 2011.
4147. That the Board approves an unpaid leave of absence for Gretchen Keane, November 21, 22, and 23, 2011.
4148. That the Board approves the following professional development tuition reimbursement as per contract.

Crystal Olivero	Montclair State University	\$3,008.04
	Inclusive Early Childhood Education	
	Supervised Practicum & Seminar in Inclusive	
	Early Childhood	
	Course #ECSE510	
	Partnerships with Families with Children with	
	Disabilities	
	Course #ECSE508	
	6 credits @ \$501.34	
	Summer 2011	

Jacqueline Rivera	Rutgers University	\$1,800.00
	Bilingual-Bicultural Education	
	Language in Society	
	Course #15:253:537	
	3 credits @ \$600.00	
	Spring 2011	

4149. That the Board approves the following staff member's movements on guide as follows for the 2011-2012 school year:

Crystal Olivero	FROM:	BA+30 Step 2-3 Salary of \$46,616.00
	TO:	MA Step 2-3 Salary of \$47,616.00



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4150. That the Board approves the following as Guest Teacher/Nurse for the 2011-2012 school year.

Rebecca Achorn                      Nicole Seruya  
Alyssa Guderian                      James Tatum

4151. That the Board approves Belem Rojas as a Primary School Lunch Aide, at the hourly rate of \$12.00, effective October 19, 2011, through June 30, 2012. (Account #11-000-262-100-005)

4152. That the Board approves Anisha Johns as substitute lunch aide, on an as-needed basis, at the hourly rate of \$12.00, effective October 19, 2011 through June 30, 2012. Account #11-000-262-100-005

EXTRA WORK/EXTRA PAY

4153. That the Board approves the following to facilitate Let's Get Cooking sessions on October 27, and November 17, 2011, January 26, March 29, and April 26, 2012, 1 hour each session, not to exceed 5 hours each facilitator, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #20-231-200-100-P01

Christina Katruk                      Jody Robbins

4154. That the Board approves Damian Medina to facilitate the following 21<sup>st</sup> CLCC Grant Programs for the 2011-2012 school year, at the stipulated negotiated contractual rate of \$32.00 per hour.

Study Skills, not to exceed 10 hours per week

Account #20-461-100-100-T04

Recreation, not to exceed 5 hours per week

Account #20-461-100-100-E04

4155. That the Board approves Damian Medina to act as chaperone for all 21<sup>st</sup> Century Grant sponsored trips, on an as-needed basis, at the stipulated negotiated contractual rate of \$32.00 per hour. Account # 20-461-100-100-E04

4156. That the Board approves Damian Medina to facilitate the Bilingual Education Parent Advisory Council sessions on October 19, 2011, January 18, March 28, and May 16, 2012, not to exceed 5 hours total, at the stipulated negotiated contractual rate of \$32.00 per hour. Account #20-231-200-100-P01

4157. That the Board approves the appointment of Asmiris Gomez as substitute bus aide on an as-needed basis, at the hourly rate of \$13.44, effective October 19, 2011 through June 30, 2012. Account No. 11-000-270-107-001

4158. That the Board approves the following staff members to facilitate Primary School Family Math and Literacy Nights for the 2011-2012 school year, at the stipulated negotiated contractual rate of \$32.00 per hour, not to exceed 4 hours total each. Account # 20-231-200-100-P01.

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Andrea Fontenez	Literacy Nights	October 25 and February 1
Erika Goldstein	Literacy Nights	October 25 and February 1
Alyssa May	Math Nights	December 7 and April 4
Jacqueline Rivera	Math Nights	December 7 and April 4

4159. That the Board approves the following staff members to facilitate Middle School Family Math and Literacy Nights for the 2011-2012 school year, at the stipulated negotiated contractual rate of \$32.00 per hour, not to exceed 4 hours total each. Account # 20-461-200-500-P04

Damian Medina	Math Nights	January 10 and May 8
Kimberlee Sherman	Math Nights	January 10 and May 8
Damian Medina	Literacy Nights	November 8 and March 16
Mayra Velasquez	Literacy Nights	November 8 and March 16

4160. That the Board approves the appointment of Alyssa Guderian as Girls' Basketball Coach, at the stipulated negotiated contractual stipend of \$2,454.00, effective November 7, 2011 through February 29, 2012. Account #11-402-100-101-002

4161. That the Board approves the appointment of Michael Cozzi as Middle School After School Activities Monitor, 1.5 hours per event, not to exceed 15 hours per week, at the stipulated negotiated contractual rate of \$32.00 per hour, effective October 2011 through May 2012. Account #11-402-100-101-AMO.

4162. That the Board approves the following staff members, coaching position, and their stipulated negotiated contractual stipends for the 2011-2012 school year. Account #11-402-100-101-002

Amy Campbell	Boys' Basketball Coach	\$2,454.00
Julius Clark	Assistant Boys' Basketball Coach	\$1,598.00

4163. That the Board approves the appointment of Carol Boehm as Primary School Chorus Advisor, at the stipulated negotiated contractual stipend of \$1,067.00, effective October 19, 2011 through June 30, 2011. Account #11-401-100-101-001

4164. That the Board approves the appointment of Enshirah El-Menshawy as substitute bus aide on an as-needed basis, at the hourly rate of \$13.44, effective October 19, 2011 through June 30, 2012. Account No. 11-000-270-107-001

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:

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6049. That the Board authorizes the Superintendent to approve faculty/staff full or partial salaries and benefits that are being funded by the following grants for the academic year of 2011-2012 per Attachment B.

Preschool Expansion Grant	NCLB Titles I & III
IDEA Basic	IDEA Preschool

6050. That the Board approves the submission and acceptance of the FY12 Individuals with Disabilities Education Act (IDEA) Part B (Section 611) and the FY12 Individuals with Disabilities Education Act (IDEA) Preschool (Section 619) awards as follows:

	Public	Nonpublic
IDEA Part B	190,338	130,205
IDEA Preschool	12,641	N/A

6051. That the Board rescinds the resolution accepting funds under the Italian Education Program Grant in the amount of \$8,000.00.

6052. That the Board approves teachers to register and submit entries to the Lego Smart Creativity Contest.

6053. That the Board authorizes the Superintendent to accept the funds for the Excellent Educators for NJ (EE4NJ) Pilot Program Grant: Teacher Effectiveness Evaluation System, in the amount of \$57,360.00, for the grant agreement period of September 1, 2011 through September 30, 2012.

6054. 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)
21 <sup>st</sup> CCLC Program	New Jersey Institute of Technology, Newark, NJ	10/29/2011
PreK Grant	Foodtown, Ocean (MDCC PreK Classes)	11/01/11
PreK Grant	Foodtown, Ocean (MDCC PreK Class)	11/03/11
PreK Grant	Foodtown Ocean (St. Anthony's PreK Classes)	11/04/11
PreK Grant	Foodtown, Ocean (Acelero Head Start PreK)	11/07/11
PreK Grant	Foodtown, Ocean (PS PreK Classes)	11/08/11
PreK Grant	Foodtown, Ocean (CYMCA and St. Thomas' PreK Classes)	11/09/11
PreK Grant	Foodtown, Ocean (PS PreK Classes)	11/14/11
PreK Grant	Foodtown, Ocean (PS PreK Classes)	11/15/11
PreK Grant	Foodtown, Ocean (St. Anthony's PreK Classes)	11/17/11

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ROLL CALL VOTE:

AYES: Jones\*, Lowe, Ludwikowski, Noble, Palma, Viscomi, Roseman

NAYS: None ABSTENTIONS: \*Jones on 3063

ABSENT: Forest (Mr. Forest left the meeting during the Superintendent's Report and therefore absent for the vote)

11. HEARING OF THE PUBLIC - NONE

12. OLD BUSINESS - NONE

13. NEW BUSINESS - NONE

14. RESOLUTION FOR EXECUTIVE SESSION

At 9:25 pm Ms. Jones motioned, seconded by Mr. Palma, to move to Executive Session.

A. Special Education Case

15. ADJOURNMENT

At 9:41 pm the Board reconvened from Executive Session and meeting adjourned.

Respectfully submitted,

Anne E. Darrow  
Business Administrator/Board Secretary