

RED BANK BOROUGH BOARD OF EDUCATION
RED BANK, NEW JERSEY
BOARD OF EDUCATION
PUBLIC MEETING
DECEMBER 15, 2009

MINUTES

1. CALL TO ORDER – meeting called to order at 7:31 pm.

2. SUNSHINE STATEMENT

Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted April 28, 2009. Notice of this meeting was published in the *Asbury Park Press*, *The Hub*, 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: Ben Forest, Grace Costa, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Ann Roseman, Peter Noble
Absent: Rosemarie Kopka Also present: Laura C. Morana, Superintendent; Armen McOmber, Esq.

4. FLAG SALUTE

Mr. Noble led the Flag Salute.

Following the Salute, Mr. Noble requested a change in the order of the agenda and moved to the Superintendent's Report.

5. SUPERINTENDENT'S REPORT

- A. Recognition of Peggy Nerney—Educational Support Professional of Monmouth County 2009
Dr. Morana announced Ms. Nerney as the recipient of the Educational Support Professional of Monmouth County for 2009. She indicated that Ms. Nerney's commitment to the district is exceptional and she is highly regarded by families and staff. The district is honored to have Ms. Nerney as an instructional assistant. Mr. Noble presented Ms. Nerney with a certificate of appreciation as well as a token from the Board to commemorate this award. After accepting the award Ms. Nerney thanked each Board member and introduced her family and friends in the audience.

6. RESOLUTION FOR EXECUTIVE SESSION

At 7:40 pm Ms. Jones motioned, seconded by Ms. Roseman, to move to Executive Session.

- A. Negotiations Update

7. RETURN TO PUBLIC SESSION

At 8:10 pm the Board convened to Public Session.

8. SUNSHINE STATEMENT

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9. ROLL CALL

Present: Ben Forest*, Grace Costa, Janet Jones, Marjorie Lowe, Carrie Ludwikowski, Ann Roseman, Peter Noble
Absent: Rosemarie Kopka Also present: Laura C. Morana, Superintendent; Armen McOmber, Esq.

*Mr. Forest left the meeting at 8:50 pm.

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10. SUPERINTENDENT'S REPORT - Continued

B. NJDOE NCLB Title I Audit Findings and Recommendations

Dr. Morana indicated that as part of the NCLB Title I Audit, the district has received recommendations and is required to submit a corrective action plan. Ms. Darrow then reviewed the recommendations individually and explained background on the implementation that is required to correct the deficiency listed in the report. Ms. Darrow explained that implementation of the strategies had already been implemented prior to the audit because they were identified during review of the previous supervisor's submission. The findings and were:

- | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Adjustment of \$2,290.51 was charged to Title I, Part A program without proper supporting documentation. |
| 2. The district incorrectly prepared its Final Expenditure Report for fiscal 2007-2008. |
| 3. A comparative analysis of amounts expended for each Title I funded school to corresponding school-based allocations reflected on the district's NCLB application disclosed significant differences |

Since the strategies had already been implemented, Ms. Darrow asked the auditor to review the procedures in place to ensure that we were in compliance. The auditor approved the procedures. The total the district has to return to the state as a result of these issues is \$2,934.82 .

C. Update—Achievement of Board Goals

Dr. Morana reviewed the strategies, timelines, and evaluation method for each of the district goals. Copy of presentation in Board book.

D. AYP (Adequate Yearly Progress) 2008-2009 Status

Dr. Morana reviewed the AYP for 2008-2009. A copy of presentation in back up.

11. CORRESPONDENCE – NONE

12. PRESIDENT'S REPORT

A. Committee Reports—Curriculum & Instruction, Policy, Facilities, Community Relations

B. Board Vacancy Update

Mr. Noble advised the board that the district has not received applications. Dr. Morana indicated that community members have been contacted and we are hopeful to have an interested party very soon.

C. NJSBA Workshop Summary—Tabled

D. NJSBA Delegate Assembly Report

Mr. Noble indicated that the delegate assembly was a short meeting that was followed by a question and answer period with Joe Cryen.

E. AVID Juntos Conference Summary

Ms. Ludwikowski spoke about her experience at the Juntos Conference. She was most interested in how AVID uses strategies to reach out to Latino students and the connection between cultural background and neuroscience.

F. November 10, 2009 Meeting Analysis

Mr. Noble indicated that the overall impression of the meeting analysis shows that the Board of Education needs to work on the meeting structure.

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13. HEARING OF PUBLIC

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.

14. 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.

15. ACTION AGENDA

Request was made to separate 3117.

Ms. Roseman motioned, seconded by Ms. Jones, 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:

3109. TRAVEL

Name	Date/Time	Location	Fee	Theme	Account #
Annie Darrow	12/17/09 10:00 a.m. – 12:00 p.m.	Neptune, NJ	\$0.00	District Homeless Liaisons’ Meeting	NA
Laura Morana	12/18/09 12:00 p.m. – 6:00 p.m.	Princeton, NJ	\$0.00	HISPA Advisory Board Retreat	NA
Charlene Lin	01/12/10 8:00 a.m. – 3:30 p.m.	Long Branch, NJ	\$199.00	Working Successfully with Difficult & Disruptive Students	11-000-240-800-002
Denise Borns	01/14/10, 02/24/10, 03/09/10, 03/25/10, 04/16/10, 04/28/10, 05/04/10, 05/26/10 & 06/03/10	Red Bank, NJ	\$0.00	RBRHS Algebra I Workshops	NA
Danielle Yamello	01/20/10 and 03/24/10 8:00 a.m. – 4:00 p.m.	Dayton, NJ	\$0.00	Co-facilitate Preschool Inclusion Master Teacher Meeting	NA
Joseph DeFilippis	01/26/10 8:00 a.m. – 4:00 p.m.	Long Branch, NJ	\$60.00	NJAHPERD Annual Convention	20-231-200-500-512
Kara Malandrakis	01/28/10 8:00 a.m. – 4:00 p.m.	Princeton, NJ	\$179.00	Helping Children with Auditory Processing Disorders	11-000-219-592-003
Lisa Miskanich	01/28/10 8:00 a.m. – 4:00 p.m.	Princeton, NJ	\$179.00	Helping Children with Auditory Processing Disorders	11-000-219-592-003

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Alina Ryberg	01/28/10 8:00 a.m. – 4:00 p.m.	Princeton, NJ	\$179.00	Helping Children with Auditory Processing Disorders	11-000-219-592-003
Joe Christiano	01/29/10 8:00 a.m. – 4:00 p.m.	Atlantic City, NJ	\$400.00	NJASA TECHSPO 2010	20-231-200-500-004
Jayne Frankenfield	01/29/10 8:00 a.m. – 4:00 p.m.	Atlantic City, NJ	\$400.00	NJASA TECHSPO 2010	20-231-200-500-004
Phyllis Berger	02/05/10 8:00 a.m. – 4:00 p.m.	Manchester, NJ	\$5.00	Physical Education Idea Exchange	20-231-200-500-512
Jayne Frankenfield	02/10/10 8:00 a.m. – 4:00 p.m.	Phoenix, AZ	\$0.00	AASA National Conference on Education	NA
Kim Stiles	02/17/10 – 02/20/10 8:00 a.m. – 4:00 p.m.	Santa Clara, CA	\$255.00 Registration \$140.00 Per diem \$327.00 Overnight Contractual	American String Teachers' Association's Annual Conference	11-000-240-800-002
John Bombardier	03/16/10 8:00 a.m. – 1:00 p.m.	New Brunswick, NJ	\$125.00	Collaborative Writing	20-231-200-500-004
Annie Darrow	03/26/10 9:00 a.m. – 12:00 p.m.	Oakhurst, NJ	\$20.00	NJSBAIG Claims Coordinator	11-000-251-592-000
Diane Dublirer	03/26/10 9:00 a.m. – 12:00 p.m.	Oakhurst, NJ	\$20.00	NJSBAIG Claims Coordinator	11-000-251-592-000
Tom Berger	04/16/10 9:00 a.m. – 12:00 p.m.	Oakhurst, NJ	\$20.00	NJSBAIG Hazard Communications/ Right to Know	11-000-261-800-000

3110. BUDGET TRANSFERS

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

3111. BILLS PAYMENT

To approve payment of final bills for November 2009 and for bills as of December 2009.

3112. APPROVE MINUTES

To approve minutes of the Board meeting of October 13 and 20, 2009 and November 10, 2009.

3113. APPROVAL OF SECRETARY/TREASURER'S REPORT

Pursuant to 18A:6-59

Approve the November 2009 Report of the Treasurer and the November 2009 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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3114. AUXILIARY HANDICAPPED SERVICES 2009-2010

To accept the initial Chapters PL 192/193 Auxiliary Handicapped Services for the 2009-2010 school year as follows for a total of \$181,906. The Red Bank Borough Public School district acts as a flow-through of funds as required to support eligible resident non-public education.

Compensatory Education	\$74,856
Transportation	6,894
Examination & Classification	44,979
Corrective Speech	30,488
Supplemental Instruction	24,689

3115. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Middlesex Regional Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on the governing body of the Red Bank Borough Public School District, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the (CONTRACTING UNIT)

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, that Annie Darrow, School Business Administrator/Qualified Purchasing Agent, is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency for the 2009-2010 school year.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

3116. STANDARD OPERATING PROCEDURE MANUAL 2009-2010

To approve the district's Standard Operating Procedure Manual for the 2009-2010 school year.

3117. HOMELESS STUDENTS – **SEPARATED AND MOVED TO END OF AGENDA**

To approve the out-of-district placements for the following students to attend Tinton Falls School District in accordance with the criteria defined by the McKinney-Vento Act for homeless students for the 2009-2010 school year:

Student ID #1004000269	3 rd grade	\$14,162
Student ID #1004000265	3 rd grade	\$22,582

3118. NO CHILD LEFT BEHIND (NCLB) TITLE I AUDIT

To accept the Department of Education, Office of Fiscal Accountability and Compliance audit findings and recommendations for the No Child Left Behind (NCLB) Title I Grant for the period of September 1, 2007 through August 21, 2008 resulting in a return of funds in the amount of \$2,934.82.

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3119. CORRECTIVE ACTION PLAN

To approve the Corrective Action Plan for the Department of Education, Office of Fiscal Accountability and Compliance audit findings and recommendations for the No Child Left Behind (NCLB) Title I Grant for the period of September 1, 2007 through August 21, 2008.

3120. AGREEMENT TO PROVIDE NON-PUBLIC SERVICES

To approve the continuance of agreement with the Monmouth-Ocean Educational Services Commission July 1, 2009 through September 30, 2011 to provide auxiliary services limited to the provision of instructional services with administration, and supervision inherent in providing a program in accordance with Part B CFR 300.450-462 and N.J. State PL 2001, Chapter 230, funded through IDEIA non-public allocation.

3121. 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 2010-2011 e-rate filing period at an amount equal to 10% of the savings generated through the e-rate program. Mr. Riordan will prepare all e-rate applications and filings for the district. The district has been informed that the filing window for 2010-2011 has begun.

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:

4818. That the Board approves the following as Guest Teachers, effective December 16, 2009 through June 30, 2010.

Jessica Losardo	Rena Katz
Jacqueline Katz	Karen Magaraci

QUESTION: Inquiry about what is a guest teacher. Dr. Morana indicated a substitute teacher.

EXTRA WORK/EXTRA PAY

4819. That the Board approves 1.5 additional hours for the following staff members for their participation in the STAR Before/After School Academic Support Programs Orientation session at the Primary School on November 3, 2009, and their compensation at the stipulated negotiated contractual rate of \$30.00 per hour (pending completion of RBBEA contract negotiations). Account #20-231-100-101-011

Brandy Balthazar	Elsida Mazariegos	Blanca Ramirez
Miriam Finkelstein	Lisa Miskanich	Karim Vitolo
Andrea Fontenez	Megan Proper	Lara Wengiel
Erika Goldstein	Lucille Quinn	

4820. That the Board approves 1.5 additional hours for the following staff members for their participation in the STAR Before/After School Academic Support Programs Orientation session at the Primary School on November 3, 2009, and their compensation at the stipulated negotiated contractual rate of \$17.00 per hour (pending completion of RBBEA contract negotiations). Account #20-231-100-101-011

Shari Ashe	Laura Lin
Martha Carvajal	Donna Sickels

4821. That the Board approves Kim Repko's participation and compensation for Primary School Family Literacy Nights (November 12, 2009 and March 11, 2010) not to exceed 4 hours, at the stipulated negotiated contractual rate of \$30.00 per hour (pending completion of RBBEA contract negotiations). Account #20-232-100-100-004

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4822. That the Board approves the adjustment to resolution #4759 from the October 20, 2009 Board Agenda changing Amy Campbell's appointment as Soccer Coach for the 2009-2010 school year with a stipend of \$1,769.00, to Intramural Supervisor of Soccer, at the stipulated negotiated contractual rate of \$30.00 per hour (pending completion of RBBEA contract negotiations), not to exceed 1 hour per day, 3 days per week for 7 weeks. Account #11-402-1010-100-002
4823. That the Board approves the participation and compensation for the following staff members to facilitate the 21st Century Community Service Learning Grant Programs for the 2009-2010 school year at the stipulated negotiated contractual rate (pending completion of RBBEA contract negotiations). Account #20-460-100-100-004.

Activity / Club	Advisor	Hours per week	Days					Time (PM)		
			M	T	W	R	F	3:10 – 4:10	4:10 – 5:10	5:10 – 6:10
Cheerleading Club	Vanessa Banks	6 hrs. X \$17.00/hour	X	X		X		X	X	
SWAT (Students With Ability to Teach)	Paula Collins	1 hr. X \$17.00/hour	X						X	

4824. That the Board accepts the resignation of Donna L. Sickels as "Odyssey of the Mind" coach for the 2009-2010 school year, effective November 29, 2009.
4825. That the Board approves Paula Collins as "Odyssey of the Mind" Coach, at the stipulated negotiated contractual rate of \$17.00 per hour (pending completion of RBBEA contract negotiations), effective December 16, 2009 through May 20, 2010. Account #20-231-100-101-011

QUESTION: Inquiry about the program. Dr. Morana indicated this is part of after-school enrichment.

4826. That the Board approves the following staff members to facilitate the Let's Get Cooking Program, during November and December and their compensation per the stipulated negotiated contractual rate (pending completion of RBBEA contract negotiations). Account #20-218-100-101-CS9

Name	Dates	Rate of Pay/ # of Hours
Cruz Roolaart	11/19/09 and 12/17/2009	\$26.00 x 4 hours
Danielle Yamello	11/19/09 and 12/17/2009	\$30.00 x 4 hours

QUESTION: Inquiry about how this is paid. Dr. Morana indicated it is grant funded.

4827. That the Board approves Cruz Roolaart, her participation and compensation as district translator for all after-school and weekend activities on an as-needed basis for the 2009-2010 school year, at the rate of \$26.00 per hour.

QUESTION: Inquiry if this salary is on guide. Dr. Morana indicated that this is not a position on a guide and the salary is a lower negotiated rate than previously paid.

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

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 Erick M. Nunez to conduct bilingual psychological evaluations on an as-needed basis for the 2009-2010 school year, at the rate of \$400.00 per evaluation. Account #11-000-219-320-003

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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:

- 6059. That the Board approves the Memorandum of Understanding (MOU) with Acelero Learning/Monmouth County Head Start for the 2009-2010 school year.
- 6060. That the Board authorizes the Superintendent to enter into a contract with ATS Project Success, a state-authorized Supplemental Educational Services provider, for the period of November 1, 2009 through June 30, 2010, at an amount not to exceed \$1,294.00 per student, to be funded by NCLB Title I. Account #20-231-100-300-004
- 6061. That the Board authorizes the Superintendent to enter into a contract with Sylvan Learning Center - Middletown, a state-authorized Supplemental Educational Services provider, for the period of November 1, 2009 through June 30, 2010, at an amount not to exceed \$1,294.00 per student, to be funded by NCLB Title I. Account #20-231-100-300-004
- 6062. That the Board authorizes the Superintendent to enter into a contract with Sylvan Learning Center - Eatontown, a state-authorized Supplemental Educational Services provider, for the period of November 1, 2009 through June 30, 2010, at an amount not to exceed \$1,294.00 per student, to be funded by NCLB Title I. Account #20-231-100-300-004
- 6063. That the Board approves the following curricula as indicated:

 Language Arts Curriculum, Grades 1-8
 Math Curriculum, Grades 1-8
 Physical Education Curriculum, Grade 4
- 6064. That the Board approves the following Instructional Materials – Resources as indicated:

 On Our Way to English (Gr. K-5) – Houghton-Mifflin Harcourt, Rigby Supplemental, 2004
 In-Step Readers (Gr. K-5) – Houghton-Mifflin Harcourt, Rigby Supplemental, 2006
- 6065. That the Board approves the schools participation in Modell’s Sporting Goods “Team Weeks Program”. Coupons amounting to 10% discount will be distributed to all students and staff, effective until December 24, 2009. Red Bank Borough Schools’ Athletics Department will receive 5% from purchases made using these coupons.
- 6066. 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.

QUESTION: Inquiry if trips are during the school day. Dr. Morana responded some trips are after school as well.

Location	Date
AVID, Grades 7 & 8, Two River Theater, Red Bank, NJ	12/16/09 (Rescheduled from 12/17/09)
Middle School SWAT (Students with Ability to Teach) TEAM (21 st CCLC), Red Bank Primary School, Red Bank, NJ	January 4, 11, 25, 2010 February 1, 8, 22, 2010 March 1, 8, 15, 22, 2010 April 12, 19, 26, 2010
Honor Roll Incentive Trip, Grades 4 & 5, Harmony Lanes, Middletown, NJ	02/16/10
Honor Roll Incentive Trip, Grades 6, 7, & 8, Harmony Lanes, Middletown, NJ	02/17/10

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6067. That the Board authorizes the Superintendent to lead the PreK-3 Research Program Initiative being sponsored by the Association for Children of New Jersey (ACNJ) and the Foundation for Child Development, effective January 1, 2010 through June 30, 2010.

BYLAWS OF THE BOARD – 9000

BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION that upon the recommendation of the Superintendent the following BYLAWS OF THE BOARD resolution(s) are approved as indicated:

9007. That the Board approves the following policies for second reading and adoption:

Legal Services	Policy No. 3572
Professional Services	Policy No. 3573
Staff Development: In-Service Education	Policy No. 4131
Evaluating and Reporting of Student Performance	Policy No. 5124
Automated External Defibrillators (AEDs)	Policy No. 3574
Chief School Administrator (CSA) Evaluation	Policy No. 2131

COMMENT: Remarks about format of policies and consistency. Format will be reviewed and revised.

AYES: Costa, Jones, Lowe, Ludwikowski, Roseman, Noble

NAYS: None ABSTENTIONS: None

Ms. Roseman motioned, seconded by Ms. Jones, to accept:

3117. HOMELESS STUDENTS

To approve the out-of-district placements for the following students to attend Tinton Falls School District in accordance with the criteria defined by the McKinney-Vento Act for homeless students for the 2009-2010 school year:

Student ID #1004000269	3 rd grade	\$14,162
Student ID #1004000265	3 rd grade	\$22,582

QUESTION: Inquiry about how homeless students are funded. Ms. Darrow explained that according to the McKinney-Vento Act, the district where students last resided is responsible for tuition.

AYES: Costa, Jones, Lowe, Ludwikowski, Roseman, Noble

NAYS: None ABSTENTIONS: None

16. HEARING OF THE PUBLIC – NONE

17. OLD BUSINESS - NONE

18. NEW BUSINESS

- Board President commented he is doing his best for the Board and thanked everyone for their hard work in 2009.
- Comment that Dr. Morana and Mr. Noble handled difficulties over the last year in a most handsome manner.

19. ADJOURNMENT

Ms. Roseman motioned, seconded by Ms. Jones, to adjourn.

Meeting adjourned at 9:15 pm.

Respectfully submitted,

Anne E. Darrow
School Business Administrator/Board Secretary