

RED BANK BOROUGH BOARD OF EDUCATION  
RED BANK, NEW JERSEY  
BOARD OF EDUCATION  
PUBLIC MEETING  
NOVEMBER 18, 2008

MINUTES

1. CALL TO ORDER

Board Vice President Juanita Lewis called the November 18, 2008 Board Meeting of the Red Bank Board of Education to order at 7:30 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 22, 2008. 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, Janet Jones, Rosemarie Kopka, Marjorie Lowe, Mary-Ellen Mess, Ann Roseman, Juanita Lewis

Absent: Ann Goldman, Peter Noble

Also present: Laura Morana, Superintendent; Peter Sokol, Esq.

4. FLAG SALUTE

Ms. Lewis led the Pledge to the Flag.

5. RESOLUTION FOR EXECUTIVE SESSION – NONE

6. SUPERINTENDENT'S REPORT

A. Student Presentation – *Small Moments by Great Authors*

Mrs. Morana welcomed the first grade students and their families and introduced Mr. John Bombardier who presented the students. Students read their stories to the Board's delight. The students participating were: Laura Herrerra, Daryana Kosteck, Madison Macaluso, Ryan McBride, Casciano Mobley. Mr. Cohen congratulated the students on their writing and brave public speaking skills. He thanked the parents and teachers for their support and handed out certificates of appreciation to the students.

C. Transportation Survey Update

Ms. Darrow explained that the survey is being completed by Ross Haber Associates. It will outline the options available to the district regarding student transportation. A request was made that the Board receive a copy of the presentation prior to the Board presentation.

D. Preschool Site Visit by NJ Department of Education

Mrs. Morana indicated that the preschool site visit by the NJDOE went very well. There was an overall positive reaction to both the district run program and the program run by the YMCA.

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7. PRESIDENT'S REPORT

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

Because Mr. Allison was delayed, the audit report was presented during the President's report.

B. Audit 2007-2008 Presentation – Robert Allison, Auditor

Robert Allison (arrived during President's report)

Mr. Allison explained to the Board that the district entered the 2008 school year with a surplus of over \$700,000. He reviewed the comments as a result of the audit. There were comments regarding the audit process and risk assessment.

8. CORRESPONDENCE - NONE

9. 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."

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.

A. Mr. David Prown, 44 Hillside Place, Red Bank, New Jersey:

- Transportation for sports tryouts
- Red Kettle Classic to be held on December 5 at the Salvation Army
- Students walking to the Count Basie field

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10. ACTION AGENDA

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

3335. Travel

Name	Date/Time	Location	Fee	Theme	Account #
Mark Costa	11/19/08 8:30 a.m. – 10:00 a.m.	Red Bank, NJ	\$0.00	RBRHS Science Articulation Meeting	NA
Nancy Pape	11/20/08 8:00 a.m. – 4:00 p.m.	Robbinsville, NJ	\$0.00	Build It	NA
Richard Cohen	11/21/08 8:00 a.m. – 4:00 p.m.	Long Branch, NJ	\$0.00	Preschool Leadership Track	NA
Lisa Miskanich	11/21/08 8:00 a.m. – 4:00 p.m.	Union, NJ	\$20.00	Autism – Putting the Pieces Together	11-000-219-890-003
Richard Cohen	11/24/08 8:00 a.m. – 4:00 p.m.	Monroe, NJ	\$0.00	Leading High Performance Schools	NA
Kathy Feeny	11/25/08 10:00 a.m. – 12:30 p.m.	Hamilton, NJ	\$0.00	NCLB Workshop	NA
Jannett Pacheco	11/25/08 10:00 a.m. – 12:30 p.m.	Hamilton, NJ	\$0.00	NCLB Workshop	NA
Annie Darrow	12/02/08 12:00 p.m. – 4:00 p.m.	Neptune, NJ	\$0.00	IDEA 2008 Final Carryover Workshop	NA
Annie Darrow	12/04/08 8:00 a.m. – 4:00 p.m.	Howell, NJ	\$0.00	MCSBA Ethics & New Regulations	NA
Laura Morana	12/05/08 8:30 a.m. – 12:00 p.m.	Neptune, NJ	\$0.00	County Executive Committee Meeting	NA
Michael Isley	12/10/08 12:00 p.m. – 4:00 p.m.	Howell, NJ	\$0.00	NJ School Buildings & Grounds Meeting	NA
Samuel Cerritos	12/12/08 8:00 a.m. – 4:00 p.m.	Edison, NJ	\$25.00	Make Sense of Algebra	11-000-240-800-002
Mary Castaldo	01/06/09 8:00 a.m. – 4:00 p.m.	Neptune, NJ	\$0.00	Tools of the Mind	NA
Susan Frieri	01/07/09 8:00 a.m. – 4:00 p.m.	Trenton, NJ	\$0.00	Tools of the Mind	NA
Richard Cohen	01/27/09, 01/29/09, 03/05/09 8:00 a.m. – 4:00 p.m.	Dayton, NJ	\$42.00	Addressing Young Children’s Challenging Behaviors	11-000-240-500-001

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Joanne Fiore	01/27/09, 01/29/09, 03/05/09 8:00 a.m. – 4:00 p.m.	Dayton, NJ	\$42.00	Addressing Young Children’s Challenging Behaviors	11-000-240-500-001
Maura Lehmann	01/27/09, 01/29/09, 03/05/09 8:00 a.m. – 4:00 p.m.	Dayton, NJ	\$42.00	Addressing Young Children’s Challenging Behaviors	11-000-240-500-001
Karl Parker	01/27/09, 01/29/09, 03/05/09 8:00 a.m. – 4:00 p.m.	Dayton, NJ	\$42.00	Addressing Young Children’s Challenging Behaviors	11-000-240-500-001
Danielle Yamello	01/27/09, 01/29/09, 03/05/09 8:00 a.m. – 4:00 p.m.	Dayton, NJ	\$42.00	Addressing Young Children’s Challenging Behaviors	11-000-240-500-001
Brunilda Solano	02/06/09 11:30 a.m. – 4:00 p.m.	Lincroft, NJ	\$0.00	Echoes & Reflections on the Holocaust	NA
Richard Cohen	02/24/09 8:00 a.m. – 4:00 p.m.	Long Branch, NJ	\$0.00	Preschool Leadership Track	NA
Richard Cohen	03/20/09 8:00 a.m. – 4:00 p.m.	Long Branch, NJ	\$0.00	Preschool Leadership Track	NA
Mary Wyman	03/31/09 8:00 a.m. – 3:30 p.m.	Monroe Township, NJ	\$0.00	The Fourth Way of Leadership and Change	NA
Juanita Lewis	11/22/09 9:00 a.m.	Plainsboro, NJ	\$0.00	Semi-annual Delegate Assembly	NA

3336. ACCEPTANCE OF AUDIT REPORT

To accept the district’s annual audit report for the year ended June 30, 2008, as presented by, and discussed with, Mr. Robert Allison, CPA.

3337. ACCEPTANCE OF CORRECTIVE ACTION PLAN 2008 AUDIT REPORT

To accept the district’s Corrective Action Plan for the annual audit report for the year ending June 30, 2008, as previously shared with the Board.

3338. 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<sup>4</sup> their original condition and to keep their system warranties valid,

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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.

3339. **BILLS PAYMENT**

To approve payment of final bills for October 2008 and for bills as of November 2008, per attached bills list.

3340. **APPROVE MINUTES**

To approve minutes of the Board meeting of October 14, 2008 and October 21, 2008.

3341. **APPROVAL OF SECRETARY/TREASURER REPORT**

*Pursuant to 18A:6-59*

Approve the July 2008 Report of the Treasurer and the July 2008 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.

3342. **BUDGET TRANSFERS**

To ratify any budget transfers effective October 2008 per the transfer report.

3343. **PARTICIPATION IN COORDINATED TRANSPORTATION**

WHEREAS, the **Red Bank Borough Board of Education** (hereinafter referred to as "Board of Education") desires to transport special education, nonpublic, public and /or vocational school students to specific destinations.

WHEREAS The **Monmouth-Ocean Educational Services Commission** (hereinafter referred to as the "MOESC") offers coordinated transportation services.

WHEREAS The MOESC will organize and schedule routes to achieve the maximum cost effectiveness.

NOW, THEREFORE, it is agreed that in consideration of prorated contract costs calculated by the billing formula adopted by the MOESC, plus an administrative fee of five percent (5%), the **Red Bank Board of Education** shall pay the MOESC for transportation services rendered. Said formula shall be based on the number of students and a per pupil mile ratio encumbering any special requirements specified by participating districts.

1. The MOESC will provide the following services:

- a. routes coordinated with other districts, whenever possible, to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
- b. an estimated fee for all routes based on a ratio of the number of students and student mileage. It is understood that initial transportation charges are estimates based on initial mileage and ridership and thereby subject to changes as the number of students and/or mileage increases and/or decreases.
- c. monthly billing and invoices;
- d. a report of students for all routes coordinated by MOESC;
- e. all necessary interaction and communication between the sending district, receiving school, and<sup>5</sup> respective transportation contractors;

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- f. constant review and revision of routes;
  - g. provide transportation within three (3) days or sooner after receipt of the formal written request.
2. It is further agreed that the **Red Bank Board of Education** will provide MOESC with the following:
- a. requests for special transportation on approved forms to be provided by the MOESC, completed in full and signed by authorized district personnel;
  - b. withdrawal for any transportation **must be provided in writing** and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received.
- Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district making the request. All such costs must first be approved by the **Red Bank Board of Education**.
- d. Length of Agreement-this agreement and obligations and requirements therein shall be in effect between July 1, 2008 and June 30, 2013.
  - e. Entire Agreement – this Agreement constitutes the entire and only agreement between the parties and may be amended by any instrument in writing over authorized signature.
3. It is further agreed by the Board of Education to the following:
- a. Upon the execution of this Agreement, it is agreed that MOESC’s school bus contractor, selected pursuant to the public bidding law, shall exclusively provide pupil transportation services for the identified student during the term of the contract.
  - b. The Board of Education may terminate this contract only for good cause. Good cause shall not be defined to include a lesser transportation cost alternative available to the Board of Education during the term of the Contract. Good cause includes, but shall not be limited to the following: (1) the student’s parent electing to provide transportation for the student for the entire contract term; (2) the student no longer requires the transportation services because the student does not need to travel to the transportation contract’s destination because the student’s education plan has changed, the school assignment is changed for education-based reasons, the student has moved from the school district, the student’s pupil transportation is merged with other route(s) to reduce cost, or for other good cause shown.
  - c. The parties to this Agreement acknowledge that the school bus contractor, who is providing or to be providing pupil transportation services as contemplated in this Agreement, is an “intended third-party beneficiary” of the within contract between MOESC and the Board of Education. In the event that the Board of Education should breach this Agreement, the school bus contractor shall have the right to commence legal action against the Board of Education as a result of such breach and may seek

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:

4677. That the Board approves the appointment of Carla Chicas, Middle School Instructional Assistant, as Middle School Lunch Monitor, 40 minutes per day, five days per week, at the stipulated negotiated contractual rate of \$17.00 per hour, effective November 17, 2008 through June 30, 2009.

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4678. That the Board approves the appointment of the Paula Collins, Primary School Instructional Assistant, as “Odyssey of the Mind” Coach for Grade 3, at the stipulated negotiated contractual rate of \$17.00 per hour, not to exceed 60 hours, effective November 19, 2008 through May 15, 2009, funded through NCLB (Account #20-231-100-101-BA4).

4679. That the Board approves the following Primary School staff members and their compensation to participate in School Improvement Team meetings, for the 2008-2009 school year, at the stipulated negotiated contractual rates listed below, not to exceed 16 hours each (Account #20-231-200-100-014).

Kathleen Ward                                 \$30.00 per hour  
 Cruz Roolaart   \$20.00 per hour

4680. That the Board approves the following as Guest Teachers for the 2008-2009 school year at the per diem rate of \$80.00 each.

John Macchio                                 Janee Prown

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 previously submitted and presented to the Board:

6124. That the Red Bank Board of Education deems student participation in curriculum related field trips to be educationally beneficial. Pursuant to regulation 6A:23A-5.8©(1), The Board hereby approves the resolution.

Location	Date
Holiday Express, Shrewsbury, NJ (Community Service)	11/21/08
Holiday Express, Shrewsbury, NJ (Community Service)	12/12/08
Two River Theatre, Red Bank, NJ (AVID)	12/18/08
Brookdale Community College, Lincroft, NJ (AVID)	01/09/09
Paper Moon Theatre, Atlantic Highlands, NJ (AVID)	01/15/09
Red Bank Veterinarian Hospital, Red Bank, NJ (AVID)	01/16/09
New York University, New York, NY (AVID)	02/06/09
Stevens Institute, Hoboken, NJ (AVID)	02/20/09
New Corner Restaurant, Red Bank, NJ (PreK)	03/16/09, 03/17/09, 03/18/09, & 03/19/09
Monmouth University, W. Long Branch, NJ (AVID)	03/20/09
Georgian Court University, Lakewood, NJ (AVID)	04/01/09
Culinary Institute, Asbury Park, NJ (AVID)	04/23/09
Jenkinson’s Aquarium, Point Pleasant, NJ(PSD)	04/24/09
Rumson County Day School, Rumson, NJ (Community Service)	04/30/09
Jenkinson’s Aquarium, Point Pleasant, NJ (PreK)	05/18/09

**COMMENTS:**

- A Board member was pleased to see worthwhile field trip destinations within the state.
- Question about what the students would be seeing at the Two River Theater. Mrs. Morana will confirm but the belief is it is “Frog and Toad”.
- It would be an educational experience if the students were able to see sets at the Two River Theater.

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6125. That the Board approves Stevens Institute of Technology (Hoboken, NJ), to provide training and technical assistance in the implementation of an integrated Science, Math, and Technology Program, at a cost of \$40,070.00, as stipulated under the 21<sup>st</sup> Century Community Learning Grant, throughout the 2008-2009 school year, to be charged to the 21<sup>st</sup> Century Grant account.

11. HEARING OF PUBLIC

David Prown, 44 Hillside Place, Red Bank, NJ

- Thanked Mrs. Morana, Mr. Cohen, and Mrs. Iozzi for their support and coordination to clear the schedule on December 16 for calls from Santa from 6:00 to 8:00 pm.

12. OLD BUSINESS - NONE

13. NEW BUSINESS

- Ms. Darrow asked the Board to let her know if they want to attend the Ethics & New Regulations workshop being held on December 4.
- A Board member visited the Primary School the day after the presidential election. He listened to Mr. Cohen's comments during morning announcements about the historic occasion of the nation electing its first African-American president. It was a nice tribute and Mr. Cohen invited staff members to speak about the event. It was a very powerful event which led to an emotional Pledge of Allegiance.
- A Board Member commented that it was a privilege for Red Bank children to attend the Red Bank school district.

14. ADJOURNMENT

Ms. Mess motioned, seconded by Ms. Jones, to adjourn the meeting.  
Meeting adjourned at 8:45 pm.

Respectfully submitted,

Anne E. Darrow  
Board Secretary/School Business Administrator