RED BANK BOROUGH PUBLIC SCHOOLS
BOARD OF EDUCATION
REORGANIZATION MEETING

TUESDAY, January 4, 2022 7:00 PM

MINUTES

Red Bank Borough Board of Education

Dominic Kalorin, President
Erik Perry, Vice President
Laura Camargo
Ben Forest
Jennifer Garcia
E. Pamela McArthur
Ann Roseman
Dr. Frederick Stone
Suzanne Viscomi

Jared J. Rumage, Ed.D.
Superintendent of Schools

Eileen Gorga
Business Administrator/Board Secretary

MISSION
Driven by the needs of our children, we provide a safe, nurturing, and challenging learning environment for every student, every day.

VISION
We believe our children should Dream BIG. We will inspire. We will challenge. They will achieve.

1. **7:00 p.m. Call to Order by the Board President and Reading of the Sunshine Statement:**

"Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted January 5, 2021. Notice of this meeting was published in the Asbury Park Press newspaper and sent to the Municipal Clerk, Red Bank Borough, within 7 days per code.

At the commencement of the meetings, the Board is expected to immediately convene an executive session and expects to resume the public portion of its meeting upon its return from executive session. Members of the public will be able to participate in the meeting as per the agenda.

Fire exits are located in the direction indicated. In case of fire, you will be signaled by a bell and/or public address system. If so alerted, please move in a calm and orderly fashion to the nearest exit.

Need for Remote: Notice is hereby given that future meetings of the Red Bank Borough Board of Education may need to be held virtually. Visit www.rbb.k12.nj.us for access information and/or location changes.

The Red Bank Borough Board of Education shall allow members of the public to make public comment by audio, or by audio and video, if the remote public meeting is held over both audio and video, during the meeting. In advance of the remote public meeting, the Board shall allow public comments to be submitted to the Business Administrator by electronic mail using publiccomment@rbb.k12.nj.us and in written form sent to Red Bank Board of Education, 76 Branch Avenue, Red Bank, NJ 07701. Public comments submitted by 4:00 PM the Monday before the remote public meeting through electronic mail or by written letter shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public. The Board imposes a five minute time limit on individual comments with the same limits placed on the reading of written comments. Bylaw 0164.6 found on the District website has more details on Remote Public Board Meetings.

BOARD OF EDUCATION MEETING SCHEDULE
7:00 PM – Red Bank Primary School Cafeteria
Bold Indicates Virtual

January 4, 2022
January 18, 2022
February 8, 2022
March 15, 2022
April 12, 2022
April 26, 2022 Public Budget Hearing
May 10, 2022
June 14, 2022
July 12, 2022 (Retreat @ 5:00 PM)
August 9, 2022
August 23, 2022
September 13, 2022
October 11, 2022
November 8, 2022
December 13, 2022
January 3, 2023 Reorganization

2. FLAG SALUTE

Led by the Board Secretary

3. REORGANIZATION OF THE BOARD OF EDUCATION

4. OATH OF OFFICE

Board Secretary administers Oath of Office to newly-elected Board members.
3-Year Terms:

Dominic Kalorin (2024)
Ann Roseman (2024)
Frederick J. Stone (2024)

5. ROLL CALL OF MEMBERSHIP FOR THE 2022 BOARD OF EDUCATION

Board Members	Term Expires
Laura Camargo	2023
Ben Forest	2022
Jennifer Garcia	2023
E. Pamela McArthur	2023
Erik Perry	2022
Suzanne Viscomi	2022

6. REPORT OF THE SECRETARY ON THE RESULTS OF THE ANNUAL SCHOOL DISTRICT ELECTION

The Annual School Election of the Red Bank Borough Board of Education was held on Tuesday, November 2, 2021, in accordance with school law. There were polling locations at the municipal building and the Red Bank Middle School. In addition mail in ballots were distributed to voting members of the town.

The tally of votes, including absentee ballots, is as follows:

For membership in the Board of Education
(3, three-year terms):

Name	Votes
● Ann Roseman	1,365
● Dominic Kalorin	1,363
● Frederick J. Stone	1,359

7. ELECTION OF PRESIDENT

Nominations for President received by Board Secretary (seconds not necessary):

Dr. Stone motioned to nominate Dominic Kalorin for President
Mrs. Garcia motioned to nominate Sue Viscomi for Board President
Ms. Viscomi declined the nomination

Board Secretary asks for consent of nominee(s): “Do you consent to having your name placed in nomination for the office of Board President?” Mr. Kalorin responded “Yes” and accepted the nomination.
Seeing no other nominations, Board Secretary requested motion to close nomination.

Ms. Roseman motioned, seconded by Mrs. Garcia to close nomination for Board President.

ROLL CALL VOTE TO ELECT PRESIDENT
AYES: Jennifer Garcia, Dom Kalorin, Erik Perry, Ann Roseman, Dr. Frederick Stone, Suzanne Viscomi
NAYS: None ABSTENTIONS: None ABSENT: Laura Camargo, Ben Forest, Pamela McArthur

Mr. Dominic Kalorin is elected as Board President and assumes chair of the meeting.

8. ELECTION OF VICE PRESIDENT

Nominations for Vice President received by newly-elected President, Dominic Kalorin

Mrs. Garcia motioned to nominate Erik Perry for Vice President

Board Secretary asks for consent of nominee(s): "Do you consent to having your name placed in nomination for the office of Board Vice President?" Mr. Perry responded "Yes" and accepted the nomination.

Seeing no other nominations, Board President requests motion to close nomination.
Ms. Roseman motioned, seconded by Mrs. Garcia to close nomination for Board Vice President.

ROLL CALL VOTE TO ELECT VICE PRESIDENT
AYES: Jennifer Garcia, Dom Kalorin, Erik Perry, Ann Roseman, Dr. Frederick Stone, Suzanne Viscomi
NAYS: None ABSTENTIONS: None ABSENT: Laura Camargo, Ben Forest, Pamela McArthur

Mr. Erik Perry is elected as Board Vice President.

9. HEARING OF PUBLIC - NONE

Bylaw #0167 reads . . . "Any individual deciding to speak shall state their name and address. 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."

10. STATEMENT TO THE PUBLIC

Oftentimes 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 matter is thoroughly reviewed by the Superintendent of Schools and, when necessary, other school district administrators. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, and if the circumstances permit, it is then referred to the appropriate committee of the Board of Education. The members of the Board committee work with the Administration and the Superintendent to assure its understanding of the matter. When the Board committee and the Superintendent are satisfied that it may be presented to the Board of Education, the matter is placed on the agenda at a public meeting.

Ms. Roseman motioned, seconded by Mrs. Garcia to adopt 11-12, 14-18 and to approve Business resolutions 3000-3001 and Personnel resolution 4000.

11. ADOPTION OF THE NEW JERSEY SCHOOL BOARD MEMBER CODE OF ETHICS

It is recommended that each year boards of education review and endorse the New Jersey School Boards Association's Code of Ethics, thereby affording individual members the opportunity to declare themselves willing to abide by these principles. The following action will renew this commitment.

BE IT RESOLVED that the Red Bank Borough Board of Education adopts the following New Jersey School Board Member Code of Ethics.

The Board Members took turns reading the Code of Ethics.

A. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
B. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools, which meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
C. I will confine my board action to policy making, planning and appraisal, and will help frame policies and plans only after the board has consulted those who will be affected by them.
D. I will carry out my responsibility, not to administer the schools, but, with my fellow board members, see that they are well run.
E. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action, which may compromise the board.
F. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
G. I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. But, in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
H. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
I. I will support and protect school personnel in the proper performance of their duties.
J. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.
K. I will behave toward my fellow board members with the respect due their office - demonstrating courtesy, decorum and fair play at all public meetings and in all public statements.
L. I will refrain from inappropriate conduct in public meetings and in making public statements, refraining from any disparagement of my fellow Board members or others on a personal, social, racial, or religious basis.

ACKNOWLEDGEMENT OF RECEIPT OF CODE OF ETHICS FOR SCHOOL BOARD MEMBERS (The Board Secretary will distribute during the meeting for signatures.)

12. COMMITTEE APPOINTMENTS

BE IT RESOLVED by the Red Bank Borough Board of Education approve the Board President to make committee appointments as appropriate through the January 2023 Reorganization Meeting:

Community Relations
Finance
Facilities & Safety
Personnel – committee as a whole
Policy
Curriculum
Negotiations
Residency

13. SCHOOL BOARDS DELEGATE APPOINTMENT

To approve the New Jersey and Monmouth County School Board Delegate, and the New Jersey and Monmouth School Board Alternate Delegate representatives through the next reorganization meeting, January 2023.

Tabled until next meeting.

14. ESTABLISHMENT OF ANNUAL MEETING CALENDAR 2022

BE IT RESOLVED by the Red Bank Borough Board of Education to approve the following:

OPEN PUBLIC MEETINGS ACT
WHEREAS the Red Bank Borough Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary

BE IT FURTHER RESOLVED that the Board of Education does hereby designate The Asbury Park Press as official newspaper to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Red Bank Borough Board of Education Administration Office and posted on the District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates: Meetings will be held in the Primary School Cafeteria, 222 River Street, Red Bank, New Jersey. Executive Session begins at 7:00 p.m. and the Public Session will begin as soon as the Board returns from Executive Session, but not later than 7:30 p.m. Formal action will be taken at these meetings.

January 18, 2022	
February 8, 2022	
March 15, 2022	
April 12, 2022	
April 26, 2022	*Public Budget Hearing*
May 10, 2022	
June 14, 2022	
July 12, 2022	*Board Retreat*
August 9, 2022	
August 23, 2022	
September 13, 2022	
October 11, 2022	
November 8, 2022	
December 13, 2022	
January 3, 2023	*Reorganization*

A Board Retreat will be held prior to the regular meeting on Tuesday, July 12, 2022 at 5:00 pm. The agenda to the extent known consists of a discussion of Board of Education roles and responsibilities. Unforeseen circumstances may force the rescheduling of these meetings. In such cases, notice will be given as provided in the Open Public Meetings Act.

15. <u>ADOPTION OF SCHOOL POLICIES</u>

That the Board reviews and re-adopts the Board Policies.

16. <u>ADOPTION OF ROBERT'S RULES OR ORDER</u>

That the Board adopts Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings through the next reorganization meeting January 2023.

17. BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following appointments through the next reorganization meeting, January 2023:

A. APPOINTMENT OF THE BOARD SECRETARY
That the Board approves the appointment of Eileen Gorga as the Board Secretary.

B. APPOINTMENT OF THE ASSISTANT BOARD SECRETARY
That the Board approves the appointment of Tina Sullivan as the Assistant Board Secretary.

C. APPOINTMENT OF THE Public Agency Compliance Officer (PACO)
That the Board approves the appointment of Eileen Gorga as the Public Agency Compliance Officer.

D. CLAIMS AUDITOR/PRE-PAYMENT AUTHORITY
That the School Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

E. TRANSFER AUTHORITY
That the Board authorize Eileen Gorga, School Business Administrator; Diane Barone, Confidential Payroll Coordinator; and Ivelis Menter, Assistant to the Business Administrator, to effect wire transfers between financial institutions as necessary in the course of Board of Education business.

F. REQUESTOR OF FEDERAL FUNDS
That the Superintendent of Schools and the School Business Administrator/Board Secretary for the Red Bank Borough Board of Education or their designees, be designated as the Board's agents to request State and Federal funds under the existing State and Federal Laws.

G. QUALIFIED PURCHASING AGENT/SCHOOL FUNDS INVESTOR
WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and
WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (Currently $44,000), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and
WHEREAS 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently $6,600) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.
NOW, THEREFORE BE IT RESOLVED, that the Board of Education of the Borough of Red Bank, pursuant to the statutes cited above hereby appoints Eileen Gorga through the next reorganization meeting, January 2023, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Board of Education of the Borough of Red Bank, and
BE IT FURTHER RESOLVED that Eileen Gorga, a Qualified Purchasing Agent, is hereby authorized to award contracts on behalf of the Board of Education of the Borough of Red Bank that are in the aggregate less than 15% of the bid threshold (Currently $6,600) without soliciting competitive quotations, and
BE IT FURTHER RESOLVED that Eileen Gorga is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Board of Education of the Borough of Red Bank when contracts in the aggregate exceed 15% of the bid threshold (Currently $6,600) but are less than the bid threshold of $44,000.

18. BE IT RESOLVED by the RED BANK BOROUGH BOARD OF EDUCATION to approve the following:

A. DESIGNATION OF DEPOSITORIES/SIGNATORIES
That PNC is approved as the official depository for the Board of Education funds through the next reorganization meeting, January 2023, with the following additional depositories authorized: Bank of America, Bank of New York, Commerce Bank, JP Morgan Chase, State of New Jersey Cash Management Fund. Authorization is granted for the execution of all necessary signature cards for bank accounts maintained by the Red Bank Borough Board of Education.

Cafeteria Account	Superintendent or Board President And Board Secretary *(Requires two signatures)*
General Account	President or Vice President, Board Secretary and Treasurer *(Requires three signatures)*
Petty Cash Account	Superintendent or Board President And Board Secretary *(Requires two signatures)*
Payroll Account	Treasurer and Board Secretary *(Requires two signatures)*
Payroll Agency Account	Treasurer and Board Secretary *(Requires two signatures)*
School Activity Accounts	Respective Principal or Vice Principal and Board Secretary *(Requires two signatures)*

B. DESIGNATION OF OFFICIAL NEWSPAPERS/WEB SITE
That the *Asbury Park Press* is designated as the official newspaper of the District through January 2023, and that the Red Bank Borough Board of Education's public school website is designated the official website for the District.

C. That the Board authorize the use of the Uniform Minimum Chart of Accounts for New Jersey Public Schools through the next reorganization meeting, January 2023.

D. THIRD PARTY ADMINISTRATOR TAX SHELTER ANNUITIES
To approve PenServ for the 2022-2023 school year as third party administrator for the Tax Shelter Annuities Plans at no cost to the school district.

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:

3000. BOARD MINUTES
That the Board approves the minutes from the December 14, 2021 Regular Session Meeting and Executive Session Meeting of the Board of Education.

3001. TRANSPORTATION AWARD
To award route MP0104 for the 2021-2022 school year to Luz Transport for transportation from Red Bank, NJ to Markham Place Middle School. Quotations were requested from Durham School Services, Luz Transport, and Shamrock Stagecoach.
Luz Transport provided the winning response with a $220 per diem and $80 per diem cost for an aide (if applicable).

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:

4000. That the Board approves the establishment and job description for the position of Supervisor of Early Childhood and Special Projects as per Attachment A.

ROLL CALL VOTE

AYES: Jennifer Garcia, Dom Kalorin, Erik Perry, Ann Roseman, Dr. Frederick Stone, Suzanne Viscomi
NAYS: None ABSTENTIONS: None ABSENT: Laura Camargo, Ben Forest, Pamela McArthur

19. HEARING OF THE PUBLIC - NONE

Bylaw #0167 reads . . . "Any individual deciding to speak shall state their name and address. 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."

20. ADJOURNMENT

At 7:22pm, motioned by Mr. Perry and seconded by Mrs. Garcia to Adjourn.

VOICE VOTE

AYES: Jennifer Garcia, Dom Kalorin, Erik Perry, Ann Roseman, Dr. Frederick Stone, Suzanne Viscomi
NAYS: None ABSTENTIONS: None ABSENT: Laura Camargo, Ben Forest, Pamela McArthur

Respectfully submitted,

Eileen Gorga
School Business Administrator/
Board Secretary

Dreaming BIGGER 2019-2024

Goal 1: Maximize Student Growth
Goal 2: Foster A Positive Organizational Culture & Climate
Goal 3: Resource Management
Goal 4: Data-Driven Decision Making
Goal 5: Technology For Personalized Learning

Dream BIG... We'll Help You Get There!

DISTRICT GOALS

1. We will promote student growth by providing a safe, equitable, and stimulating learning environment that offers the proper balance of nurture and academic rigor with particular attention to the challenges engendered by the COVID-19 pandemic.

2. Guided by data driven decision-making, we will promote shared leadership and instructional practices to ensure seamless transitions from grade to grade, Primary School to Middle School, and Red Bank Borough Public Schools to High School.

3. Implement community school elements to promote equity and access that allows all students the opportunity to maximize their academic, athletic, artistic, and social potential.

BOARD OF EDUCATION GOALS

1. Advocate for and endorse a single public school district in the Borough of Red Bank.

2. Advocate for full funding for the Red Bank Borough Public Schools District.

3. Monitor the implementation of the Strategic Plan and goals of the Red Bank Borough Public School District and its Board of Education.

4. Continue to strengthen engagement in the school community by providing support through the COVID-19 health crisis and its aftermath.

2022 BOE COMMITTEE SCHEDULE

	COMMUNITY RELATIONS	CURRICULUM & INSTRUCTION	POLICY	FACILITIES & SAFETY	FINANCE
CHAIR	Jennifer Garcia	Ann Roseman	Fred Stone	Dominic Kalorin	Suzanne Viscomi
MEMBERS	Jennifer Garcia Laura Camargo E. Pamela McArthur Suzanne Viscomi	Ann Roseman Ben Forest Jennifer Garcia Fred Stone	Fred Stone Ben Forest E. Pamela McArthur Suzanne Viscomi	Dominic Kalorin Erik Perry Fred Stone	Suzanne Viscomi Dominic Kalorin Ann Roseman Fred Stone
TIME	7:30 PM	6:30 PM	6:00 PM	9:00 AM	6:30 PM
LOCATION	BOE Office	BOE Office	BOE Mtg Location	BOE Office	BOE Mtg Location
MEETING DATES	No Jan Meeting	No Jan Meeting	No Jan Meeting	No Jan Meeting	01/18/22
			02/08/22	02/08/22	02/08/22
			03/15/22	03/15/22	03/15/22
			04/12/22	04/12/22	04/12/22
			05/10/22	05/10/22	05/10/22
			06/14/22	06/14/22	06/14/22
			No July Meeting	No July Meeting	No July Meeting
			08/09/22	08/09/22	08/09/22
			09/13/22	09/13/22	09/13/22
			10/11/22	10/11/22	10/11/22
			11/08/22	11/08/22	11/08/22
			12/13/22	12/13/22	12/13/22

Negotiations: Ann Roseman (Chair), Dominic Kalorin, Fred Stone, Suzanne Viscomi (Meets as Needed)

Residency: Ann Roseman, Fred Stone, Suzanne Viscomi (Meets as Needed)