**RED BANK BOROUGH BOARD OF EDUCATION**
**RED BANK, NEW JERSEY**
**BOARD OF EDUCATION**
**PUBLIC MEETING**
**OCTOBER 17, 2017**

# MINUTES

Call to Order – 7:32 p.m. – 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 January 3, 2017. Notice of this meeting was published in the *Asbury Park Press* newspaper 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: Ben Forest, Janet Jones, Tom Labetti, Marj Lowe, Ann Roseman, Fred Stone, Suzanne Viscomi ABSENT: Michael Ballard (arrived 7:33 pm), Juanita Lewis
ALSO PRESENT: Jared Rumage, Superintendent; Debra Pappagallo, Business Administrator/ Board Secretary; Armen McOmber, Esq.

## FLAG SALUTE

Dr. Stone led the Salute to the Flag.

## I. EXECUTIVE SESSION

At 7:34 pm Ms. Roseman motioned, seconded by Mr. Forest, to convene in Executive Session.

**VOICE VOTE**:
AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Mr. Labetti, Miss Lowe, Ms. Roseman, Dr. Stone, Ms. Viscomi NAYS: None ABSTENTIONS: None ABSENT: Ms. Lewis

At 7:48 pm the Board returned to Public Session.

## ROLL CALL

PRESENT: Michael Ballard, Ben Forest, Janet Jones, Tom Labetti, Marj Lowe, Ann Roseman, Fred Stone, Suzanne Viscomi ABSENT: Juanita Lewis
ALSO PRESENT: Jared Rumage, Superintendent; Debra Pappagallo, Business Administrator/ Board Secretary; Armen McOmber, Esq.

## II. SUPERINTENDENT'S REPORT

A. Bus Evacuation Drills - as listed

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| Date of Drill | Time Drill Conducted | School | Location of Drill | Route Numbers Included in Drill | Principal or Person Assigned to Supervise the Drill |
|---|---|---|---|---|---|
| 09/29/17 | 8:33 a.m. | Primary School | Front loop/driveway | PS1, PS2, PS3, PS4, PS5,PS6, PS7 & PS8 | Luigi Laugelli, Principal |
| 10/02/17 | 8:40 a.m. | Monmouth Reform Temple | Parking lot on side of building | RB-TF & RB-TF 2 | Christine Donohue, Director |
| 10/03/17 | 3:15 p.m. | Monmouth Day Care Center | Front of building | RB-MDC | Heidi Zaentz, Director |
| 10/10/17 | 8:45 a.m. | Reformed Church of Middletown | Side entrance | RB-MID | Mary Valdivia, Supervisor |
| 10/11/17 | 8:37 a.m. | First Baptist Church | Side entrance | RB-FBC | Mary Valdivia, Supervisor |

B. HIB – Dr. Rumage reported on current HIB.
C. Dr. Rumage reported on an Afterschool program.
D. Red Bank Borough Education Foundation – At this time the Board took motion #3159:

Ms. Roseman motioned, seconded by Mr. Ballard, 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:

**3159. RBBEF PLAYGROUND DONATION**

That the Board accepts with gratitude the generous donation of $24,281.50 towards the Primary School Playground for STEAM related equipment.

**ROLL CALL VOTE**:
AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Mr. Labetti, Miss Lowe, Ms. Roseman, Dr. Stone, Ms. Viscomi NAYS: None ABSTENTIONS: None ABSENT: Ms. Lewis

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Dr. Rumage introduced Susan Berke, President of the RBBEF who thanked everyone involved on raising funds. She thanked current and past members of the Foundation as well as, Ed Zipprich, Councilman and Vice President; Hazim Yassin, Treasurer, Coucilwoman Kathy Horgan, Marybeth Maida and Jim Scavone, Executive Director River Center, as well as the Board of Education for the amazing support of the District.

Ed Ziprich, Councilman and Vice President of the Foundation, thanked the Board and presented a check in the amount of $24,281.50. He reported that the funds were raised through the River Center and in memory of Rosemarie Kopka who was instrumental in the reorganization of the Foundation. She wanted to continue outdoor education at the Primary School.

**III. PRESIDENT'S REPORT –** None at this time

**IV. COMMITTEE REPORTS**

- Ms. Roseman reported on the Curriculum Committee.
- Dr. Stone reported there was no Policy Committee meeting this month.
- Mr. Labetti reported on the Facilities Committee.
- Ms. Viscomi reported on the Finance Committee.
- Mr. Forest and Dr. Rumage reported on the Community Relations Committee. Mr. Forest stated he will not continue on the Community Relations Committee.

**V. 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."

**VI. 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. 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.

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**VII.** ACTION AGENDA

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

**3152. TRAVEL**

| Name | Date/Time | Location | Cost | Theme | Account # |
|---|---|---|---|---|---|
| Gabrielle Coco | 11/03/17 9:00 a.m. – 3:00 p.m. | Monroe Township, NJ | $164.00 | Effective Instructional Practice in Mathematics | 20-275-200-500-16 |
| Kristyn Wikoff | 11/03/17 9:00 a.m. – 3:00 p.m. | Monroe Township, NJ | $164.00 | Effective Instructional Practice in Mathematics | 20-275-200-500-16 |

**3153. APPROVAL OF SECRETARY/TREASURER'S REPORT**
Pursuant to 18A:6-59
To approve the August 2017 Report of the Treasurer and the August 2017 Report of the Secretary as being in balance for the month.

**3154. BUDGET TRANSFERS**
To ratify any budget transfers effective August 2017 per the transfer report.

**3155. BILLS PAYMENT**
To approve payment of final bills for September 2017 and for bills as of October 2017.

**3156. APPROVAL OF MINUTES**
To approve the minutes from the September 12 and 19, 2017 Board of Education Meetings.

Comments: Mr. Labetti inquired about the minutes being correct on who commented when. Mrs. Pappagallo stated yes. Mr. Forest confirmed when he made his comments in the meeting.

**3157. APPROVE USE OF FACILITIES**
That the Board approves the one-time and recurring building use requests according to Board Policy, as previously distributed to the Board.

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**3158. DONATION**
That the Board accepts with gratitude the generous donation of approximately $250 worth of sensory integration items from Lindsey and Chris Burke.

**3159.** *Taken earlier in the meeting.*

**3160. FOOD SERVICE MANAGEMENT CONTRACTING**
Whereas, the Department of Agriculture sent a notice on June 14, 2017 to New Jersey school districts participating in the National School Lunch program announcing a significant change in the procurement protocol for the contracting of food service management companies that operate breakfast and lunch programs for New Jersey public schools, and

Whereas, this new procurement protocol would change the fundamental basis for awarding food service management contracts from a "Cost Reimbursement Basis" to a "Fixed Price Basis" for contract awards, and

Whereas, the Red Bank Borough Board of Education has engaged staff and the community year after year to provide a local food service program that addresses and meets the needs of our children, and

Whereas, the Red Bank Borough Board of Education credits the current "Cost Reimbursement" procurement method as the reason why the local school district can design a food service program that has the flexibility of meeting the needs of its children, and

Whereas, the Red Bank Borough Board of Education declares that the "Fixed Price" procurement system would dramatically reduce the school district's ability to change or alter its food service operations without the need to rebid for food service management services, and

Whereas, the Red Bank Borough Board of Education further declares that the "Fixed Price" procurement method would impact the quality of the meals served to its children and therefore impact the participation of children in our breakfast and lunch program, and

Whereas, the Red Bank Borough Board of Education further declares that the "Fixed Price" procurement method may limit the number of competitive proposals received by boards of education, and

Whereas, the Red Bank Borough Board of Education rejects the Department of Agriculture's underlying reasons for making this change without giving NJ School Districts the opportunity to address their concerns in an attempt to keep this procurement method in place, and

Whereas, the Red Bank Borough Board of Education prefers an optional procurement system for securing Food Service Management Companies whereby the district could choose either Cost Reimbursement" or "Fixed Price" as the basis for contract awards.

Now Therefore be it Resolved, that the Red Bank Borough Board of Education hereby requests the Department of Agriculture to reconsider its plans to move the basis of awarding Food Service Management contracts to a "Fixed Price" basis and allow the option of continuing to use a "Cost Reimbursement procurement model; or in the alternative, a "Fixed Price" procurement method, and

Be It Further Resolved that copies of this resolution shall be forward to:
New Jersey Association of School Business Officials
New Jersey Secretary of Agriculture (369 S Warren St, Trenton, NJ 08608)
Local Legislators, NJ School Boards, NJ School Superintendents, NJ Principals and Supervisors, NJ PTA

Comment: Mr. Forest asked for further explanation of this resolution – Mrs. Pappagallo gave additional explanation.

**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:

**4105.** That the Board approves a paid leave of absence for *Jana Klotzkin* from January 2, 2018 through January 5, 2018 utilizing personal and family illness days and January 6, 2018 through April 29, 2018 utilizing sick days, an unpaid leave of absence under the Federal Medical Leave Act (FMLA) effective April 30, 2018 through September 30, 2018 and an unpaid leave of absence under the New Jersey Family Medical Leave Act (NJFMLA), effective October 1, 2018 through December 23, 2018.

**4106.** That the Board approves the following staff members' zero period to facilitate Spanish classes, effective October 18, 2017 through June 30, 2018. Account #Respective Salary Accounts:

| | |
|---|---|
| *Samantha Arauz*, Grade 4 | $3,385.35 |
| *Justine Coppola*, Grade 5 | $3,376.65 |
| *Kevin Cuddihy*, Grade 6 | $3,003.59 |
| *Theresa Davidson*, Grade 7 | $3,944.95 |
| *Kristen Maiello*, Grade 8 | $2,891.39 |

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## EXTRA WORK/EXTRA PAY

**4107.** That the Board approves all Middle School teachers to serve as alternates on the Red Bank Middle School SIT (School Improvement Team) for the 2017-2018 school year, not to exceed 2 hours per month each, at the stipulated negotiated contractual rate of $33.00 per hour: Account #20-275-200-100-SI2

**4108.** That the Board approves the following staff members and their compensation for participation in Grade 2 ELA curriculum guide development effective October 18, 2017, through June 30, 2018, at the stipulated negotiated contractual rate of $33.00 per hour, not to exceed hours shown. Account #11-000- 221-110-004

*Jackie Rivera*, 6 hours
*Rosalyn Giallanza*, 6 hours
*Samantha Ceparano*, 6 hours
*Meredith Faistl*, 6 hours
*Kelly Hogan*, 6 hours
*Michelle Saldida*, 6 hours
*Dana Slipek*, 4 hours

**4109.** That the Board approves the following program descriptions and staff members for the Middle School After-School Program for the 2017-2018 school year, at the stipulated negotiated contractual rate of $33.00 per hour for teachers and $20.00 per hour for instructional assistants and secretaries, not to exceed the hours indicated below plus an additional half hour per session as needed for supervision. Account #20-235-100-100-TU2

| Position | Staff Names | Hours Not to Exceed |
|---|---|---|
| Grade 4 Study Skills Teacher | *Janet Sharkey*<br>*Justine Coppola* | 2.5 |
| Grade 5 Study Skills Teacher | *Marianne Ivanicki* | 2.5 |
| Grade 6 Study Skills Teacher | *Gabrielle Coco* | 2.5 |
| Grade 7 Study Skills Teacher | *Kristine Maiello* | 2.5 |
| Grade 8 Study Skills Teacher | *Jason Cadet*<br>*Mark Costa*<br>*(one day each)* | 2.5 |

| | | |
|---|---|---|
| ELL Intervention Teacher | *Shannon Meyers* | 2.5 |
| Special Education Intervention Teacher | *Toni Graham* | 2.5 |
| Science Intervention | *Nancy Pape* | 1.25 |
| Girls on the Run/Track | *Lauren Schmitt*<br>*Lara Wengiel* | 2.5 |
| Secretary | *Judy Schindler*<br>*Maria Mujirishvili* | 2.5 |

**4110.** That the Board approves all certified staff members (teachers and instructional assistants) and guest teachers as substitute facilitators for the Middle School After-School Program, on an as-needed basis for the 2017-2018 school year, at the stipulated negotiated contractual rate of $33.00 per hour for teachers and at the stipulated negotiated contractual rate of $20.00 per hour for instructional assistants and secretaries, not to exceed 2.5 hours per week pending submission to and review by the State. Account #20-235-100-100-TU2

**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:

**5019.** That the Board approves MOESC to provide LDTC evaluation services for students referred to CST on an as needed basis at the rate of up to $335.00 for each evaluation and $88.00 per hour for IEP meeting attendance for the 2017-18 School Year.

**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:

**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) |
|---|---|---|
| Preschool Grant | Dearborn Farm Market, Holmdel, NJ (All CYMCA, Middletown & MRT preschool classes) | 10/19/17 |
| Preschool Grant | Dearborn Farm Market, Holmdel, NJ (All PS preschool classes) | 10/25/17 |
| PTO | Linos Mexican Café, Red Bank, NJ (PS special education classes) | 01/18//18 |
| PTO | Foodtown and Gianni's, Red Bank, NJ (PS special education class) | 05/10/18 |

**6055.** That the Board approves the Harassment, Intimidation and Bullying (HIB) report as submitted by the Superintendent.

**6056.** That the Board approves the following staff members' salaries charged to federal grants and account numbers for the 2017-2018 school year per Attachment A.

**6057.** That the Board authorizes the Superintendent to submit the 2017-2018 Quality Single Accountability Continuum (QSAC) Statement of Assurance (SOA).

**6058.** That the Board authorizes the Superintendent to submit the District Improvement Plan (DIP) for 2016-2017, in accordance with NJAC.6A:30.

**6059.** That the Board approves Red Bank Middle School staff and students for participation in community service at Lunch Break, Red Bank, NJ, on the following Saturdays: 10/15/17, 10/28/17, 11/18/17, 12/16/17, 1/27/18, 2/24/18, 3/24/18, 4/28/18 and 5/19/18.

**6060.** That the Board approves a Primary School Lego Club before school one day per month for second and third grade students.

**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:

**9010.** That the Board approves the following policies for second reading and adoption:

| Policy# | Policy |
|---|---|
| 1511 | Board of Education Website Accessibility |
| 2700 | Services to Nonpublic School Students |
| 3160 | Physical Examination |

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| | |
|---|---|
| 4160 | Physical Examination |
| 7100 | Long-Range Facilities Planning |
| 7101 | Educational Adequacy of Capital Projects |
| 7102 | Site Selection and Acquisition |
| 7130 | School Closing |
| 7300 | Disposition of Instructional Property |
| 7424 | Bed Bugs |

**ROLL CALL VOTE**:
AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Mr. Labetti, Miss Lowe, Ms. Roseman, Dr. Stone, Ms. Viscomi NAYS: None ABSENT: Ms. Lewis
ABSTENTIONS: Ms. Roseman on 3156 Minutes of September 12, 2017; Dr. Stone on 3157, 4th item on list.

**VIII. HEARING OF THE PUBLIC-**None

**IX. OLD BUSINESS**

- Mrs. Pappagallo followed up on paperless Board meetings. The November 14th meeting will be a test for the initiative. Chromebooks will be provided for Board members and Mr. Christiano will be here for technology support. Paper Board Packets will still be delivered ahead of time. At this time we are just testing the meeting.
- Mr. Forest stated that in relation to Mr. Labetti's concern earlier about the minutes, he had spoken later in that meeting because it was not part of his vote.
- Ms. Roseman asked if anyone needed a ride to the NJSBA Workshop.
- Dr. Stone stated he looks forward to seeing everyone in Atlantic City for those attending.

**X. NEW BUSINESS -** None

**XI. ADJOURNMENT**
At 8:36 pm Mr. Ballard motioned, seconded by Ms. Viscomi, to adjourn

**VOICE VOTE**:
AYES: Mr. Ballard, Mr. Forest, Ms. Jones, Mr. Labetti, Miss Lowe, Ms. Roseman, Dr. Stone, Ms. Viscomi NAYS: None ABSTENTIONS: None ABSENT: Ms. Lewis

Respectfully submitted,

Debra Pappagallo
Business Administrator/Board Secretary