

**RED BANK REGIONAL HIGH SCHOOL
101 RIDGE ROAD
LITTLE SILVER, NEW JERSEY
MINUTES
MARCH 19, 2008**

NOTICE OF MONTHLY MEETING

There was a meeting of the Red Bank Regional High School Board of Education at 8:00 p.m. on Wednesday, March 19, 2008 in the board meeting room of the administration building, 101 Ridge Road, Little Silver, New Jersey. The Board met in closed session at 7:30 p.m.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

“Pursuant to Section 5 of the Open Public Meetings Act, notice of this meeting was advertised as directed by resolution adopted April 25, 2007. Notice of this meeting was published in the Asbury Park Press. Copies of the agenda for this meeting were also forwarded to the Borough Halls of Little Silver, Red Bank and Shrewsbury for posting.”

ROLL CALL OF MEMBERS

Roll call was taken and the following Board members were present: (7:35 p.m.)

Mr. John Garofalo
Mrs. Kim Honecker
Mr. Ronald Horton
Mr. Michael N. Megill
Mr. Leslie Taylor
Mrs. Grace Costa (arrived 7:45 pm)

Absent: Mrs. Emily A. Doherty, Mr. Frank Neary and Mr. Peter Roskowinski

Also in attendance were:

Dr. Edward D. Westervelt	Superintendent
Christina Galvao	Business Administrator/Board Secretary
Jim Stefankiewicz	Principal
Debra Pappagallo	Asst. Business Administrator/Asst. B.S.

Motion by Mr. Garofalo, seconded by Mr. Horton to go to executive session at 7:36 p.m.

Voice vote: ayes: Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Costa, Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 5; absent: 4; unanimously carried.

Mrs. Pappagallo was excused from closed session.

Mrs. Grace Costa arrived at 7:45 p.m.

EXECUTIVE SESSION

RECOMMENDED: That this Board of Education, Red Bank Regional High School, enter into executive session for discussion of personnel, student issues, negotiations, as well as other matters which require attorney/client privilege. The outcome of such discussions will be made public at the appropriate time.

Motion by Mrs. Garofalo, seconded by Mr. Megill to go to open session at 8:00 p.m.

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

OPEN SESSION

Public Hearing – Mrs. Galvao presented the 2008-2009 school budget.

1.0 PUBLIC COMMENT - None

2.0 SUPERINTENDENT'S REPORT

- Dr. Westervelt reported on the March 11, 2008 PAC meeting. There was discussion of making school rank optional.

2.1 PERSONNEL

2.1A One-On-One Instructional Aide for Visually Impaired Student Approval

Recommended that the Board of Education approve *Amy Wood* as a One-on-One Instructional Aide to Visually Impaired Student at the salary of \$24.37 per hour for 6.675 hours per day effective as of March 1, 2008.

Withdrawn by Dr. Westervelt.

2.1B One-On-One Instructional Aide for Special Needs Student Approval

Motion by Mr. Horton, seconded by Mr. Garofalo that the Board of Education approve *Patrick Tedeschi* as a One-on-One Instructional Aide for a Special Needs Student at the salary of \$24.37 per hour for 6.675 hours per day effective as of March 31, 2008 (to be paid by Wall Twp.).

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

2.1C In Lieu of Detention Tutoring Approval

Motion by Mr. Garofalo, seconded by Mr. Megill that the Board of Education approve the following staff as In-Lieu of Detention Tutors at the hourly rate of \$25.00 per hour.

Emma Betta *Christine Outwin*
Justin Biggs *Rose Powers*
Odilia Lligui

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

2.1D End of Course HSPA Biology Test Tutoring Approval

Motion by Mr. Horton, seconded by Mr. Garofalo that the Board of Education approve the following staff as End of Course HSPA Biology Test Tutors at the hourly rate of \$25.00 per hour.

Denise Barrett *Kristine Finck*
Sheri Borchers *Jennifer Morrissy*
Jennamarie DeVito *Sara Wiggins*

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

3.0 COMMUNICATIONS - None**4.0 COMMITTEE REPORTS/ MINUTES****4.1 Minutes of February 20, 2008**

Recommended that the Board of Education approve the minutes of the meeting held on February 20, 2008.

Mrs. Galvao withdrew motion - copies of minutes were not included in this meeting packet.

4.2 Minutes of March 5, 2008

Motion by Mr. Garofalo, seconded by Mrs. Costa that the Board of Education approve the minutes of the meeting held on March 5, 2008 (as corrected.)

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

5.0 **FINANCE AND SUPPORT SERVICES**

5.1 **Adoption of the Budget for School Years 2008-2009**

Motion by Mr. Garofalo, seconded by Mr. Horton that the Board of Education approves the following:

RESOLUTION OF THE RED BANK REGIONAL HIGH SCHOOL BOARD OF EDUCATION TO ADOPT A BUDGET FOR THE SCHOOL YEAR 2008-2009 TO BE VOTED ON AT THE ANNUAL SCHOOL ELECTION WHICH IS TO BE HELD ON TUESDAY, APRIL 15, 2008.

BE IT RESOLVED: That the Red Bank Regional High School Board of Education hereby adopts the final budget for the school year 2008-2009 as follows:

A.	General Fund	\$ 23,542,029	
	Amount to be raised by local taxes		\$ 17,255,435
B.	Special Revenue Fund	\$ 1,192,274	
C.	Debt Fund	\$ 774,729	
	Amount to be raised by local taxes		\$ 774,729

and, *BE IT FURTHER RESOLVED;* that the Board of Education hereby establishes a General Fund Maintenance Reserve Account and includes initial funding in the amount of \$250,000 within the General Fund budget for 2008-2009.

and *BE IT FURTHER RESOLVED;* that the Red Bank Regional High School Board of Education approves the following question for the Annual School Election:

RESOLVED: That there should be raised for General Funds \$17,255,435 for the ensuing School Year 2008-2009

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

5.2 Payment of Bills

Motion by Mr. Horton, seconded by Mr. Megill that the Board of Education approves the following:

RESOLVED: That the Red Bank Regional High School Board of Education approves the attached list of bills for payment for the period ending Wednesday, March 19, 2008 in the following appropriation accounts:

Fund	Description	Amount
11	General Current Expense	\$ 510,964.62
12	Capital Outlay	\$0.00
13	Special Schools	\$0.00
20	Special Revenue Funds	\$13,984.21
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
	Total Expenditures	\$ 524,948.83

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

5.3 2008-2009 Travel and Related Expense Reimbursement

Motion by Mr. Garofalo, seconded by Mr. Horton that the Board of Education approves the following:

WHEREAS, the Red Bank Regional Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.S.A. 18A:11-12 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$300 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

BE IT FURTHER RESOLVED, that the Red Bank Regional Board of Education

approves travel and related expense reimbursements in accordance with N.J.S.A. 18A:11-12, to a maximum expenditure of \$90,000 for all staff and board members.

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowsinski

Results: ayes: 6; absent: 3; unanimously carried.

5.4 Catherine E. Gahler Scholarship Award 2008-2009

Motion by Mrs. Honecker, seconded by Mrs. Costa that the Board of Education approves the following:

WHEREAS, the Red Bank Regional High School Board of Education has established a scholarship under the Last Will and Testament of Catherine E. Gahler; and

WHEREAS, the Catherine E. Gahler Scholarship Advisory Committee reviewed the recommendations of the Educational Advisor concerning the re-application of students presently receiving Catherine E. Gahler Scholarships at their meeting of March 4, 2008; and

WHEREAS, the Catherine E. Gahler Scholarship Advisory Committee recommended approval of renewal applicants for the 2008-2009 school year, as listed and upon finishing the school year with appropriate final annual cumulative grade point average;

<u>Student</u>	<u>Institution</u>	<u>Anticipated Scholarship Cost</u>
Samantha Sickels	Towson University	12,500.00
Andrea McCue	Rider University	12,500.00
Molly Shaw	Rowan University	12,500.00
Melissa Lauterwasser	Rider University	12,500.00
Laura Camargo	Rider University	12,500.00
Melissa Cooper	Rider University	12,500.00
Julisa Frazier	Lincoln University	12,500.00
Eli Goldman	TCNJ	12,500.00
Sean Noden	Rutgers University	12,500.00
Chelsey Slater	Montclair University	12,500.00
Siobhan Woods	Montclair University	12,500.00
Total Renewal Scholarships		\$ 137,500.00

and, *WHEREAS*, in addition to the review and approval of renewal applicants the Catherine E. Gahler Scholarship Committee interviewed 2 new candidates; and

WHEREAS, upon the recommendation of the Educational Advisor the following candidates have been approved to receive funding from the Catherine E. Gahler Scholarship, as stipulated, pending final approval by the Red Bank Regional High School Board of Education:

Student	<u>New Award</u>
Mary McMahon	\$15,000.00
Casey Riordan	\$15,000.00
Total Award	\$30,000.00

NOW, THEREFORE BE IT RESOLVED: That the Red Bank Regional High School Board of Education hereby awards the Catherine E. Gahler Scholarship leading to a Baccalaureate/Master’s degree and New Jersey certification in general elementary education, K-8, to the two new candidates, and renewal of scholarship applications for the 11 renewal applicants as recommended by the Scholarship Committee.

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

5.4a Catherine E. Gahler Scholarship Award 2008-2009 Reinstatement

Motion by Mr. Garofalo, seconded by Mr. Horton, that the Board of Education approves the reinstatement of the following applicant contingent on meeting the GPA requirement for the current school year.

Student	Institution	Scholarship Award
Stephanie Rogers	Georgian Court University	\$3,000
Renewal Scholarship		\$ 137,500.00
Reinstatement Scholarship		\$ 3,000.00
New Scholarship		<u>\$ 30,000.00</u>
Total Scholarship Award 2008-09		\$ 170,500.00

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

5.5 Travel – Employee

Motion Mr. Garofalo, seconded by Mr. Horton that the Board of Education approves the following employee travel requests:

Employee	Travel	Date	Amount
Christine Eberhard	Functional Movement Screening and Core Training Workshop Wayne, NJ	3/30/08	\$233.90
Peter Grandinetti	Perkins Technical Workshop East Brunswick	4/7/08	\$18.60
Louis Villano	Business Practice Firm Mercer County Community College	4/8 & 4/9/08	\$48.00
Christina Galvao	NJASBO Pension Workshop Mt. Laurel	4/10/08	\$136.00
Maryann Martin	Strengthening Teaching of Chemistry Concepts Cherry Hill, NJ	4/22/08	\$245.50
Maureen Kovach	Strengthening Your Geometry Program Newark	4/29/08	\$201.40
Jessica Roselli	Strengthening Your Geometry Program Newark	4/29/08	\$194.50
Jennifer Valentino	Strengthening Your Geometry Program Newark	4/29/08	\$194.50
Gilda Rogers	Managing Agencies of School Based Youth Service Programs Secaucus	5/8 & 5/9/08	\$311.00
Will Smith	AP Reading Louisville, KY	6/4 – 6/12/098	\$1,000.50
Edward Westervelt	NJASA/NJSPA Spring Conference Atlantic City	5/14-5/15/08	\$578.00
Sara Wiggins	NJPSA – NJ Biology End of Course Training Session Monroe Township	4/23/08	\$18.40
Susan Eads	F.A.C.S. Conference Robbinsville	5/1/08	\$9.00
Christina Galvao	NJASBO Conference Atlantic City	5/7-5/9/08	\$400.00

Attendance at stated function/purpose was previously approved by the Chief School Administrator as work related and within the scope of the work responsibilities of the attendee and attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent.

The Board finds the travel and related expenses particular to attendance at this previously approved function are necessary and that the travel is justified and therefore reimbursable.

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

5.6 Travel – Employee

Motion by Mr. Horton, seconded by Mr. Megill that the Board of Education approves the following employee travel requests:

Employee	Travel	Date	Amount
Dawn Lisko	MARS - Revised Nutley, NJ	5/4 – 5/9/08	\$450.00
Stacy Liss	Understanding & Treating Children and Adolescents in the Context of Their Families Piscataway, NJ	6/6/08	\$130.40
Patricia Joiner	NJA School Social Workers East Windsor	4/14/08	\$146.00
James Farley	IB – English A1 Atlanta, GA	7/8 – 7/10/08	\$1,700.00
Stanley Sculthorpe	TI –Nspire Calculus Greenville, SC	4/2 – 4/4/08	\$325.00

Attendance at stated function/purpose was previously approved by the Chief School Administrator as work related and within the scope of the work responsibilities of the attendee and attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent.

The Board finds the travel and related expenses particular to attendance at this previously approved function are necessary and that the travel is justified and therefore reimbursable.

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

5.7 Payment of Bills

Motion by Mr. Garofalo, seconded by Mr. Horton that the Board of Education approves the following:

RESOLVED: That the Red Bank Regional High School Board of Education approves the attached list of bills for payment for the period ending Wednesday, March 19, 2008 in the

following appropriation accounts:

Fund	Description	Amount
11	General Current Expense	\$ 127,310.10
12	Capital Outlay	\$2,591.76
13	Special Schools	\$0.00
20	Special Revenue Funds	\$23,892.50
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
	Total Expenditures	\$ 153,794.36

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

6.0 OLD BUSINESS

- Mr. Taylor collected Superintendent Evaluations and Self-Evaluations. Board will meet in executive session next meeting April 2, 2008 to review evaluations.

7.0 NEW BUSINESS

- Mr. Megill commented on the softball field repairs.
- Mrs. Honecker mentioned a parent's suggestion to add artwork in the entrance way.
- Mr. Garofalo suggested paperless board meetings.

8.0 PUBLIC COMMENT - None

9.0 EXECUTIVE SESSION

RECOMMENDED: That this Board of Education, Red Bank Regional High School, enter into executive session for discussion of personnel and negotiations; the outcome of such discussions will be made public at the appropriate time.

10.0 ADJOURNMENT

There being no other business to come before the Board, the motion to adjourn the meeting of March 19, 2008 was moved by Mrs. Honecker, seconded by Mrs. Costa, and upon voice vote results were:

Voice vote: ayes: Mrs. Costa, Mr. Garofalo, Mrs. Honecker, Mr. Horton, Mr. Megill, and Mr. Taylor; absent: Mrs. Doherty, Mr. Neary and Mr. Roskowinski

Results: ayes: 6; absent: 3; unanimously carried.

Adjourned: 9:30 p.m.

Respectfully submitted,

Christina M. Galvao
School Business Administrator/
Board Secretary