

RED BANK REGIONAL HIGH SCHOOL
101 RIDGE ROAD
LITTLE SILVER, NEW JERSEY
MINUTES
NOVEMBER 4, 2009

NOTICE OF MONTHLY MEETING

There will be a monthly meeting of the Red Bank Regional High School Board of Education at 8:00 p.m. on Wednesday, November 4, 2009 in the board meeting room of the administration building, 101 Ridge Road, Little Silver, New Jersey. The Board will meet for a 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 29, 2009. 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:

Mrs. Ann Ciabattoni
Mrs. Emily Doherty
Mr. John Garofalo
Mrs. Lisa Gilmour
Mrs. Kim Honecker

Absent: Mr. Raymond Costa, Mr. Ronald S. Horton, Mr. Michael N. Megill and Mr. Frank Neary

Also in attendance were:

Dr. Howard Lucks	Superintendent
Christina Galvao	Business Administrator/Board Secretary
Risa Clay	Acting Principal
Athena Cornell, Esq.	Board Attorney

EXECUTIVE SESSION

Motion by Mrs. Doherty, seconded by Mrs. Gilmour that this Board of Education, Red Bank Regional High School, enter into executive session for discussion of personnel, student issues, as well as other matters which require attorney/client privilege. The outcome of such discussions will be made public at the appropriate time.

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

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

Time being: 7:30 p.m.

OPEN SESSION

Motion that the Board of Education enter into open session.

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

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

Time being: 8:15 p.m.

PLEDGE OF ALLEGIANCE

Presentation of flowers to Emily Doherty for 26 years on the Red Bank Regional Board of Education.

1.0 PUBLIC COMMENT ON AGENDA ITEMS (Board Policy #9322)

- Marisol Mondaca, Source Counselor gave a presentation of teen pregnancy statistics..
- Allison Glaser, Planned Parenthood, discussed providing supplemental instruction for health classes. Curriculum committee will discuss.
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2.0 SUPERINTENDENT'S REPORT

2.1 Personnel – Motion by Mrs. Doherty, seconded by Mrs. Gilmour that the Board of Education approve the following items - A through E (Roll Call Vote)

2.1A Media Specialist Resignation

That the Board of Education approve the resignation of *Patricia Forsman*, Media Specialist Leave Replacement, effective December 23, 2009.

2.1B Small Learning Community Coordinator

That the Board of Education approve Robert Donohoe as Small Learning Community Coordinator at the stipend of \$10,000 effective 11/09/09 prorated.

2.1C Sixth Period Stipend

That the Board of Education approve an addition to the list of teachers receiving Sixth Period Stipend as per contact.

<u>Teacher</u>	<u>Dept.</u>	<u>Stipend</u>
Schleifman, Shari	Social Studies Leave Rep.	\$1,000

2.1D Extra-Work/Extra Pay Activities Advisors List (Additions)

That the Board of Education approve additions to the Extra-Work/Extra Pay Activities Advisors List.

<u>Activity</u>	<u>First</u>	<u>Last Name</u>	<u>Amount</u>
Small Learning Community Coordinator	<i>Robert</i>	<i>Donohoe</i>	\$10,000.00
Theatre Arts – Musical, Rehearsal & Performance Accompanist	Therese	Whelan	\$2,039.00

2.1E Leave Replacement

That the Board of Education approve *E. Gretchen O’Kane*, Math Teacher, Leave Replacement from November 9, 2009 through June 30, 2010, Step 1 BA \$44,100 prorated.

Roll call vote: ayes: Mrs. Ciabattoni, Mrs. Doherty, Mr. Garofalo, Mrs. Gilmour and Mrs. Honecker and; absent: Mr. Costa, Mr. Horton, Mr. Megill and Mr. Neary

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

Dr. Lucks – Asked the Board for permission to investigate starting a sailing club.

2.2 Quality Single Accountability Continuum (QSAC)

Motion by Mrs. Doherty, seconded by Mrs. Gilmour that the Board of Education approve the submission of the New Jersey Quality Single Accountability Continuum District Performance Reviews (DPR) for the 2006-2009 period as follows:

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

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

3.0 COMMUNICATIONS

4.0 MINUTES/COMMITTEE REPORTS:

4.1 Minutes of October 21, 2009

Motion by Mrs. Doherty, seconded by Mrs. Gilmour that the Board of Education approve the minutes of the meeting held on October 21, 2009.

Voice vote: ayes: Mrs. Ciabattoni, Mrs. Doherty, Mr. Garofalo and Mrs. Gilmour
abstain: Mrs. Honecker
absent: Mr. Costa, Mr. Horton, Mr. Megill and Mr. Neary

Results: ayes: 4; abstain: 1; absent: 4; motion carried.

4.2 Committees

Curriculum meeting scheduled for 11/11/09 at 5:00 p.m.

5.0 FINANCE

5.1 FINANCIAL REPORTS

Motion by Mrs. Doherty, seconded by Mrs. Gilmour that the Board of Education approve items 5.1A thru 5.C.

5.1A Line Item Transfers (Revenue and Expenditure)

WHEREAS; N.J.A.C. 6:20-2A.10 “Over expenditure of Funds” states “A district board of education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district board of education in the applicable line item pursuant to N.J.S.A. 18A:22-8.1 and 18A:22-8.2;”

NOW, THEREFORE, BE IT RESOLVED: That the following revenue and expenditure line item transfers for the period ended **September 30, 2009** revised per audit be approved as attached, and

BE IT FURTHER RESOLVED; that the line item transfers reflected on the State of New Jersey Monthly Transfer Report is hereby acknowledged as received and approved, as attached.

5.1B Financial Report of the Treasurer of School Funds

RESOLVED: That the Red Bank Regional High School Board of Education accepts the Financial Report of the Treasurer of School Funds for the period ended **September 30, 2009**.

5.1C Financial Report of the Board Secretary

BE IT RESOLVED: That the Red Bank Regional High School Board of Education accepts the Financial Report of the Board Secretary for the period ended **September 30, 2009**, as attached, and

BE IT FURTHER RESOLVED: That pursuant to N.J.A.C. 6:20-2A.10, the Board Secretary’s financial report (appropriations section) did not reflect an over-expenditure in any of the major accounts or funds, and based on the appropriation balances reflected in this report, and the advice of the School Business Administrator, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

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

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

5.2 FACILITIES GRANT PROJECTS

Motion by Mrs. Doherty, seconded by Mrs. Gilmour that the Board of Education approve items 5.2A – 5.2F.

5.2A Change Order #2R1 – Exterior Door Replacement & Toilet Room Renovation Project – Additional Master Station Intercom

That the Board of Education approve Hall Building Corporation's change order #2 for the Exterior Door Replacement & Toilet Room Renovation Project in the amount of \$3,817.80.

5.2B Change Order #3R1 – Exterior Door Replacement & Toilet Room Renovation Project – Valve Replacement

That the Board of Education approve Hall Building Corporation's change order #3 for the Exterior Door Replacement & Toilet Room Renovation Project in the amount of \$1,961.35.

5.2C New Project - Biology/Chemistry Lab

WHEREAS, the Red Bank Regional Board of Education has determined that there exists a need to convert a general instruction classroom to a Biology/Chemistry Lab, in order to meet state curriculum requirements; and

WHEREAS, The Gibson Tarquini Group has prepared a scope of project and determined the cost estimate to be approximately \$350,000 and

WHEREAS, the State of New Jersey has approved a third allocation of grant funding for school facilities grants for regular operating districts on a priority basis; and

THEREFORE, BE IT RESOLVED, that the Red Bank Regional Board of Education submit a project application to the Department of Education for the Conversion of a General Instruction Classroom to a Biology/Chemistry Lab.

5.2D New Project - Auditorium Renovations

WHEREAS, the Red Bank Regional Board of Education has determined that there exists a need to renovate the Auditorium; and

WHEREAS, The Gibson Tarquini Group has prepared a scope of project to include repainting and replacing seating and carpeting; and

WHEREAS, The Gibson Tarquini Group has determined the cost estimate to be approximately \$200,000 and

WHEREAS, the State of New Jersey has approved a third allocation of grant funding for school facilities grants for regular operating districts on a priority basis; and

THEREFORE, BE IT RESOLVED, that the Red Bank Regional Board of Education submit a project application to the Department of Education for the Auditorium Renovation.

5.2E New Project - Intercom and Phone Systems Replacement

WHEREAS, the Red Bank Regional Board of Education has determined that there exists a need to replace the existing intercom and phone systems; and

WHEREAS, The Gibson Tarquini Group has prepared a scope of project and determined the cost estimate to be approximately \$75,000 and

WHEREAS, the State of New Jersey has approved a third allocation of grant funding for school facilities grants for regular operating districts on a priority basis; and

THEREFORE, BE IT RESOLVED, that the Red Bank Regional Board of Education submit a project application to the Department of Education for the replacement of the Intercom and Phone Systems.

5.2F Project Application Architect Fees

That the Board of Education approve payment of professional fees for preparing project applications for facilities projects to Gibson Tarquini Group as follows:

Biology/Chemistry Lab	\$ 5,000
Auditorium Renovation	\$ 5,000
Intercom/Phone Systems	<u>\$ 2,000</u>
Total	\$12,000

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

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

5.3 GRANTS

Motion by Mrs. Gilmour, seconded by Mrs. Ciabattani that the Board of Education accept the Smaller Learning Communities Supplemental Grant in the amount of \$7,516 for the grant period of 2007-2012.

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

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

5.4 Travel – Employee

Motion by Mrs. Doherty, seconded by Mrs. Gilmour that the Board of Education approve the following employee travel requests:

Employee	Travel	Date	Amount
Stacy Liss	The Psychology of Resilience	11/19/09	\$159.00

	New Brunswick, NJ		
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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. Ciabattoni, Mrs. Doherty, Mr. Garofalo, Mrs. Gilmour and Mrs. Honecker and; absent: Mr. Costa, Mr. Horton, Mr. Megill and Mr. Neary

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

5.5 Field Trips

Motion by Mrs. Doherty, seconded by Mrs. Gilmour hat the Board of Education approve additional field trips for the 2009-2010 school year.

10/23/09	Super Foodtown	Self-Contained
10/31/09	All State Opera Paramus, NJ	Vocal Majors
11/11/09	Veteran's Memorial Broad St., Red Bank	Choir/Band
11/24/09	TCNJ Ewing, NJ	TSA
12/10/09	Manytown Forum Stockton State College	Diversity Council

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

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

5.6 Travel – Employee (additional)

Motion by Mrs. Ciabattoni, seconded by Mrs. Doherty that the Board of Education approve the following employee travel requests:

Employee	Travel	Date	Amount
Stacy Liss	Early Developmental Disorders Resulting from Abuse	12/10/09	\$159.00
Suzanne Keller	Early Developmental Disorders Resulting from Abuse	12/10/09	\$159.00

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. Ciabattoni, Mrs. Doherty, Mr. Garofalo, Mrs. Gilmour and Mrs. Honecker and; absent: Mr. Costa, Mr. Horton, Mr. Megill and Mr. Neary

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

5.7 Field Trips

Motion by Mrs. Ciabattoni, seconded by Mrs. Doherty that the Board of Education approve additional field trips for the 2009-2010 school year.

11/20/09	Rowan University Glassboro, NJ	Woodwind Majors
11/24/09	TCNJ Ewing, NJ	TSA
4/8/10	Two River Theater Co. Red Bank, NJ	IB English Students
12/17/09	Udvar-Hazy Air and Space Museum Chantilly, VA	PLTW

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

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

6.0 OLD BUSINESS - None

7.0 NEW BUSINESS

- Louis DalPra reported on fall sports.

8.0 PUBLIC COMMENT

- David Prown, Red Bank

9.0 EXECUTIVE SESSION

Motion by Mrs. Doherty, seconded by Mrs. Gilmour that the Board of Education, Red Bank Regional High School, return to executive session for discussion of personnel, student issues, as well as other matters which require attorney/client privilege. The

outcome of such discussions will be made public at the appropriate time.

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

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

Time being: 9:25 p.m.

10.0 ADJOURNMENT

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

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

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

Adjourned: 9:35 p.m.

Respectfully submitted,

Christina M. Galvao
School Business Administrator/Board Secretary