

**RED BANK REGIONAL HIGH SCHOOL
101 RIDGE ROAD
LITTLE SILVER, NEW JERSEY
REORGANIZATION MINUTES
MAY 4, 2011**

OPEN PUBLIC MEETINGS ACT

1.0 NOTICE

The reorganization/regular monthly meeting of the Red Bank Regional High School Board of Education will be held on Wednesday, May 4, 2011, in the board meeting room of the administration building at 101 Ridge Road, Little Silver, New Jersey. The Board will meet for a closed session at 7:00 p.m.

1.1 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 28, 2010. 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, Shrewsbury for posting."

1.2 OATH OF OFFICE

Mr. Anthony Sciarrillo, Board Attorney, administered the Oath of Office to the newly elected Board members representing the following constituent districts:

- John Garofalo Red Bank 3 year term
- Seth Rosen Little Silver 3 year term
- Frank A. Neary, Jr. Shrewsbury 3 year term

1.3 ROLL CALL OF MEMBERS

Roll call was taken and the following Board members were present:

Mrs. Ann Ciabattoni
Mr. Raymond Costa (arrived 7:15)
Mrs. Emily Doherty
Mr. John Garofalo
Mr. Ronald S. Horton
Mr. Randy Mendelson
Mr. Frank Neary
Mr. Seth Rosen

Absent: Mr. Michael Megill and Mr. Raymond Costa

Also in attendance were:

Jim Stefankiewicz	Superintendent
Christina Galvao	Business Administrator/Board Secretary
Risa Clay	Principal
Anthony Sciarrillo	Board Attorney

EXECUTIVE SESSION

Motion by Mrs. Doherty, seconded by Mr. Garofalo that this Board of Education, Red Bank Regional High School, enter into the board conference room for the 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.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson and Mr. Neary; absent: Mr. Costa and Mr. Megill

Results: ayes: 7; absent: 2; unanimously carried.

Time being: 7:02 p.m.

Raymond Costa arrived 7:15 p.m.

1.4 Chairman pro tem for election of President-Board Secretary

1.5 Nomination for the Office of President

The Board Secretary called for nominations for President.

Mr. Horton nominated Mr. Garofalo for President. Mr. Rosen seconded.

Roll Call Vote for President:

ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

John Garofalo was elected President of the Board of Education.

1.6 Nomination for the Office of Vice President

The President called for nominations for Vice-President of the Board of Education.

Mr. Neary nominated Mrs. Doherty for Vice President. Mr. Horton seconded.

Roll Call Vote for Vice President:

ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

Mr. Doherty was elected Vice President of the Board of Education.

1.7 Statement of School Election Results

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

RESOLVED: That the Red Bank Regional High School Board of Education accept the official results of the 2011 school election:

Little Silver	Yes	No	Candidate D'Alotto	Candidate Rosen	Candidate Koster
District 1	76	52	42	42	9
District 2	84	50	39	49	19
District 3	76	65	45	63	16
District 4	91	63	43	53	17
District 5	74	60	33	58	21
District 6	70	36	36	31	17
District 7	77	47	42	59	8
Absentees	7	6	3	4	1
Total	555	379	283	359	108

Red Bank	Yes	No	Candidate Garofalo
District 1	25	24	45
District 2	43	31	60
District 3	31	21	39
District 4	40	19	47
District 5	18	12	22
District 6	33	21	42
District 7	49	22	51
District 8	21	21	25
District 9	26	13	28
Absentees	4	5	6
Total	290	189	365

Shrewsbury	Yes	No	Candidate Neary
District 1	106	46	116
District 2	59	44	81
District 3	114	65	128
Absentees	4	3	6
Total	283	158	331

GRAND TOTALS	Yes	No
Little Silver	555	379
Red Bank	290	184
Shrewsbury	283	155
Total	1,128	726

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.8 Establishment of Annual Meeting Calendar 2011-2012

Motion by Mrs. Doherty, seconded by Mr. Neary that the Board of Education approve the following annual meeting calendar in accordance with the Chapter 231, P.L. 1975 (Open Public Meetings Act):

BE IT RESOLVED: That the Regular public meetings of the Red Bank Regional High School Board of Education will commence at 8:00 p.m. on the third Wednesday of each month, and Work/Board Action meetings will commence at 8:00 p.m. on the first Wednesday of each month, with exceptions noted. Closed Session meetings will commence at 7:00 p.m., and these meetings will be held in the Board Meeting Room of the Administration Building at 101 Ridge Road, Little Silver, New Jersey, as listed.

May 18, 2011	Regular
June 1, 2011	Workshop
*June 22, 2011	Regular
July 20, 2011	Regular
*August 24, 2011	Regular
September 7, 2011	Workshop
September 21, 2011	Regular
October 5, 2011	Workshop
October 19, 2011	Regular
November 2, 2011	Workshop
November 16, 2011	Regular
December 7, 2011	Workshop
December 21, 2011	Regular
January 18, 2012	Regular
February 1, 2012	Workshop
*February 22, 2012	Regular
March 7, 2012	Workshop
*March 28, 2012	Regular/Public Budget Hearing
April 18, 2012	Regular
May 2, 2012	Reorganization/Workshop

***Denotes change from regular schedule.**

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.9 Official Newspaper

Motion by Mrs. Doherty, seconded by Mr. Rosen that the Board of Education approve the following:

WHEREAS; the Red Bank Regional High School Board of Education deems it advisable to designate an official newspaper for the advertisement of all legal notices, effective May 4, 2011 and to serve until the next Reorganization meeting of the Regional Board,

NOW, THEREFORE, BE IT RESOLVED: That the Asbury Park Press be designated as official newspaper for the advertisement of all legal notices.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.10 Appointments

Motion by Mrs. Ciabattoni, seconded by Mr. Neary that the Board of Education approve the following appointments for the 2011-2012 school year:

a. Board Secretary	Christina M. Galvao
b. Assistant Board Secretary	Debra J. Pappagallo
c. Custodian of School Records	Christina M. Galvao
d. School Funds Investor	Christina M. Galvao
e. School Physician	Debra O'Brien
f. Affirmative Action Officer	Cheryl Washington
g. Gender Equity Officer	Cheryl Washington
h. 504 Officer	Dawn Kaszuba
1. Public Agency Compliance Officer	Christina M. Galvao
j. AHERA Representative	Christina M. Galvao
k. Right-to-Know Contact	Christina M. Galvao
l. IPM Coordinator	Manuel Pabon
m. Basic Skills Improvement Contact	Sona Polkowski
n. Basic Skills Improvement Representative	Sona Polkowski
o. Safety & Health Designee	Risa Clay
p. Chemical Hygiene Officer	Susan Zielinski
q. Indoor Air Quality Designee	Manuel Pabon
r. Substance Awareness Coordinator	Dawn Kaszuba

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton,

Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.11 Professional Services

Motion by Mr. Neary, seconded by Mrs. Doherty that the Board of Education approve the following professional services contracts for the 2011-2012 School Year:

- a. Board Attorney Anthony Sciarrillo, Lindabury, McCormick & Estabrook
Rate - \$160.00/hour
- b. School Auditor Hutchinson, Farrell, Meyer & Allison, P.A. Fee - \$35,600.00
- c. Insurance Agents Boynton & Boynton
Brown & Brown
- d. Bond Counsel McManimon & Scotland, LLC

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.12 Depository of School Funds (TABLED)

Motion by Mr. Mendelson, seconded by Mrs. Ciabattoni that the Board of Education tables the following:

WHEREAS; the Red Bank Regional High School Board of Education deems it advisable to designate a depository of all school funds, effective May 4, 2011 and to serve until the next Reorganization meeting,

NOW, THEREFORE, BE IT RESOLVED: That _____ be so designated, and

BE IT FURTHER RESOLVED: That additional depositories for investment purposes be designated as follows:

- Hudson Savings
- Bank of America
- TD Bank
- Investor Savings Bank

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.13 Authorize Account Signatures

Motion by Mrs. Doherty, seconded by Mr. Horton that the Board of Education approve the following:

RESOLVED: That the Red Bank Regional High School Board of Education hereby authorizes the

following signatures on the accounts maintained by the Board of Education:

Athletic Account	Building Principal Athletic Director
Cafeteria	School Business Administrator Building Principal
General Operating Account	Board President School Business Administrator Superintendent
Payroll	School Business Administrator Superintendent
Payroll Agency	School Business Administrator Superintendent
Petty Cash (Any one of the following:)	1. School Business Administrator 2. Assistant Board Secretary
Scholarship Fund	School Business Administrator
Student Activities	Building Principal Assistant Principal Dean of Students
Capital Projects Account	Board President School Business Administrator Superintendent

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.14 Establishment of Petty Cash Fund

Motion by Mr. Neary, seconded by Mrs. Ciabattoni that the Board of Education approve the following:

WHEREAS; N.J.S.A. 18A:19-13, Petty Cash Funds provides that "the provision of this chapter shall not prevent the establishment and operation by a board of education of petty cash funds, pursuant to rules of the state board," and

WHEREAS; N.J.A.C. 6:20-2.10, Petty Cash Fund provides that:

- (a) A district board of education may establish on July 1 of each year, or as needed, a petty cash fund or funds for the purpose of making immediate payments of comparatively small amounts, and
- (b) A district board of education establishing a petty cash fund shall:
 - 1. Indicate the amount or amounts authorized for each fund;
 - 2. Set the maximum expenditure which may be made from each fund;
 - 3. Designate an individual who will be responsible for the proper disposition of each fund;
 - 4. Establish the minimum time period in which the designated person shall report to the Board of Education on amounts disbursed from each fund; and
 - 5. Approve a voucher prepared by the Board Secretary to replenish each fund.

All unused petty cash funds are to be returned to the depository at the close of each fiscal year.

NOW, THEREFORE, BE IT RESOLVED: That the Red Bank Regional High School Board Secretary/School Business Administrator is hereby authorized to establish and be responsible for a petty cash fund in the amount of \$1,000.00 for the 2011-2012 School Year.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.15 Tax Revenues 2011-2012

Motion by Mr. Neary, seconded by Mrs. Doherty that the Board of Education approve the following:

RESOLVED: That the Red Bank Regional High School Board of Education requests taxes for the 2011-12 School Year from the Boroughs of Little Silver, Red Bank, and Shrewsbury in the amounts listed below in compliance with R.S. 54:4-75 payable on the first of each month:

<u>Month</u>	<u>Little Silver</u>	<u>Red Bank</u>	<u>Shrewsbury</u>
July	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
August	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
September	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
October	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
November	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
December	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
Sub-total	\$ 3,083,129.94	\$4,260,521.64	\$2,337,202.44
January	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74

February	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
March	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
April	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
May	\$ 513,854.99	\$ 710,086.94	\$ 389,533.74
June	\$ 513,854.98	\$ 710,086.89	\$ 389,533.76
Sub-total	\$ 3,083,129.93	\$4,260,521.59	\$2,337,202.46
Total	\$ 6,166,259.87	\$8,521,043.23	\$4,674,404.90

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.16 Authorization to Implement the 2011-2012 Budget

Motion by Mr. Neary, seconded by Mrs. Ciabattoni that the Board of Education approve the following:

RESOLVED: That the Red Bank Regional High School Board of Education hereby authorizes the Superintendent and School Business Administrator to implement the 2011-2012 Budget pursuant with local and state policies and regulations.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.17 Appointment of District Purchasing Agent

Motion by Mr. Horton, seconded by Mr. Mendelson that the Board of Education approve the following:

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 \$36,000 in the aggregate in a contract year may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS; 18A:18A-37c provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$5,400) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, that the Red Bank Regional Board of Education, pursuant to the statutes cited above hereby appoints Christina M. Galvao, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity

of the Red Bank Regional Board of Education, and

BE IT FURTHER RESOLVED that Christina M. Galvao is hereby authorized to award contracts on behalf of the Red Bank Regional Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$5,400) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED Christina M. Galvao is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Red Bank Regional Board of Education when contracts in the aggregate exceed 15% of the bid threshold (currently \$5,400) but are less than the bid threshold of \$36,000.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.18 Authorize of Chart of Accounts

Motion by Mr. Neary, seconded by Mrs. Doherty that the Board of Education authorize the use of the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2011-2012 School Year.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.19 Approve Delegate Representatives

Motion by Mr. Horton, seconded by Mr. Neary that the Board of Education approve the following Board member(s) as Delegate Representative from the Board of Education:

<u>Association</u>	<u>Board Member</u>
Monmouth County School Boards Association Delegate	Emily Doherty
New Jersey School Boards Association Delegate	Emily Doherty

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.20 Adoption of School Policies

Motion by Mrs. Doherty, seconded by Mr. Horton that the Board of Education approve the following:

BE IT RESOLVED: That the Red Bank Regional High School Board of Education re-adopt the Board

Policies.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.21 Employee Assistance Program (EAP)

Motion by Mr. Neary, seconded by Mrs. Ciabattoni that the Board of Education approve the following:

RECOMMEND: That the Red Bank Regional High School Board of Education approve the renewal of the contract with the CPC Behavioral Healthcare for participation in the Employee Assistance Program for the period July 1, 2011 through June 30, 2012 for a cost of \$3,450.00.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.22 Adoption of Tax Shelter Annuity Providers – 403b

Motion by Mr. Horton, seconded by Mrs. Doherty that the Board of Education adopt the following list of Tax Shelter Annuity (403b) providers:

AXA Equitable
Siracusa Benefits
Metlife
Vanguard

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.23 Adoption of Curriculum Schedule

Motion by Mr. Horton, seconded by Mrs. Doherty that the Board of Education adopt the curriculum schedule (attachment).

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.24 Adoption of Textbook Schedule

Motion by Mrs. Doherty, seconded Mr. Neary that the Board of Education adopt the textbook schedule (attachment).

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.25 Adoption of Multi-Year Plans

Motion by Mr. Neary, seconded by Mrs. Doherty that the Board of Education adopt the following multi-year plans:

Long Range Facility Plan (LRFP)	2008-2012
Comprehensive Maintenance Plan	2010-2012
Technology Plan	2010-2013
Professional Development/Teacher Mentor Plan	2008-2011

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.26 Appointment of Extraordinary Unspeciable Services (EUS)

Motion by Mr. Horton, seconded by Mrs. Doherty that the Board of Education approve the following services/programs:

ACES	Electricity and Natural Gas
ACT	Telecommunications
ED DATA	Supplies, Trades, Services
Monmouth-Ocean Educational Services Commission	Services
Middlesex Regional Educational Services Commission	Supplies, Services
NJ School Boards Association Insurance Group	Insurance
On-Tech	E-Rate

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.27 State Contract Purchasing Authorization

Motion by Mr. Neary, seconded by Mrs. Doherty that the Board of Education authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.28 2011-2012 Travel and Related Expense Reimbursement

Motion by Mrs. Doherty, seconded by Mr. Rosen that the Board of Education authorize 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.A.C. 6A:23B-1.1 et seq. 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 \$1,000 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.A.C. 6A:23B-1-2(b), to a maximum expenditure of \$90,000 for all staff and board members.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

1.29 Reaffirmation of New Jersey School Board Code of Ethics

RESOLVED: that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Red Bank Regional Board of Education:

CODE OF ETHICS

- *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.*
- *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.*
- *I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.*
- *I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.*

- *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.*
- *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.*
- *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.*
- *I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.*
- *I will support and protect school personnel in proper performance of their duties.*
- *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.*

ACKNOWLEDGEMENT OF RECEIPT OF CODE OF ETHICS FOR SCHOOL BOARD MEMBERS. *(The Business Administrator distributed the receipt at the meeting for signatures.)*

The Board will proceed with the regular monthly meeting.

Time: 8:30 p.m.

**RED BANK REGIONAL HIGH SCHOOL
BOARD OF EDUCATION
101 RIDGE ROAD
LITTLE SILVER, NEW JERSEY
REGULAR MEETING MINUTES
MAY 4, 2011**

CONTINUE FROM REORGANIZATION AGENDA

Start time: 8:30 p.m.

PRESENTATIONS/COMMENDATIONS

1.0 PUBLIC COMMENT ON AGENDA ITEMS (Board Policy #9322 – Public and Executive Sessions) – None

2.0 SUPERINTENDENT’S REPORT

Mr. Stefankiewicz noted the following:

- National Teacher Appreciation Week

- Education Foundation awarded MAC Lab for Media Center
- Alumni Luncheon, Friday, April 29th
- Count Basie Awards, May 25th

Motion by Mr. Neary, seconded by Mrs. Doherty that the Board of Education approve the following items 2.1 through 2.11 (Roll Call Vote)

PERSONNEL

2.1 Tenure Recommendations

Recommended that the Board of Education approve the following staff members for tenure:

<u>Employee</u>	<u>Department</u>	<u>Date of Hire</u>	<u>Tenure Date</u>
Alma Blair	World Language (French) Teacher	9/1/2008	9/1/2011
Christopher Desiere	Guidance Counselor	9/1/2008	9/1/2011
Darlene Fenick	Basic Skills, Teacher	9/1/2008	9/1/2011
Cherise Krug	English, Teacher	9/1/2008	9/1/2011
Yngrid Scanlon	World Language, (Spanish) Teacher	9/1/2008	9/1/2011
Archangelo Soldi	Vocational Technical, Teacher	9/1/2008	9/1/2011
Angela Spiegel	Mathematics, Teacher	9/1/2008	9/1/2011
James Young	Business, Teacher	9/1/2008	9/1/2011

2.2 Re-employment of Tenurable Personnel 2011-2012

That the Board of Education approve for reemployment for the school year 2011-2012 the Tenurable Personnel as shown on list "B" attached.

2.3 Re-employment of Non-Tenured Personnel 2011-2012

That the Board of Education approve for reemployment for the school year 2011- 2012 the Non-Tenured Personnel as shown on list "C" attached.

2.4 Re-employment of Non-Tenurable Personnel 2011-2012

That the Board of Education approve for reemployment for the school year 2011-2012 the Non-Tenurable Personnel as shown on list "D" attached.

2.5 Re-employment of Non-Aligned Personnel 2011-2012

That the Board of Education approve for reemployment for the school year 2011-2012 the Non-Aligned Personnel as shown on list "E" attached.

2.6 Non-Renewal of Staff

That the Board of Education approve non-renewal of staff for the 2011-2012 school year as shown on list "F" attached.:

2.7 Mathematics Teacher (Leave Replacement)

That the Board of Education approve *Nichelle Glasner* as a long-term mathematics teacher effective May 5, 2011 at the per diem rate of \$226.50 (\$45,300 -BA-1) for the remainder of the 2010-2011 school year.

2.8 Extra-Work/Extra-Pay Activities (Addition) 2010-2011

That the Board of Education approve an addition to the Extra-Work/Extra-Pay Activities Advisors 2010-2011 list (see attached).

OPERATIONAL

2.9 Summer School Program 2011

That the Board of Education approve the Summer School Program 2011 to run from July 5 through August 8, 2011 from 7:30 a.m. to 12:30 p.m.

COMPLIANCE

2.10 Fire Drill

That the Board of Education approve the attached Fire Drill Report.

2.11 Suspension Report

That the Board of Education approve the attached Suspension Report.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

3.0 COMMUNICATIONS

- Letter from Governor Christie
- Letter from Maureen Kovach

4.0 GOVERNANCE:

4.1 Minutes of April 13, 2011

Motion by Mrs. Doherty, seconded by Mr. Horton that the Board of Education approve the minutes of the meeting held on April 13, 2011.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

4.2 Committees

Finance Committee Meeting scheduled for May 3, 2011. Mr. Neary reported.
Negotiations Committee Meeting scheduled for May 19, 2011.

5.0 FINANCE

Motion by Mrs. Doherty, seconded by Mr. Horton that the Board of Education approve items 5.1 thru 5.9.

5.1 Line Item Transfers (Revenue and Expenditure)

That the Board of Education approve the following:

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 attached revenue and expenditure line item transfers for the period ended **March 31, 2011** 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.

5.2 Financial Report of the Board Secretary

That the Board of Education approve the following:

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 **March 31, 2011**, 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.

5.3 Financial Report of the Treasurer of School Funds

That the Board of Education approve the following:

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 **March 31, 2011**.

5.4 Field Trips

That the Board of Education approve *additional* field trips for the 2010-2011 school year.

Date:	April 28 – May 1, 2011
Leave:	6:00 am
Return:	9:00 pm
Group:	Concert Choir
Purpose:	Competition/Music Festival
Destination:	Gatlinburg, TN

Teacher:	Kris Zook
Student # Chaperone #	33 students - 9 Chaperones
Transportation Cost:	Student Activities - \$750.00 ea
Fees:	Student Activities

Date:	May 27, 2011
Leave:	9:00 am
Return:	10:00 pm
Group:	RBR Chamber Orchestra
Purpose:	Music Festival
Destination:	Monroe H.S. for Performance then to Great Adventure
Teacher:	Jeffrey Boga
Student # Chaperone #	20 students - 3 Chaperones
Transportation Cost:	\$520.00 – Music Department Account
Fees:	\$47.50 – Student Activity Account

5.5 NJ Clean Energy Audit

That the Board of Education approve the following resolution:

WHEREAS, the Red Bank Regional Board of Education has submitted an application for participation in the Local Government Energy Audit Program of New Jersey Board of Public Utilities, and,

WHEREAS, the Red Bank Regional Board of Education may, by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and;

WHEREAS, a Request for Proposals was issued under State Contract #T2545 and five proposals were received and evaluated, with Concord Engineering Group being recommended as the most advantageous, price and other factors considered;

NOW, THEREFORE, BE IT RESOLVED, that upon notice of the New Jersey Office of Clean Energy, the Red Bank Regional Board of Education herewith accepts the award of a grant to conduct an energy audit in the amount of \$21,215, and,

BE IT FURTHER RESOLVED that the Red Bank Regional Board of Education has received Notice of Award from the Office of Clean Energy and that Christina Galvao, School Business Administrator, is authorized to enter into a contract with Concord Engineering Group pursuant to the proposal received for said services.

5.6 Professional Service – Engineer

That the Board of Education award the professional services contract for the design of the Outdoor Track Project to M. Disko Associates for 7.71% of the low contract bid.

5.7 Accept and Award of Bids for Auditorium Renovation Project

Recommended that the Board of Education approve the following resolution:

WHEREAS, on Wednesday, April 27, 2011 at 11:00 a.m. the Red Bank Regional Board of Education conducted a public bid opening for the award of the Auditorium Renovation Project which yielded the following for consideration:

Contractors	Rocon Contracting, Inc.	Apex Enterprises of Union, Inc.	McCauley Construction Co., Inc.	3R Painting & Contracting Inc.	Salazar & Associates	Straight Edge Construction Inc.	GPC. Inc.	Catel Inc.
Base Bid	\$227,462	\$223,000	\$194,000	\$228,450	\$239,900	\$163,888	\$197,300	\$191,344
Alternate No. 1 Sound Reflective Panels	\$ 38,934	\$ 58,000	\$ 56,000	No Bid	\$ 57,480	\$ 51,250	\$ 35,900	\$ 51,000
Alternate No. 2 Tired Section Seating w/salvaged Seating	\$ 82,936	\$ 64,000	\$ 60,000	\$ 52,000	\$ 67,900	\$ 58,274	\$ 55,400	\$ 51,000
Alternate No. 3 Remaining Seats in Main Auditorium	\$ 74,643	\$ 23,000	\$ 48,000	\$ 40,000	\$ 50,900	\$ 42,820	\$ 44,100	\$ 34,650
Alternate No. 4 Electrical Trenchduct	\$ 19,430	\$ 23,000	\$ 12,000	\$ 15,000	\$ 2,400	\$ 14,000	\$ 14,000	\$ 26,500

WHEREAS, the results were reviewed by the architect, Gibson Tarquini Group and the Board Attorney; and

THEREFORE, BE IT RESOLVED, that the Red Bank Regional High School Board of Education hereby awards the following base bid and alternate for the Auditorium Renovation Project to the lowest qualified bidder, Straight Edge Construction, Inc. in the amount of \$206,708.

Base Bid	\$163,888
Alternate No. 3	\$ 42,820
Total Award	\$206,708

5.8 Use of Facilities

Recommend that the Board of Education approve the following use of facilities application:

- Varsity Wrestling Team/ Field House, Sunday, 6/5/11,
JV Bucs 7:00 am – 4:00 pm

5.9 Advertise for Bids

That the Board of Education approve advertising for bids for the Garbage/Recycling Cooperative Contract.

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

6.0 OLD BUSINESS - None

7.0 NEW BUSINESS

- Mr. Horton questioned placement of bleachers on certain fields.

8.0 PUBLIC COMMENT - None

9.0 ADJOURNMENT

There being no other business to come before the Board a motion to adjourn the meeting was moved by Mrs. Doherty, seconded by Mr. Norton and upon the results were:

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton, Mr. Mendelson, Mr. Neary and Mr. Rosen; absent: Mr. Megill

Results: ayes: 8; absent: 1; unanimously carried.

Time being: 9:12 p.m.

Respectfully submitted,

Christina M. Galvao
School Business Administrator/Board Secretary