

**RED BANK REGIONAL HIGH SCHOOL
BOARD OF EDUCATION
101 RIDGE ROAD
LITTLE SILVER, NEW JERSEY
MINUTES
JUNE 22, 2011**

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, June 22, 2011 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 7:00 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 May 4, 2011. 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
Mr. Raymond Costa
Mrs. Emily Doherty
Mr. John Garofalo
Mr. Ronald S. Horton
Mr. Michael Megill
Mr. Randy Mendelson
Mr. Frank Neary
Mr. Seth Rosen

Also in attendance were:

Jim Stefankiewicz	Superintendent
Christina Galvao	Business Administrator/Board Secretary
Risa Clay	Principal
Athena Cornell	Board Attorney

EXECUTIVE SESSION

Motion by Mrs. Doherty, seconded by Mr. Megill 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, Mr. Costa, Mrs. Doherty, Mr. Garofalo, Mr. Horton Mr. Megill, Mr. Mendelson, Mr. Neary and Mr. Rosen

Results: ayes: 9; unanimously carried.

Time being: 7:00 p.m.

OPEN SESSION

Motion by Mrs. Doherty, seconded by Mr. Megill that the Board of Education to move to open session.

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

Results: ayes: 9; unanimously carried.

Time being: 8:00 p.m.

PLEDGE OF ALLEGIANCE**PRESENTATIONS/COMMENDATIONS**

- *William Smith*, Assistant Principal – Handbook Changes 2011-2012 School Year. Committee consisted of staff parents administrators and students. Focus was on cell phone use and tardiness. Discussion of revisions and consequences and Saturday detention.
- *April Chichelo*, Relay for Life Coordinator

1.0 PUBLIC COMMENT ON AGENDA ITEMS (Board Policy #9322 – Public and Executive Sessions)

- William Brooks, Red Bank, suggested RBR start a Surf Team

2.0 SUPERINTENDENT'S REPORT

Motion by Mrs. Doherty, seconded by Mr. Neary that the Board of Education approve the following items 2.1 through 2.22. (Roll Call Vote)

PERSONNEL**2.1 Extra-Work/Extra-Pay 2010-2011 (Additions)**

That the Board of Education approve additions to the Extra-Work/Extra-Pay 2010-2011 list.

Activity	First	Last	Amount	Department	Funding
Freshman Academy Lead Teacher	Jennifer	Kanuga	\$1,000.00	English Department	SLC Grant Funded
CPR-Recertification of Coaches	Kim	Homefield	\$50.00	Phys. Ed	Safety Grant
CPR-Recertification of Coaches	Christina	Emrich	\$50.00	Phys. Ed	Safety Grant
CPR-Recertification of Coaches	Scott	Ferris	\$50.00	Phys. Ed	Safety Grant
CPR-Recertification of Coaches	Nicholas	Ciambrone	\$50.00	Phys. Ed	Safety Grant

2.2 Extra-Work/Extra-Pay Coaches 2011-2012 (Additions)

That the Board of Education approve additions Extra-Work/Extra Pay Coaches for the 2011-2012 school year.

First	Last	Position	Salary>(*Pending Negotiations)
Christina	Emrich	Assistant Athletic Director – Fall	\$2,362.00*
Jill	Maline	Cheerleading Assistant Coach – Fall	\$1,240.00*
Scott	Martin	Conditioning Club – fall	\$1,705.00*
Christopher	Desiere	Cross-Country Boys Assistant Coach	\$5,315.00*
Tiffany	Kaszuba	Field Hockey Assistant Coach	\$5,315.00*
Laura	Depko	Field Hockey Assistant Coach	\$5,315.00*
Kate	Celmer	Field Hockey Head Coach	\$7,086.00*
Nicholas	Giglio	Football Head Coach	\$8,031.00*
Ryan	Sherman	Soccer Boys’ Assistant Coach	\$5,315.00*
Ashley	Shulte	Soccer Girls’ Assistant Coach	\$5,315.00*

2.3 Summer School 2011 Extra-Work/Extra-Pay Approvals (Additions)

That the Board of Education approve Summer School 2011 staff.

<u>NAME</u>	<u>COURSE</u>	<u>TOTAL HOURS</u>	<u>SALARY</u>	<u>GRANT/LOCAL</u>
Scanlon Yngrid	Spanish 3	120	\$3,300.00	

2.4 Extra-Work/Extra-Pay Activity Advisors 2011-2012

That the Board of Education approve an addition to the Extra-Work/Extra-Pay 2011-2011 list (see attachment D).

2.5 Chinese Teacher Approval

That the Board of Education approve *Matthew Horvath* as a Chinese Teacher (3/5 time) at the salary of \$28,122* (BA15-2 prorated)(*pending negotiations) effective September 1, 2011 for the 2011-2012 school year.

2.6 Special Education Teacher Approval

That the Board of Education approve *Stacy Schuff* as a Special Education Teacher at the salary of \$56,175* (MA-8)(*pending negotiations) effective September 1, 2011 for the 2011-2012 school year.

2.7 Chemistry Teacher Approval

That the Board of Education approve *Johnathan McVeigh* as a Chemistry Teacher at the salary of \$46,175* (BA15-1)(*pending negotiations) effective September 1, 2011 for the 2011-2012 school year.

2.8 Tenure Recommendation

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

<u>Employee</u>	<u>Department</u>	<u>Date of Hire</u>	<u>Tenure Date</u>
Louis DalPra	Supervisor – Athletic Director	8/1/2008	8/1/2011

2.9 Rehire Tenurable Administrative Staff

That the Board of Education approve the rehire of tenurable administrative staff (see attached List E).

2.10 Supervisor of Social Studies, World Language, SLC Coordinator Approval

That the Board of Education approve *Robert Donohoe* as Supervisor of Social Studies, World Language, SLC Coordinator effective July 1, 2011 at the salary to be negotiated for the 2011-2012 school year.

2.11 Graduate Tuition Reimbursement Payment

That the Board of Education approve tuition reimbursement payment for the following staff members, under the provisions of the RBREA contract:

- *Suzanne Keller*, SOURCE Coordinator, for 3 credits taken at Montclair State University

2.12 Reimbursement

That the Board of Education approve reimbursement of mentoring fees to *William Smith*, Assistant Principal as follows:

\$2,300 at end of year one and \$1,000 at end of year two of program.

2.13 AVID Tutors 2010-2011 (Addition)

That the Board of Education approve an addition to the 2010-2011 AVID Tutors (see attached List F)

2.14 Curriculum Writing Approval 2011-2012

That the Board of Education approve Curriculum Writing 2011-2012 for staff (see attached List G)

2.15 Professional Development Approval Summer 2011

That the Board of Education approve Professional Development Summer 2011 for staff (see attached List H)

2.16 Deduction in Salary

That the Board of Education approve the deduction of four days salary at the per diem rate for *Rose Davis*.

OPERATIONAL

2.17. ELL Summer Program

That the Board of Education approve the *ELL Summer Program* from July 5-29, 2011 from 8:30 a.m. -12:30 p.m. Monday through Friday

COMPLIANCE**2.18. 2011-2012 District Professional Development Plan**

That the Board of Education approve the 2011-2012 District Professional Development Plan (see attachment I)

2.19. Suspension Report

That the Board of Education approve the attached Suspension Report.

2.20. Security Drill

That the Board of Education approve the Security Drill Record (see attachment).

SPECIAL EDUCATION**2.21 Out-of-District Placements 2011-2012 – Extended School Year**

Recommended that the Board of Education approve the following out-of-district placements for the extended school year upon the recommendation of the Child Study Team/Guidance Dept:

<u>Student ID#</u>	<u>DOB</u>	<u>Class.</u>	<u>Placement</u>	<u>Annual Tuition</u>	<u>Date</u>
21290	7/14/93	Autistic	Center of Vocational Rehabilitation, Eatontown, NJ	\$1,425	7/6-8/5/11
29002	6/19/91	Autistic	Jet Program Wickatunk	\$3,450	6/27-8/19/11

2.22 Summer School 2011 Revised

That the Board of Education approve a revision in the Summer School 2011 (see attached).

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa,(except 2.1 & 2.4) Mrs. Doherty, Mr. Garofalo, Mr. Horton Mr. Megill, Mr. Mendelson, Mr. Neary and Mr. Rosen

Results: ayes: 9; unanimously carried.

3.0 COMMUNICATIONS

- Letter from Department of Education confirming district's designation as high performing based on final QSAC review.
- Letter from Board Attorney regarding criminal background checks for board members.
- Mr. Neary requested that a resolution be added to July 20, 2011 board agenda to reimburse board members for fingerprinting/background check costs.

4.0 GOVERNANCE:

4.1 Minutes of June 1, 2011

Motion by Mrs. Doherty, seconded by Mr. Megill that the Board of Education approve the minutes of the meeting held on June 1, 2011.

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

Results: ayes: 9; unanimously carried.

4.2 Committees

- Negotiations committee met June 13, 2011. Mrs. Doherty reported in closed executive section.
- Curriculum Committee met June 21, 2011 Mrs. Doherty reported.
- Building & Grounds met June 22, 2011 at 6:00 pm. Mr. Neary reported.

5.0 FINANCE

Motion by Mrs. Doherty, seconded by Mr. Megill that the Board of Education approve items 5.1 thru 5.18.

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 **May 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 **May 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 **May 31, 2011.**

5.4 **Payment of Bills**

Recommended that the Board of Education approve 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, June 22 2011, in the following appropriation accounts:

Fund	Description	Amount
10	General Fund	\$1,588,476.48
20	Special Revenue Funds	\$ 128,157.56
30	Capital Projects Fund	\$ 7,582.57
40	Debt Service Fund	00.00
	Total Expenditures	\$1,724,216.61

5.5 **End of Year Bill List**

Recommended that the Board of Education authorize Mrs. Galvao, School Business Administrator/Board Secretary, to prepare a supplemental bill list on June 30, 2011, to pay any outstanding invoices for the 2010-2011 school year to be approved at the next Board meeting.

5.6 **Maintenance Reserve Transfer**

Recommend that the Board of Education approve the following:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit the Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Red Bank Regional Board of Education wishes to deposit anticipated excess current revenues and/or unexpended appropriations into a Maintenance Reserve account at year end, and

WHEREAS, the Red Bank Regional Board of Education has determined that up to \$400,000 is available for such purposes to transfer,

NOW THEREFORE BE IT RESOLVED, by the Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

5.7 Capital Reserve Transfer

Recommend that the Board of Education approve the following:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit the Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Red Bank Regional Board of Education wishes to deposit anticipated excess current revenues and/or unexpended appropriations into a Capital Reserve account at year end, and

WHEREAS, the Red Bank Regional Board of Education has determined that up to \$100,000 is available for such purposes to transfer,

NOW THEREFORE BE IT RESOLVED by the Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

5.8 Depository of School Funds

Recommended that the Board of Education approve the following:

WHEREAS; the Red Bank Regional High School Board of Education deems it advisable to designate a depository of all school funds, effective June 22, 2011 and to serve until the next Reorganization meeting,

NOW, THEREFORE, BE IT RESOLVED: That TD Bank 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

5.9 Change Order #1 – Exterior Door Project

That the Board of Education approve Altec Building Systems Corporation change order #1 for Exterior Door Project in the amount of \$3,500.00.

5.10 Final Payment – Altec Building Systems Corporation

That the Board of Education approve final payment for the Exterior Door Project in the amount of \$5,800.00 to Altec Building Systems Corporation.

5.11 Parental Transportation Contracts – 2011-2012

Recommended that the Board of Education approve the following parental transportation contracts for July 2011 through June 2012:

David & Samantha Viscomi in the amount of \$20,591.43 to transport their child every school day to Schroth School, 1701 Kneeley Boulevard, Wanamassa, NJ 07712 during the 2011-2012 school year.

Charles & Linda Jones in the amount of \$5,061.50 to transport their child every school day to Red Bank Regional High School during the 2011-2012 school year.

5.12 Professional Development– Employee

That the Board of Education approve the following employee professional development requests:

Employee	Travel	Date	Amount	Account
David Driscoll	IB Training - Classical Languages Houston, TX	10/8-10/11/11	\$1,700.00	

5.13 Field Trips

That the Board of Education approve field trips for the 2011-2012 school year.

Date:	July 13, 2011
Leave:	9:30 am
Return:	11:00 am
Group:	Self Contained, Cognitively Impaired
Purpose:	Social Skills, Life Skills
Destination:	Foodtown
Teacher:	Britt Waltsak-Gill
Student # Chaperone #	15 students – 8 chaperones
Transportation Cost:	\$202.46 – IDEA Grant
Fees:	None

Date:	July 20, 2011
Leave:	9:30 am
Return:	11:00 am
Group:	Self Contained, Cognitively Impaired
Purpose:	Social Skills, Life Skills
Destination:	Foodtown
Teacher:	Britt Waltsak-Gill
Student # Chaperone #	15 students – 8 chaperones
Transportation Cost:	\$202.46 – IDEA Grant
Fees:	None

Date:	July 26, 2011
Leave:	9:30 am
Return:	11:30 am
Group:	Self Contained, Cognitively Impaired
Purpose:	Social Skills, Life Skills
Destination:	Monmouth County Park System
Teacher:	Britt Waltsak-Gill
Student # Chaperone #	15 students – 8 chaperones
Transportation Cost:	\$202.46 – IDEA Grant
Fees:	None

Date:	August 3, 2011
Leave:	9:30 am
Return:	11:30 am
Group:	Self Contained, Cognitively Impaired
Purpose:	Social Skills, Life Skills
Destination:	Foodtown
Teacher:	Britt Waltsak-Gill
Student # Chaperone #	15 students – 8 chaperones
Transportation Cost:	\$202.46 – IDEA Grant
Fees:	None

5.14 Out-of-Country Field Trip

That the Board of Education approve the following Out-of-Country trip for the 2011-2012 school year.

Date:	April 5, 2012 – April 13, 2012
Leave:	3:30 pm
Return:	2:00 pm
Group:	TBD
Purpose:	Culture
Destination:	Paris, France
Teacher:	Jacey Greider

Project to the lowest qualified bidder, Fiore Paving Co., Inc .in the amount of \$392,925.00.

Base Bid	\$147,140.00
Alternates (2 & 3)	<u>\$245,785.00</u>
Total Award	\$392,925.00

5.18 Summer Projects

That the Board of Education authorize the School Business Administrator to approve the following purchases:

1. Media Center Furniture
2. Sign
3. Stage Curtains

Roll Call Vote: ayes: Mrs. Ciabattoni, Mr. Costa (except 5.2, 5.3 and 5.12), Mrs. Doherty, Mr. Garofalo, Mr. Horton Mr. Megill, Mr. Mendelson, Mr. Neary and Mr. Rosen

Results: ayes: 9; unanimously carried.

6.0 OLD BUSINESS - None

7.0 NEW BUSINESS

- Anti-Bullying Training Board Members

8.0 PUBLIC COMMENT - None

Mr. Neary left at 10:00 pm.

9.0 EXECUTIVE SESSION

Motion by Mrs. Ciabattoni, seconded by Mr. Megill 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.

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

Results: ayes: 9; unanimously carried.

Time being: 10:00 p.m.

9.0 ADJOURNMENT

There being no other business to come before the Board a motion to adjourn the meeting

was moved by Mr. Rosen, seconded by Mr. Megill and upon the results were:

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

Results: ayes: 9; unanimously carried.

Time being: 10:08 p.m.

Respectfully submitted,

Christina M. Galvao
School Business Administrator/Board Secretary