

**RED BANK REGIONAL HIGH SCHOOL  
BOARD OF EDUCATION  
101 RIDGE ROAD  
LITTLE SILVER, NEW JERSEY  
MINUTES  
MARCH 15, 2023**

**NOTICE OF MONTHLY MEETING**

There will be a monthly meeting of the Red Bank Regional High School Board of Education on Wednesday, **March 15, 2023** in the *Red Bank Regional High School Building*, at 101 Ridge Road, Little Silver, New Jersey. The Board will meet for an executive session at 6:30 p.m. followed by a public 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 January 4, 2023. 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 - 6:33pm**

Mrs. Emily Doherty, Mrs. Tara Gibb, Mrs. Jennifer Lipp, Dr. Randy Mendelson,  
Mr. Patrick Noble, Mr. John Venino Mr. John Garofalo, Mr. Scott McBride  
*Absent:* Mrs. Memone Crystian

Also in attendance:

Dr. Louis Moore, Superintendent  
Debra Pappagallo, School Business Administrator  
Marcie Mackolin, Board Attorney

**EXECUTIVE SESSION 6:34pm**

RECOMMENDED: Motioned by Mr. Noble, and seconded by Mrs. Doherty, that this Board of Education, Red Bank Regional High School, enter into executive session for discussion of personnel, student issues, negotiations, litigations, 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. Doherty, Mrs. Gibb, Mrs. Lipp, Dr. Mendelson, Mr. Noble, Mr. Venino  
*Nays:* None *Absent:* Mrs. Crystian (*arrived approx. 6:40pm*), Mr. Garofalo, Mr. McBride

**CALLED TO ORDER - ROLL CALL- 7:41pm**

Mrs. Crystian, Mrs. Doherty, Mrs. Gibb, Mrs. Lipp, Dr. Mendelson, Mr. Noble, Mr. Venino *Absent:*  
Mr. Garofalo, Mr. McBride

Also in attendance:

Dr. Louis Moore, Superintendent  
Debra Pappagallo, School Business Administrator  
Marcie Mackolin, Board Attorney

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT ON AGENDA ITEMS - None**

Per Board Bylaw #0167, any individual deciding to speak shall state their name and address. All comments will be directed to the presiding officer. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. In the event it appears the public comment portions of the meeting may exceed thirty minutes, the presiding officer may limit each statement made by a participant to three minutes' duration.

**PRESENTATIONS/COMMENDATIONS**

- 2021-2022 Audit Presentation, Robert Allison, CPA
- Winter Sports Update - Christina Emrich

**PRESIDENT'S REPORT**

**Correspondence**

- Sen. Vin Gopal - Additional money for SBYSP Grant
- Steve Pederson - OPRA / Curriculum
- Joanne Sniffen - Dispensaries

**Committee Reports**

- Curriculum met on 3/13/23 - reported by Mrs. Doherty
- Finance met on 3/6/23 - reported by Mr. Noble

**2.0 SUPERINTENDENT'S REPORT**

**Motioned by Mrs. Doherty and seconded by Mr. Noble, that the Red Bank Regional Board of Education, upon the recommendation of the Superintendent, the following Personnel resolutions are approved as indicated: 2.1 through 2.22**

**Personnel**

**2.1 2022-2023 Movement on Guide**

That the Board of Education accept the movement on guide for the 2022-2023 school year for the following staff members:

<b>Name</b>	<b>Dept.</b>	<b>From Guide/Step</b>	<b>To Guide/Step</b>
<i>Alison Bowers</i>	Social Studies	BA+15-7 (7-8)	MA-8 (8-9)
<i>Mariah Iapicco</i>	Spec. Ed.	MA-9	MA+15-10
<i>Roxanne Judice</i>	Social Studies	MA-12	MA+15-13
<i>Michelle Kilgore</i>	Special Ed.	BA+30-10	MA-10
<i>Cameron Klein</i>	Health/PE	BA-4	BA+15-5

<i>Audrey McGarry</i>	CST	MA+15-15A	MA+30-16
<i>Adam Michlin</i>	AiOT-Comp. Sc.	MA-10	MA+15-11
<i>Elizabeth Morris</i>	Math	BA-4	BA+15-5
<i>Cristina Pesce</i> (retro purposes)	World Lang	BA-10	BA+15-11
<i>Nancy Ronayne</i>	Wrld. Lnge.-French	BA+15-10	MA-11
<i>Cara Scacco</i>	VPA-Dance	MA+15-7 (7-8)	MA+30-8 (8-9)
<i>Nick Tucker</i>	Social Studies	MA-9	MA+15-10
<i>Casie Wendland</i>	Math	BA-8 (7-8)	BA+15-9 (8-9)

**2.2 2022-2023 School Year Negotiated Salary- Tenured Staff**

That the Board of Education approve the 2022-2023 negotiated salary for the tenured staff (see schedule A).

**2.3 2022-2023 School Year Negotiated Salary-Non-Tenured Staff**

That the Board of Education approve the 2022-2023 negotiated salary for the non-tenured staff (see schedule B).

**2.4 2022-2023 School Year Negotiated Salary-Non Tenurable Staff**

That the Board of Education approve the 2022-2023 negotiated salary for the non-tenurable staff. (see schedule C).

**2.5 2022-2023 Coach Additions**

That the Board of Education approve the following 2022-2023 coach additions:

<b>Name</b>	<b>Sport/Position</b>	<b>Rate of Pay/Stipend</b>
<i>Tracey Ashe</i>	Special Needs Coach	\$40.00 per hour
<i>Mario Fragale</i>	Outside Asst. Track Coach	\$5,639.00
<i>Christine Latteri</i>	Asst. Lacrosse Coach	\$5,639.00

**2.6 2022-2023 Non-Contractual Extra Work Extra Pay Additions**

That the Board of Education approve the additions to 2022-2023 non-contractual EWEP:

Name	EWEP	Rate of Pay/Stipend	Fund
<i>Allison Matto</i> <i>Keith Savarese</i> <i>Caitlin Turner</i> <i>Eric Melone</i> <i>Roxanne Judice</i> <i>Sara Mazzone</i> <i>Whitney Ooms</i> <i>Michelle Spencer</i> <i>Karen Laffey</i> <i>Casie Wendland</i> <i>Alison Murphy</i>	AP test prep- after school	\$35.00 per hr. (not to exceed 5 hrs.)	ESSER 3 20-490-100- 100-TBC

**2.7 Graduate Tuition Reimbursement**

That the Board of Education approve the following Graduate Tuition reimbursements for the following staff members under the provisions of the teacher's contract:

Name	University/College	Credits	Start Date
<i>Roxanne Judice</i>	Rutgers	3	5/3/2023
<i>Michelle Spencer</i>	Fresno Pacific Univ.	9 (3 courses; 3 credits ea)	ongoing beginning 5/1/23

**2.8 Attendance Secretary**

That the Board of Education approve *Maria Lemus* as the Attendance Secretary at the salary of \$45,728.00, Step-10; 10 mos. prorated starting on or about May 15, 2023 (pending criminal history)

**2.9 Reassignment of Position**

That the Board of Education approve the reassignment of *Robin McCarthy* from attendance to STEM (no change in salary) starting on or about May 15, 2023.

**2.10 Dock/Unpaid Day**

That the Board of Education accept the following dock/unpaid day for:

Employee No. 5222 March 9, 2023 1 day dock/unpaid day

**2.11 Special Education Aide Short-Term Substitute Leave Replacement**

That the Board of Education accept *Anthony Curran* as a special education aide short- term leave replacement beginning on or about March 16, 2023 - on or about June 16, 2023 at the salary of \$35,688.00, certificated (prorated).

**2.12 FMLA/NJFLA**

That the Board of Education approve the following FMLA/NJFLA:

Employee No.	Sick Time	FMLA	NJFLA
4066	3/20-5/12/23	5/15/23-6/16/23	9/5-12/5/23

**2.13 Withdrawal of Student Internship**

That the Board of Education accept the withdrawal of the following student intern:

*Tyler Oden*, Monmouth Univ., VPA/J. Boga (orig. board approved 9/21/22 for Spring 22-23)

**Operations**

**2.14 Summer Hours 2023-Secretaries Unit, Board of Education Support Staff, Administrators/Supervisors Unit**

That the Board of Education approve 2023 summer hours for the Secretaries Unit, Board of Education Support Staff & Administrators/Supervisors Units effective June 23, 2023 through August 25, 2023 including a thirty minute lunch break as follows:

Monday - Thursday  
7:00am - 3:00pm  
7:30am - 3:30pm  
8:00am - 4:00pm

**2.15 2023-2024 Summer Slam Program**

That the Board of Education approve the 2023-2024 Summer Slam program to be held on:

Summer Slam 2023  
July 10-August 3  
Monday - Thursday  
8am-1pm

**Compliance**

**2.16 In-School & Out-of-School Suspensions**

That the Board of Education approve the February, 2023 in-school and out-of-school suspension reports.

**Student Services****2.17 2022-2023 Out-of-District Placement**

That the Board of Education approve the following 2022-2023 out-of-district placement based upon the recommendations of the guidance dept./student services:

Student ID	School	Tuition
267763	Harbor School	\$88,284.00 (included ESY)

**2.18 First Amendment to the Memorandum of Understanding between Rutgers University School of Health Professionals and Red Bank Regional**

That the Board of Education approve the First Amendment to the Memorandum of Understanding between Rutgers School of Health Professionals and Red Bank Regional for the 2022-2023 school year.

**2.19 2022-2023 Substitute Addition**

That the Board of Education approve the following:  
*Brian Rooney*, Teacher (pending criminal history)

**2.20 2023-2024 Extended School Year Special Education Program**

That the Board of Education approve the 2023-2024 extended school year special education program to be held on:

July 10-August 10, 2023  
Monday - Thursday  
8am - 1pm

**2.21 2023-2024 Summer School Program**

That the Board of Education approve the 2023-2024 summer school program to be held on:

July 5 - August 8, 2023  
Monday - Thursday  
7:30am - 1:40pm

**2.22 2023-2023 6th Period Stipend**

That the Board of Education approve the following 6th period stipend:

Name	Subject	Stipend
<i>Luis Maldonado</i> (replacing employee #4066 on leave last day 3/17/23)	Short term leave replacement-Science	\$2,135.00 starting 3/20/23

**Roll Call Vote:** *Ayes:* Mrs. Crystian, Mrs. Doherty, Mrs. Gibb, Mrs. Lipp, Dr. Mendelson, Mr. Noble, Mr. Venino *Nays:* None *Absent:* Mr. Garofalo, Mr. McBride

**4.0 GOVERNANCE:**

**Motioned by Mrs. Doherty and seconded by Mrs. Gibb that the Red Bank Regional Board of Education, upon the recommendation of the Superintendent, the following Governance resolutions are approved as indicated: 4.1**

**4.1 Minutes**

That the Board of Education approve the minutes of the meeting held on March 1, 2023.

**Voice Vote:** *Ayes:* Mrs. Crystian, Mrs. Doherty, Mrs. Gibb, Mrs. Lipp, Dr. Mendelson, Mr. Noble *Nays:* Mr. Venino *Absent:* Mr. Garofalo, Mr. McBride

**5.0 FINANCE**

**Motioned by Dr. Mendleson and seconded by Mrs. Lipp that the Red Bank Regional Board of Education, upon the recommendation of the Superintendent, the following Governance resolutions are approved as indicated: 5.1 - 5.10**

**5.1 Line Item Transfers (Revenue and Expenditure)**

That the Board of Education approve the following:

WHEREAS; N.J.A.C. 6A:23A-16.10(c4) "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 January 31, 2023 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 and Board Secretary Certification**

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 January 31, 2023, as attached, and

BE IT FURTHER RESOLVED: That pursuant to N.J.A.C. 6A:23A-16.10(c3), the Board Secretary Certifies no budgetary line item has obligations and payments (contractual orders) which in total exceed the amount appropriated pursuant to

N.J.S.A. 18A:22-8.1 and 8.2, and no budgetary line item has been over-expended in violation of N.J.S.A. 6:23-16.10 (a)1.

The School Business Administrator/Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year."

Debra Pappagallo , School Business Administrator/Board Secretary

### 5.3 **Board Certification of the Financial Report of the Board Secretary**

BE IT RESOLVED: That pursuant to N.J.A.C. 6A:23A-16.10(c4), the Board of Education Certifies that upon consultation with appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that there are sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

### 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, March 15, 2023* in the following appropriation accounts:

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
10	General Fund	\$689,130.67
20	Special Revenue Funds	\$57,832.08
30	Capital Projects Fund	\$8,640.00
40	Debt Service Fund	---
60	Food Service Fund	\$41,996.92
	<b>TOTAL EXPENDITURES</b>	<b>\$797,599.67</b>

### 5.5 **2023-2024 Tentative Budget**

The Superintendent recommends approval to adopt the Tentative Budget for FY 2023-2024:

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 School Year using the 2023-2024 State Aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:



<b>2023-2024</b>	<b>General Fund</b>	<b>Special Revenue</b>	<b>Debt Service</b>	<b>TOTAL</b>
<b>Total Expenditures</b>	\$35,555,333	\$1,271,882	\$1,477,825	\$38,305,040
<b>Less: Anticipated Revenues</b>	(\$8,788,534)	(\$1,271,882)	(\$326,661)	(\$10,387,077)
<b>Taxes to be Raised</b>	\$26,766,799	\$0	\$1,151,164	\$27,917,963

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Red Bank Regional Board of Education Office located at 101 Ridge Road, Little Silver, New Jersey on April 26, 2023 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2023-2024 School Year.

#### Adjustment for Enrollment

BE IT RESOLVED that the Red Bank Regional Board of Education includes in the final budget the adjustment for enrollment in the amount of \$142,828. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

#### Adjustment for Health Care Costs

BE IT RESOLVED that the Red Bank Regional Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$465,368.. The additional funds will be used to pay for the additional increases in health benefit premiums.

#### Maintenance Reserve Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$400,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

#### Statement for Additional Funds for Referendum Projects

Included in the general fund budget is \$2,422,237 to be withdrawn from the Board of Education's approved Capital Reserve Account to supplement the approved December 11, 2018 referendum of \$22,218,200 for HVAC

replacements. The District will also be utilizing \$677,763 of ESSER ARP Funds and \$200,000 of Fund Balance . The additional Capital Reserve, ESSER ARP and Fund Balance funds are needed in addition to the approved \$22,218,200 for the capital projects because the inflation rates have caused the projects to exceed the original estimates of costs.

Travel and Related Expense Reimbursement 2023-2024

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:23A-7.3 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, the Red Bank Regional Board of Education established \$75,000.00 as the maximum travel amount for the current school year and has expended \$24,500 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$75,000.00 for the 2023-2024 school year.

**5.6 Change Orders for General Construction**

That the Board of Education approve the following change orders for the Additions and Renovations Contract with Woodward Construction, Inc. as follows:

C/O #	Amount	Description	Funding Source
GC-24	\$1,085,403	Storage Building	Contingency & %

**5.7 Spring Track Late Bus Quoted Contract**

That the Board of Education approve the award of route ST23 for the Special Education Winter Track Late Bus. *Quotations were requested from Garas, St. George, Jonah, Happy Lime and Emmanuel. St. George* provided the winning response as follows:

Route #	Per Diem Rate	Dates
ST-23	\$298 w/Aide	March 13 - May 18, 2023

**5.8 Professional Development– Employee**

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

Employee	Location	Date(s)	Amount	Account
Jessica Verdiglione	Mercer C.C. <i>West Windsor</i>	March 17, 2023	\$224.00	Title II
Michelle Blanco	Mercer C. C. <i>West Windsor</i>	March 17, 2023	\$224.00	Title II

### 5.9 **Field Trips**

That the Board of Education approve field trips for the 2022-2023 school year.

Date:	May 24, 2023
Leave:	8:00am
Return:	2:00pm
Group:	Advanced Music Tech. Students
Purpose:	Anchor Standard 4, 7, 9 NJSLS
Destination:	Montclair University
Teacher:	Kathryn Sarlo
Student #	6
Chaperone #	1
Transportation Cost:	\$0 (Teacher Driven)
Fees:	\$275.00 (Dept. Budget)

Date:	April 25, 2023
Leave:	7:45am
Return:	2:00pm
Group:	RBR Students
Purpose:	Women Leadership Conference
Destination:	Tinton Falls, NJ
Teacher:	Renee Greene
Student #	5
Chaperone #	1
Transportation Cost:	\$421.00 (Dept. Budget)
Fees:	\$0

### 5.10 **Audit 2021-2022**

That the Board accepts the District's Annual Audit Report with no recommendations for the year ending June 30, 2022 as presented and discussed by Robert Allison, CPA from Holman, Frenia and Allison, PCs.

**Roll Call Vote:** *Ayes:* Mrs. Crystian, Mrs. Doherty, Mrs. Gibb, Mrs. Lipp, Dr. Mendelson, Mr. Noble, Mr. Venino *Nays:* None *Absent:* Mr. Garofalo, Mr. McBride

**PUBLIC COMMENT:** (*Board Policy #0167 - Public & Executive Sessions*)

Per Board Bylaw #0167, any individual deciding to speak shall state their name and address. All comments will be directed to the presiding officer. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. In the event it appears the public comment portions of the meeting may exceed thirty minutes, the presiding officer may limit each statement made by a participant to three minutes' duration.

- *Dana Venino*, Little Silver - Travel budget resolution, recruiting for parent group curriculum, keep stand alone honors, blame of honors on teachers by the Superintendent.
- *Ashley Studd*, RBR Teacher - Presented list of staff accomplishments.
- *Michael Wood* - Little Silver, Graduate, took 10th grade honors two years ago and the rigor of that course.
- *Bill Lopez*, Little Silver - Question regarding Curriculum Committee report, students missing recitations, not learning anything in classes. students addressing the Board of Education is serious.
- *Steve Pederson*, Little Silver - Correspondence he sent to the Board of Education, email from Dr. Richens about approval of curriculum, are you voting for 10th grade honors, assume BOE members can vote no, separate vote for stand alone honors, County Superintendent vote saying this is a change of curriculum.
- *Tara Fitzpatrick*, Little Silver - Course of study guide and Atlas, website- Atlas needs to be updated.
- *Maria Wood*, Little Silver - People are hiring tutors, children whose parents can't pay for this will suffer the most, 100% of children in 10th stand alone honors passed, data not accurate.

**OLD BUSINESS**

- Update on Cambridge parking issue - Mr. Noble  
Dr. Moore stated that Little Silver and Fair Haven Police Chiefs are working together on traffic pattern possibilities.

**NEW BUSINESS - NONE**

**ADJOURNMENT 9:00pm**

There being no other business to come before the Board, a motion to adjourn the meeting was moved by Mrs. Gibb and seconded by Mr. Noble.

**Voice Vote:** *Ayes:* Mrs. Crystian, Mrs. Doherty, Mrs. Gibb, Mrs. Lipp, Dr. Mendelson, Mr. Noble, Mr. Venino *Nays:* None *Absent:* Mr. Garofalo, Mr. McBride

Respectfully submitted,

Debra Pappagallo  
School Business Administrator/Board Secretary

**NEXT BOARD MEETING IS SCHEDULED FOR: April 4, 2023**