

FREEHOLD TOWNSHIP BOARD OF EDUCATION
March 13, 2018
Regular Meeting Agenda

The mission of the Freehold Township Schools, in partnership with our community, is to prepare all students to be responsible citizens and life long learners.

The Freehold Township Board of Education meets, as a whole, on the second and fourth Tuesday of each month. There are three committees of the board that meet before the first board meeting of the month to review issues specific to each committee's charge and a report is presented at the next board meeting. Each committee spends many hours reviewing recommendations and agenda items. Items are placed on this agenda as a recommendation for full board approval by each committee.

I. Call to Order

II. Opening Statement

"A notice listing the time, date and place of this meeting was posted on the public bulletin board of all Freehold Township Schools, on the entrance door to the Administrative Offices of the Board of Education, on the district website, at the Office of the Freehold Township Clerk, published in the Asbury Park Press on January 10, 2018, and sent to the News Transcript on January 8, 2018."

III. Pledge of Allegiance

IV. Roll Call

V. Approval of Minutes

February 27, 2018 Regular Meeting Minutes and Executive Session Minutes
March 6, 2018 Budget Workshop Meeting

VI. Communications

Enrollment:	February 2017	3,823
	January 2018	3,768
	February 2018	3,765

VII. President's Remarks

VIII. Administrative Report

DDES Asbury Park Press Student Voices Essay Contest Winner
Bullying Investigation Report
Budget
Security Audit

IX. Public Participation

X. Board Reports and Actions

**A. Personnel/Policies/Communications Committee – Michael Amoroso, Chairperson
Committee Members: Elena O'Sullivan, Michelle Lambert
Administrative Liaison: Neal Dickstein**

BULLYING INVESTIGATION REPORT

1. The Superintendent recommends approval to accept the bullying investigation reports received from February 23, 2018 through March 9, 2018.

RETIREMENT

2. The Superintendent recommends approval to accept the resignation for retirement purposes of the following staff member:

NAME: Carol Davison
 POSITION: Teacher – Donovan Elementary School
 POSITION CONTROL #: 1001-026-IS-39
 ACCOUNT #: 20-231-100-100-45-000-026
 EFFECTIVE: June 30, 2018

AMEND RETIREMENT DATE

3. The Superintendent recommends approval to amend the retirement date of the following staff member:

NAME: Ronald Pagut
 POSITION: Bus Driver
 POSITION CONTROL #: 9400-000-PROSER-80
 ACCOUNT #: 11-000-270-160-10-000
 FROM: June 30, 2018
 TO: March 30, 2018

NEW EMPLOYMENT

4. The Superintendent recommends approval to issue a contract to the following staff members for the 2017-2018 school year. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7 et seq; 39-17 et seq; 6-4.13 et seq.

1. NAME: Vincent Balestrieri
 POSITION: Replacement School Psychologist
 SALARY: \$76,408.00 GUIDE: G STEP: 8
 ACCOUNT #: 11-000-219-104-10-000-026
 EFFECTIVE: May 14, 2018 through June 30, 2019
2. NAME: Jacqueline Rapisarda
 POSITION: Replacement Teacher Assistant – Eisenhower Middle School
 SALARY: \$26,624.00 GUIDE: TA STEP: 1
 ACCOUNT #: 11-213-100-106-10-000-024
 EFFECTIVE: March 19, 2018 through June 30, 2018
3. NAME: Chelah Cesar
 POSITION: Replacement Teacher – Donovan Elementary School
 SALARY: \$56,082.00 GUIDE: C STEP: 2
 ACCOUNT #: 11-240-100-101-10-000-026
 EFFECTIVE: March 19, 2018 through June 30, 2018

TEMPORARY CHANGE OF ASSIGNMENT/
SALARY ADJUSTMENT

5. The Superintendent recommends approval for the following temporary change of assignment/salary adjustment for the 2017-2018 school year:

NAME: Michael Wanat
 FROM: Teacher Assistant – Eisenhower Middle School
 TO: Replacement Teacher – Eisenhower Middle School
 SALARY: \$52,082.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-213-100-101-10-000-024
 EFFECTIVE: March 19, 2018 through June 30, 2018

ESTABLISH START DATE

6. The Superintendent recommends ratifying approval of the start date of the following staff member for the 2017-2018 school year:

NAME: Brianne Sullivan
 POSITION: Teacher – Catena Elementary School
 SALARY: \$53,582.00 GUIDE: B STEP: 1
 ACCOUNT #: 11-120-100-101-10-000-020
 EFFECTIVE: March 2, 2018 through June 30, 2018

LEAVES OF ABSENCE

7. The Superintendent recommends adjusting the following leaves of absence of the following staff members for the 2017-2018 school year:

1. NAME: Stephanie Whirledge
 POSITION: Teacher – Eisenhower Middle School
 POSITION CONTROL #: 2405-024-IS-011
 ACCOUNT #: 11-213-100-101-10-000-024
 FROM UNPD NJ/FED FMLA: March 8, 2018 through May 30, 2018
 TO UNPD NJ/FED FMLA: March 9, 2018 through June 1, 2018

2. NAME: Megan Lambert
 POSITION: Teacher - Catena Elementary School
 POSITION CONTROL #: 1001-020-IS-023
 ACCOUNT #: 11-120-100-101-10-000-020
 FROM UNPD NJ/FED FMLA: March 8, 2018 through May 18, 2018
 TO UNPD NJ/FED FMLA: March 9, 2018 through May 18, 2018

8. The Superintendent recommends extending the leaves of absence of the following staff members for the 2017-2018 school year:

1. NAME: Cheryl Dailey
 POSITION: Van Attendant
 POSITION CONTROL #: 9400-000-PROSER-53
 ACCOUNT #: 11-000-270-107-10-000
 UNPD FED FMLA LEAVE: February 16, 2018 through April 13, 2018

2. NAME: Lisa Lodico
 POSITION: Lunchroom Assistant – Catena Elem. School
 POSITION CONTROL #: 9400-020-NONAFF-04
 ACCOUNT #: 11-000-262-107-10-000
 UNPD LEAVE: March 1, 2018 through June 30, 2018

3. NAME: William Anderson
 POSITION: Bus Driver
 POSITION CONTROL #: 9400-000-PROSER-12
 ACCOUNT #: 11-000-270-160-10-000
 UNPD FED FMLA: March 8, 2018 through March 23, 2018

RATIFYING-MONITORS

9. The Superintendent recommends ratifying the following staff members to serve as district monitors at the district's monitoring rate for the 2017-2018 school year:

Lisa Henricks
 Michele York

RATIFYING-CLASS COVERAGE

- 10. The Superintendent recommends ratifying the following staff members to provide coverage for classes during the regular school day during their prep at the contracted curriculum rate, as needed:

Colleen Pyott

Samantha Seward

STUDENT MENTOR

- 11. The Superintendent recommends ratifying the following staff member to serve as a student mentor at the Eisenhower Middle School for a total of 200 hours at the district's curriculum rate for the 2017-2018 school year:

Laura Bergen

CERTIFIED SUBSTITUTES

- 12. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2017-2018 school year at the established rates for certificated positions. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7.1 et seq.; 39-17 et seq.; 6-4.13 et seq.

Jeanette Kropa
Vita Briggs

Holly Weiss

SUPPORT STAFF SUBSTITUTES

- 13. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2017-2018 school year at the established rates for non-certificated positions. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7.1 et seq.; 39-17 et seq.; 6-4.13 et seq.

<u>Teacher Assistant</u>	<u>Office Assistant</u>	<u>Lunchroom Assistant</u>
Jeanette Kropa	Jeanette Kropa	Jeanette Kropa
Holly Weiss	Holly Weiss	Holly Weiss
Vita Briggs	Vita Briggs	Vita Briggs
<u>Custodian</u>	<u>Bus Aide</u>	
Vito Ferranti	Francine Bostic	

FIRST READING POLICY

- 14. The Superintendent recommends approval of the first reading of:

Policy
9242

Use of Electronic Signatures

- B. Curriculum/Staff Development Committee – Mary Cozzolino, Chairperson
Committee Members: Michael Matthews, Jason Levy
Administrative Liaison: Pam Nathan**

COMMITTEE REPORT

HOME INSTRUCTION

1. The Superintendent recommends ratification for the following student to receive home instruction:

Student: 9602078433
 Tutors: Laura Bergen – 4.5 hours
 Amanda Baudo – 4.5 hours
 John Krupp – 3 hours
 Brigid Logan – 3 hours
 Cost: \$50/hour
 Start Date: 02/26/18
 End Date: TBD

Student: 7420187703
 Tutors: Education, Inc. – not to exceed 10 hours per week
 Cost: \$49/hour
 Start Date: 03/02/18
 End Date: TBD

STUDENT TEACHER PLACEMENT

2. The Superintendent recommends approval of the following student teacher/practicum placements for the 2018-2019 school year:

STUDENT	COOPERATING STAFF	DATES
Laura Lazzari (Monmouth University)	Denise Herbert	9/4/18 - 12/21/18
Valerie Bechtold (Monmouth University)	Kimberly Tuccillo	9/4/18 – 12/21/18

C. Finance/Facilities/Transportation Committee – Jennifer Patten, Chairperson
Committee Member: Daniel DiBlasio, Kay Holtz
Administrative Liaison: Robert DeVita

COMMITTEE REPORT

BILLS & CLAIMS

1. The Superintendent recommends approval of the following list of bills dated March 13, 2018, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)			
Current Expense	\$1,577,171.18	\$1,382,967.25	\$2,960,138.43
Capital Outlay	\$10,000		\$10,000
Education Job Fund			
Special Revenue	\$3,313.44		\$3,313.44
Capital Project			
Debt Service			
Total Bills	\$1,590,484.62	\$1,382,967.25	\$2,973,451.87

TRANSFERS

2. The Superintendent recommends approval of the following transfers for the 2017-2018 school year:

1. <u>Amount</u>	<u>From</u>	<u>To</u>
\$1,320	11-000-252-500-06-000 Admin Tech Other Purchased Services	11-000-230-530-06-000 Communications
2. \$265	11-401-100-600-24-000 Co/Extra-Curr Supply/Mat	11-401-100-800-24-000 Co/Extra-Curr, Other Obj
3. \$65.78	11-000-219-600-40-000-021 CRAS CST Supplies	11-000-261-610-60-000 Maint. Supplies
4. \$2,500	12-000-219-730-40-000 Support Spec. Students Equip	12-212-100-730-40-000 MD Equipment
5. \$173.91	11-000-219-600-40-000-023 CST/CTBS/Supplies	12-212-100-730-40-000 MD Equipment
6. \$210.94	12-000-217-730-40-000-024 DDES Undis Expend. Support	12-212-100-730-40-000 MD Equipment

2016-2017 OUTSTANDING CHECKS

3. The Superintendent recommends approval to void the following 2016-2017 stale dated General Account checks:

Check #	Issue Date	Amount
5237	6/27/17	\$ 4,536.00
5313	6/27/17	\$ 28.82

APPROVAL OF TRAVEL AND RELATED EXPENSES

4. The Superintendent recommends approval of the following travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23B as follows:

	NAME	TITLE	EVENT	DATES	AMOUNT
1	Amalfitano, Gloribel	Spanish Teacher	2018 FLENJ Conference	4/13/18	\$160
2	Elman, Elisa	ESL Teacher	NJTESOL Conference	5/30/18 & 5/31/18	\$319
3	Libenson, Amy	Spanish Teacher	2018 FLENJ Conference	4/13/18	\$110
4	Perez, Jessica	ESL Teacher	NJTESOL Conference	5/30/18 & 5/31/18	\$319
5	Huguenin, Jeff	Principal	ASU GSV 2018	4/15/18 – 4/18/18	\$550
6	Rosen, Cathleen	Instructional Supervisor	ASU GSV 2018	4/15/18 – 4/18/18	\$550

EMERGENCY EVACUATION DRILLS AND SAFETY EDUCATION

5. The Superintendent recommends approval to accept the following fire safety and drill reports summarized below pursuant to N.J.A.C. 6A:27-11.2:

Bus Evacuation Drill Report:

- C. Richard Applegate Location: Van lanes by cafeteria entrance
 Supervisor: B. Millaway & K. Harms
 2/27/18 (8:10am)
 Van Rts: S8, S5, S20, S18, S10, S24, W26
 Bus Rts: 6, 12, 32, 18, 22, 36, 8, 28, 10
- Clifton T. Barkalow Location: Front School Parking Lot
 Supervisor: T. Smith & M. Benjamino
 2/26/18 (7:30am)
 Van Rts: S10, S11, S13, S14, S15, S17, S21, S23, S7
 Bus Rts: 5, 11, 14, 17, 20, 23, 30, 31, 33, 34, 53, 57, 63, 64
- Dwight D. Eisenhower Location: Front Parking Lot
 Supervisor: L. Gambino
 2/26/18 (AM before school)
 Bus Rts: 3, 6, 8, 9, 10, 12, 13, 21, 22, 25, 26, 28, 32, 35,
 36, 62
 Van Rts: S18, S20, S24
- Early Childhood Learning Center Location: Front Driveway of School Building
 Supervisor: R. Montgomery
 3/1/18 (9:00am)
 Route Numbers: S10, S14, S15, S21, S3, S5, S7, W26
 3/1/18 (10:00am)
 Route Numbers: S10, W26
 3/1/18 (1:00pm)
 Route Numbers: S14, S7, S23, S18, S21, S11
- Joseph J. Catena Location: Main Driveway
 Supervisor: J. Huguenin
 2/28/18 (8:40am)
 Route Numbers: S8, 3, 6, 10, 12, 13, 17, 21, 31, 33, 36
- Laura Donovan Location: Front of School Building
 Supervisor: J. Benbrook
 2/28/18 (8:35am)
 Route Numbers: S11, S25, 15, 20, 35, 62, 64
- Marshall W. Errickson Location: Front of School Building
 Supervisor: C. Areman
 2/27/18 (8:10am)
 Route Numbers: all
- West Freehold Location: Front of School
 Supervisor: E. Aldarelli
 2/27/18 (8:00am)
 Route Numbers: S13, S1, S21, S23, S25, S7, 14, 15, 16, 17,
 20, 31, 57, 62, 63

FREE MEALS FOR STUDENTS ATTENDING COASTAL LEARNING CENTER

6. The Superintendent recommends approval of the following for the 2018-2019 School Year:
 - Coastal Learning Center – Monmouth, Inc. does not have to charge the families for the meals provided.
 - Coastal Learning Center – Monmouth, Inc. does not have to apply for reimbursement from the Child Nutrition Program.

AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

7. The Superintendent recommends approval to accept from Fraytak Veisz Hopkins Duthie, P.C. the Proposal for Professional Services not to exceed \$1,750 for the work associated with the Gymnasium Bleacher Replacement at the Applegate Elementary School.

ESEA FY 2018 GRANT

8. The Superintendent recommends approval of the amendment to the ESEA FY 2018 grant as follows:

Title IA: 263,208

ACES ELECTRIC RESOLUTION

9. The Superintendent recommends approval of the ACES Electric Resolution:

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Freehold Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility- provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801- ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11- 11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

ACES GAS RESOLUTION

10. The Superintendent recommends approval of the ACES Gas Resolution:

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Freehold Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as "Effective Period") issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more

natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

ACCEPTANCE OF BIDS FOR COPIERS

11. The Superintendent recommends approval to accept the following vendor quotations for Copiers:

Atlantic Tomorrows Office
Heritage Business Systems, Inc.
Ricoh USA
United Business Systems

Canon Solutions America
Leslie Digital Imaging
TGI Office Automation

The quotations are available for review in the Business Office

AWARD OF BIDS FOR COPIERS

12. The Superintendent recommends approval to award the RFQ for Copiers to Atlantic, Tomorrows Office, 134 West 26th Street, New York, NY 10001.

- XI. Old Business
- XII. New Business
- XIII. President's Remarks
- XIV. Public Participation
- XV. Adjournment

On motion of _____ and seconded by _____, the meeting adjourned at _____ p.m.