

**FREEHOLD TOWNSHIP BOARD OF EDUCATION**  
**December 19, 2017**  
**Regular Meeting Minutes**

***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 met in Regular Session on Tuesday, December 19, 2017, at the Board Office of the Freehold Township School District, 384 West Main Street, Freehold, New Jersey, County of Monmouth.

The meeting was called to order at 8:05 p.m.

Mr. Levy read the following statement in conformance with the "Open Public Meetings Act", Chapter 231, PL1975, effective January 19, 1976:

"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, and published in the Asbury Park Press on January 12, 2017 and the News Transcript on Wednesday, January 18, 2017."

**PLEDGE OF ALLEGIANCE**

Mr. Levy led the Board in the pledge of allegiance.

**ROLL CALL**

Board Members Present:	Mr. Amoroso, Mrs. Cozzolino, Mr. DiBlasio, Mr. Hudak, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert, Mr. Levy
Board Members Absent:	Mrs. Holtz
Also Present:	Dr. Ross Kasun, Superintendent; Mr. Neal Dickstein, Assistant Superintendent; Dr. Pamela Nathan, Assistant Superintendent; Ilene Tepper, Assistant Business Administrator; Mr. Robert DeVita, Business Administrator; staff members; township residents.

**APPROVAL OF MINUTES**

On a motion of Mrs. Lambert, seconded by Mr. Amoroso, authorization was given to approve the following:

November 14, 2017 Regular and Executive Session Minutes

**Motion carried by voice vote as follows:**

Ayes:	Mr. Amoroso, Mrs. Cozzolino, Mr. DiBlasio, Mr. Hudak, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert, Mr. Levy
Nays:	
Abstain:	
Absent:	Mrs. Holtz

**APPROVAL OF MINUTES**

On a motion of Mrs. Lambert, seconded by Mr. Amoroso, authorization was given to approve the following:

November 15, 2017 Special Board Retreat Minutes

**Motion carried by voice vote as follows:**

Ayes:	Mr. Amoroso, Mrs. Cozzolino, Mr. DiBlasio, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert, Mr. Levy
Nays:	
Abstain:	Mr. Hudak
Absent:	Mrs. Holtz

COMMUNICATION - Enrollment:   November 2016       3,805  
  October 2017        3,743  
  November 2017     3,745

PRESIDENT'S REMARKS - Mr. Levy welcomed everyone to the Board meeting.

ADMINISTRATIVE REPORT - Dr. Kasun expressed his thanks to Mr. Hudak for his time, expertise and service to the District.

The Barkalow PBS team presented a \$3,000 donation to the Our Place to Play fundraising effort to build a special needs playground at the Applegate Elementary School.

Mr. Dickstein and Mr. Nesci gave a Safety and Security presentation to the Board. The presentation highlighted the history of security improvements in the district with a focus on the significant changes made over the last several months as part of the 17-18 budget.

Mr. De Vita presented the Board the results of the 16-17 CAFR. He reported that there were no findings, an additional \$148,000 was added to capital reserve and that surplus had been increased to the maximum amount from 42% two years prior.

Dr. Kasun gave the monthly HIB report. There were 2 reports of HIB and both cases were confirmed.

PUBLIC PARTICIPATION – None

BOARD REPORTS AND ACTIONS

#### **PERSONNEL/POLICIES/COMMUNICATIONS COMMITTEE**

Mrs. Lambert reviewed the minutes of the November 14, 2017 Personnel/Policies/Communication Committee meeting.

On Motion of Mr. Amoroso, seconded by Mr. DiBlasio, authorization was given to approve the following:

#### **BULLYING INVESTIGATION REPORT**

1. The Superintendent recommends approval to accept the bullying investigation reports received from November 8, 2017 through December 15, 2017:

#### **RETIREMENT**

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

NAME:                               Diane Czerminski  
POSITION                         Teacher – Applegate Elementary School  
POSITION CONTROL #: 1001-021-IS-004  
ACCOUNT #:                       11-120-100-101-10-000-021  
EFFECTIVE:                       July 1, 2018

NAME:                               Leslie Mahon  
POSITION                         Teacher – Donovan Elementary School  
POSITION CONTROL #: 1004-026-IS-003  
ACCOUNT #:                       11-120-100-101-10-000-026  
EFFECTIVE:                       July 1, 2018

NAME: Cynthia Brady  
POSITION: School Social Worker  
POSITION CONTROL #: 3117-000-SPEDSUP-01  
ACCOUNT #: 11-000-219-104-10-000-070  
EFFECTIVE: July 1, 2018

NAME: Nancy Lee Krosner  
POSITION: Teacher Assistant – Applegate Elementary School  
POSITION CONTROL #: 9101-021-TA-03  
ACCOUNT #: 11-212-100-106-10-000-021  
EFFECTIVE: January 12, 2018

NAME: Janet Griffin  
POSITION: Media Specialist – Catena Elementary School  
POSITION CONTROL #: 3105-020-IS-01  
ACCOUNT #: 11-000-222-100-10-000-020  
EFFECTIVE: July 1, 2018

#### RESIGNATION

3. The Superintendent recommends approval to accept the resignation of the following staff member:

NAME: Michele Sperling  
POSITION: Replacement Teacher – West Freehold Elementary School  
EFFECTIVE: December 19, 2017

#### CREATION OF POSITIONS

4. The Superintendent recommends approval to create the following positions effective December 20, 2017:

One Teacher Assistant – Eisenhower Middle School  
One Teacher Assistant – Catena Elementary School

#### NEW EMPLOYMENT

5. 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: Michael Wanat  
POSITION: Teacher Assistant – Eisenhower Middle School  
SALARY: \$26,624.00 GUIDE: TA STEP: 1  
ACCOUNT #: 11-213-100-106-10-000-024  
EFFECTIVE: December 20, 2017 through June 30, 2018
2. NAME: Alexandra Jaworowski  
POSITION: Replacement Teacher – Catena Elementary School  
SALARY: \$52,082.00 GUIDE: A STEP: 1  
ACCOUNT #: 11-120-100-101-10-000-020  
EFFECTIVE: January 16, 2017 through June 30, 2018
3. NAME: Shannon Cutrona  
POSITION: Replacement Teacher – Barkalow Middle School  
SALARY: \$52,082.00 GUIDE: A STEP: 1  
ACCOUNT #: 11-213-100-101-10-000-023  
EFFECTIVE: January 29, 2018 through June 30, 2018

4. NAME: Heather Greiner  
POSITION: Teacher – Barkalow Middle School  
SALARY: \$52,082.00 GUIDE: A STEP: 1  
ACCOUNT #: 11-130-100-101-10-000-023  
EFFECTIVE: December 20, 2017 through June 30, 2018
  5. NAME: Joseph Hall  
POSITION: Teacher Assistant– Catena Elementary School  
SALARY: \$26,624.00 GUIDE: TA STEP: 1  
ACCOUNT #: 11-213-100-106-10-000-020  
EFFECTIVE: December 20, 2017 through June 30, 2018
  6. NAME: Francesca Liverani  
POSITION: Replacement Teacher – Catena Elementary School  
SALARY: \$52,082.00 GUIDE: A STEP: 1  
ACCOUNT #: 11-120-100-101-10-000-020  
EFFECTIVE: TBD through June 30, 2018
  7. NAME: Erica Folwarksi  
POSITION: Replacement Teacher – Eisenhower Middle School  
SALARY: \$56,582.00 GUIDE: A STEP: 5  
ACCOUNT #: 11-130-100-101-10-000-024  
EFFECTIVE: December 20, 2017 through June 30, 2018
6. The Superintendent recommends ratifying approval to issue a contract to the following staff member 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.

NAME: Samantha Cantaffa  
POSITION: Replacement Teacher – Catena Elementary School  
SALARY: \$52,082.00 GUIDE: A STEP: 1  
ACCOUNT #: 11-120-100-101-10-000-020  
EFFECTIVE: December 11, 2017 through March 28, 2018

#### ADDITIONAL COMPENSATION

7. The Superintendent recommends ratifying a stipend for the following staff member for the 2017-2018 school year:

NAME: Thomas Smith  
POSITION: Interim Principal – Barkalow Middle School  
SALARY: \$100.00 per day stipend  
EFFECTIVE: December 1, 2017 through January 8, 2018

#### CHANGE OF ASSIGNMENT/SALARY ADJUSTMENT

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

NAME: Nunzia Licata  
FROM: Part Time Van Attendant  
TO: Full Time Van Attendant  
SALARY: \$9,995.00  
ACCOUNT #: 11-000-270-107-10-000  
EFFECTIVE: January 2, 2018 through June 30, 2018

NAME: Patrice Conwell  
 FROM: Part Time Bus Driver  
 TO: Full Time Bus Driver  
 SALARY: \$18,254.00  
 ACCOUNT #: 11-00-270-161-10-000  
 EFFECTIVE: January 2, 2018 through June 30, 2018

ESTABLISH START DATE FOR  
CHANGE OF ASSIGNMENT

9. The Superintendent recommends approving the start date of the following staff members for the 2017-2018 school year:

NAME: Scott Goldstein  
 FROM: Digital Art Teacher – Eisenhower Middle School  
 TO: Technology Integration Coord. – Eisenhower Middle School  
 SALARY: \$77,213.00 GUIDE: F STEP: 9  
 ACCOUNT #: 11-130-100-101-10-000-024  
 EFFECTIVE: January 2, 2018 through June 30, 2018

NAME: Colleen Pyott  
 FROM: Art Teacher – Barkalow Middle School  
 TO: Digital Art Teacher – Eisenhower Middle School  
 ACCOUNT #: 11-130-100-101-10-000-024  
 EFFECTIVE: January 2, 2018 through June 30, 2018

SALARY ADJUSTMENTS

10. The Superintendent recommends approval of the following salary adjustments for the 2017-2018 school year:

NAME: Joseph Benedetti  
 POSITION: Bus Driver  
 POSITION CONTROL #: 9400-000-PROSER-08  
 ACCOUNT #: 11-000-270-161-10-000  
 FROM: \$27,822.81  
 TO: \$26,245.00  
 EFFECTIVE: January 2, 2018 through June 30, 2018

NAME: Eileen Horton  
 POSITION: Bus Driver  
 POSITION CONTROL #: 9400-000-PROSER-23  
 ACCOUNT #: 11-000-270-161-10-000  
 FROM: \$21,063.00  
 TO: \$22,379.44  
 EFFECTIVE: January 2, 2018 through June 30, 2018

NAME: Dawn Reeves  
 POSITION: Van Attendant  
 POSITION CONTROL #: 9400-000-PROSER-65  
 ACCOUNT #: 11-000-270-107-10-000  
 FROM: \$18,725.88  
 TO: \$17,867.50  
 EFFECTIVE: January 2, 2018 through June 30, 2018

NAME: Frances Demasquita  
 POSITION: Van Attendant  
 POSITION CONTROL #: 9400-000-PROSER-76  
 ACCOUNT #: 11-000-270-107-10-000  
 FROM: \$13,722.50  
 TO: \$14,408.63  
 EFFECTIVE: January 2, 2018 through June 30, 2018

## LEAVES OF ABSENCE

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

NAME: Erin Fischer  
 POSITION: Teacher – Barkalow Middle School  
 POSITION CONTROL #: 1103-023-IS-004  
 ACCOUNT #: 11-130-100-101-10-000-023  
 UNPD NJ/FED FMLA: January 18, 2018 through April 20, 2018

NAME: Christine Layne  
 POSITION: Teacher – Catena Elementary School  
 POSITION CONTROL #: 1001-020-IS-001  
 ACCOUNT #: 11-130-100-101-10-000-023  
 UNPD NJ/FED FMLA: January 22, 2018 through March 23, 2018

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

NAME: Julia Rachlin  
 POSITION: Teacher – Barkalow Middle School  
 POSITION CONTROL #: 1102-023-IS-005  
 ACCOUNT #: 11-130-100-101-10-000-023  
 FROM UNPD NJ/FED FMLA: October 24, 2017 through November 22, 2017  
 TO UNPD NJ/FED FMLA: October 24, 2017 through December 8, 2017

NAME: Danielle Sanches  
 POSITION: Teacher – Catena Elementary School  
 POSITION CONTROL #: 1001-020-IS-021  
 ACCOUNT #: 11-213-100-101-10-000-020  
 FROM UNPD NJ/FED FMLA: October 31, 2017 through February 6, 2018  
 TO UNPD NJ/FED FMLA: October 31, 2017 through February 6, 2018  
 UNPD LEAVE: February 7, 2018 through June 30, 2018

NAME: Megan Tyrrell  
 POSITION: Teacher – Applegate Elem. School  
 POSITION CONTROL #: 1001-021-IS-37  
 ACCOUNT #: 11-213-100-101-10-000-021  
 FROM UNPD LEAVE: September 1, 2017 through January 31, 2018  
 TO UNPD LEAVE: September 1, 2017 through June 30, 2018

NAME: Katie Bruno  
 POSITION: Teacher – West Freehold Elem. School  
 POSITION CONTROL #: 1001-030-IS-005  
 ACCOUNT #: 11-120-100-101-10-000-030  
 FROM UNPD LEAVE: September 1, 2017 through January 31, 2018  
 TO UNPD LEAVE: September 1, 2017 through June 30, 2018

NAME: Lara Polakowski  
POSITION: Teacher – Applegate Elem. School  
POSITION CONTROL #: 1607-021-IS-002  
ACCOUNT #: 11-120-100-101-10-000-021  
FROM UNPD LEAVE: September 1, 2017 through January 31, 2018  
TO UNPD LEAVE: September 1, 2017 through June 30, 2018

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

NAME: Deborah Hoehman  
POSITION: Teacher – Eisenhower Middle School  
POSITION CONTROL #: 1106-024-IS-13  
ACCOUNT #: 11-130-100-101-10-000-024  
UNPD FED FMLA: November 14, 2017 through February 16, 2018

NAME: Tammy Martinelli  
POSITION: Lunchroom Assistant – West Freehold Elem. School  
POSITION CONTROL #: 9400-030-NONAFF-06  
ACCOUNT #: 11-000-262-107-10-000  
UNPD LEAVE: November 28, 2017 through December 22, 2017

14. The Superintendent recommends ratifying an intermittent leave of absence for the following staff member, on an as needed basis with notice in advance if possible, in accordance with the New Jersey Family Leave Act/FED FMLA:

NAME: Tanya Zarow  
POSITION: Bus Driver  
POSITION CONTROL #: 9400-000-PROSER-73  
ACCOUNT #: 11-000-270-161-10-000  
EFFECTIVE: December 14, 2017 through June 30, 2018

#### EXTENSION OF LONG TERM ASSIGNMENT

15. The Superintendent recommends approval of the extension of the following replacement teachers for the 2017-2018 school year:

NAME: Jessica Friedell  
POSITION: Replacement Guidance Counselor – Catena Elementary School  
SALARY: \$55,082.00 GUIDE: C STEP: 1  
FROM: September 1, 2017 through March 7, 2018  
TO: September 1, 2017 through June 30, 2018

NAME: Danielle Mattia  
POSITION: Replacement Teacher – Applegate Elementary School  
SALARY: \$55,082.00 GUIDE: A STEP: 4  
FROM: September 1, 2017 through February 6, 2018  
TO: September 1, 2017 through June 30, 2018

NAME: Kathryn Green  
POSITION: Replacement Teacher – West Freehold Elementary School  
SALARY: \$52,082.00 GUIDE: A STEP: 1  
FROM: September 1, 2017 through February 6, 2018  
TO: September 1, 2017 through June 30, 2018

NAME: Erin Healy  
 POSITION: Replacement Teacher – Applegate Elementary School  
 SALARY: \$52,082.00 GUIDE: A STEP: 1  
 FROM: September 1, 2017 through February 6, 2018  
 TO: September 1, 2017 through June 30, 2018

## TEMPORARY CHANGE OF ASSIGNMENT

16. The Superintendent recommends approval of the following temporary change of assignments for the 2017-2018 school year:

NAME: Alisha Galli  
 FROM: Teacher– Catena Elementary School  
 TO: Technology Integration Coordinator– Catena Elementary School  
 ACCOUNT#: 11-120-100-101-10-000-020  
 EFFECTIVE: January 2, 2018 through June 30, 2018

NAME: Kelly Sandvik  
 FROM: BSI Teacher– Catena/Errickson Elementary Schools  
 TO: Teacher – Eisenhower Middle School  
 ACCOUNT#: 11-213-100-101-10-000-024  
 EFFECTIVE: January 2, 2018 through June 30, 2018

## RESCIND HONORARIA 2017-2018

17. The Superintendent recommends rescinding the following honoraria for the 2017-2018 school year:

<b>NAME</b>	<b>ACTIVITY</b>	<b>SCHOOL</b>	<b>AMOUNT</b>
Gary Baker	Softball	DDES	\$4,000.00

## HONORARIA 2017-2018

18. The Superintendent recommends approving the following honoraria for the 2017-2018 school year:

<b>NAME</b>	<b>ACTIVITY</b>	<b>SCHOOL</b>	<b>AMOUNT</b>
Rory Colford	Peer Buddies	CTBS	\$ 500.00
Scott Goldstein	Robotics Club	DDES	\$2,000.00

19. The Superintendent recommends approval of the following PTO honoraria for the 2017-2018 school year which has been adjusted:

<b>NAME</b>	<b>ACTIVITY</b>	<b>SCHOOL</b>	<b>AMOUNT</b>
Jill Sliwoski	Math Club	CTBS	\$ 150.00
Elizabeth Parker	Math Club	CTBS	\$ 150.00

## RATIFYING-MONITORS

20. 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:

Michele Rizzo-Labbate	Mary Gouveia	Gregory Lins
Meryl Good	Dana Turner	Ana Reilly
Kelly Etlinger	Cynthia Widota	Aurora Selah
Amy Deseno	Thomas Caiazza	Danielle Mattia
Anne Preston	Emily Boehler	Christine Cullen
Lois Tarrant	Sarah Strazzella	Sarah Hazell
Silvana Verzolini	Stacey Schapiro	Jacqueline Powell
Patricia Prochnow		



**RATIFYING – CLASS COVERAGE**

21. 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.

Amelia Snow	Mary Gouveia	Joelle Nappi
Dana Turner	Courtney Colford	Gregory Lins
Carmela Katz	Shaina Zupa	Elizabeth Parker
Lynsey Murphy	Joseph Clavin	

**BEFORE/AFTER SCHOOL REGISTERED NURSES**

22. The Superintendent recommends ratifying the following staff member to provide health services during before/after school activities for the 2017-2018 school year at the curriculum rate:

Carissa Borgia

**STUDENT MENTORS**

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

Courtney Colford	Martin Tansey	Rory Colford
Kristen Rusterholz	Janette Caputo	Dan Cugini
Colleen Bezanson	Jade Yelk	Marianne Meisner
Elizabeth Parker	Debra Soriano	Karen Nightingale
Karen Hoskins	Peg Hall	Michael DelGaldo
Colleen Pyott	Tracy Cwiakala	

**PBS COACH**

24. The Superintendent recommends rescinding the appointment of Jessica Senna as PBS Coach for the 2017-2018 school year.
25. The Superintendent recommends approving the following staff member to work as a PBS coach for the 2017-2018 school year:

Sarah D’Angelo	\$ 1,500.00
Samantha Wissman	\$ 500.00
Katie Zaborny	\$ 500.00

**VOLUNTEERS**

26. The Superintendent recommends approval for the following volunteers for the 2017-2018 school year:
- Kale Thompson – Eisenhower Drama Club  
Tony Longene – Eisenhower Boys Basketball Team

**SUBSTITUTE RATES 2017-2018**

27. The Superintendent recommends approval to establish the following substitute rates of pay effective January 2, 2018:

		Full	Delayed	Four	Half
Teachers					
30+ days	Substitute Certificate	\$95.00	\$74.85	\$66.50	\$47.50
30+ days	Regular State Certificate	\$100.00	\$78.80	\$70.00	\$50.00

## BEFORE/AFTER SCHOOL PRESENTERS

28. The Superintendent recommends approval of the following staff members to present before/after school workshops to staff at the contracted hourly rate for a maximum of 6 hours each.

Carrie Murray	Carla Segarra	Taylor Potts
Elizabeth Wood	Mary Weiss	Christine Filozof
Sarah Strazzella	Jamie Sheehan	Natalie Levine
Elisa Elman	Angela Piscitelli	Janiece Kirton
Jessica Perez	Joelle Nappi	Terese Gerula
Michelle Cardwell		

## CPR/AED TRAINING

29. The Superintendent recommends ratifying approval for the following staff member to conduct CPR/AED training for bus drivers and van attendants at the contracted hourly rate for a maximum of 10 hours:

Thomas Caiazza

## CERTIFIED SUBSTITUTES

30. 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.

Maria Lamattina	Marissa Ragusa	Debbie Sheir
Ruth Murray	Linda Sheridan	Jaclyn Maher
Amy Pavlovich	Ashley Sheridan	

## SUPPORT STAFF SUBSTITUTES

31. 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>
Marissa Ragusa	Marissa Ragusa	Marissa Ragusa
Nancy Ballister	Nancy Ballister	Nancy Ballister
Rosa Gershenow	Rosa Gershenow	Linda Sheridan
Linda Sheridan	Linda Sheridan	Jaclyn Maher
Jaclyn Maher	Jaclyn Maher	Amy Pavlovich
Amy Pavlovich	Amy Pavlovich	Ashley Sheridan
Ashley Sheridan	Ashley Sheridan	
<u>Bus Assistant</u>	<u>Bus Driver</u>	<u>Custodian</u>
Pamela Barrett	James Wurth	James Wescott
Jackie Rapisarda		Michael Wood

## FIRST READING POLICIES AND REGULATIONS

32. The Superintendent recommends approval of the first reading of:

Policies

2460	Special Education
2700	Services to Nonpublic School Students
7446	School Security Program
8350	Records Retention

Regulations

2460	Special Education
2460.1	Special Education – Location, Identification, and Referral
2460.8	Special Education – Free and Appropriate Public Education
2460.9	Special Education – Transition from Early Intervention Programs to Preschool Programs
2460.15	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

Readoption

2460.16	Special Education – Instructional Material to Blind or Print-Disabled Students
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## SHARED SERVICES AGREEMENT

33. The Superintendent recommends approval of the Shared Services agreement for membership in CJ Pride.

## SUBSTITUTE ADMINISTRATORS

34. The Superintendent recommends approval for the following staff members to serve as substitute administrators during the 2017-2018 school year:

Monica Hittinger	Patricia Somma	Kimberly Nesci
Ryan Eichner	Courtney Colford	Michael Benjamino

**Motions carried by roll call vote as follows:**

Ayes:	Mr. Amoroso, Mrs. Cozzolino, Mr. DiBlasio, Mr. Hudak, Mrs. O’Sullivan, Mrs. Patten, Mrs. Lambert, Mr. Levy
Nays:	
Abstain:	
Absent:	Mrs. Holtz

**CURRICULUM/STAFF DEVELOPMENT COMMITTEE**

Mr. DiBlasio reviewed the minutes of the November 14, 2017 Curriculum/Staff Development Committee meeting.

On Motion of Mr. DiBlasio, seconded by Mrs. Amososo, authorization was given to approve the following:

## HOME INSTRUCTION

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

Student:	2352568361
Tutors:	Amy Deseno, Ashley Reamer
Cost:	\$50/hour – not to exceed 10 hours per week
Start Date:	11/13/17
End Date:	TBD

Student: 220805708  
 Tutor: Jill Sliwoski  
 Cost: \$50/hour – not to exceed 5 hours per week  
 Start Date: 12/04/17  
 End Date: TBD

Student: 220805708  
 Tutor: School Answers  
 Cost: \$75/hour – not to exceed 5 hours per week  
 Start Date: 12/04/17  
 End Date: TBD

Student: 2158011287  
 Tutor: Kathleen Ayres  
 Cost: \$50/hour – not to exceed 5 hours per week plus 20 hours compensatory  
 Start Date: 9/07/17  
 End Date: TBD

#### STUDENT TEACHER PLACEMENT

2. The Superintendent recommends approval of the following student teacher and/or practicum placements for the 2017-2018 and/or 2018-2019 school year:

STUDENT	COOPERATING STAFF	DATES
Kassy Kasternakis (Georgian Court)	Terese Geruala	1/29/18 – 5/1/18
Tara Losito (Monmouth University)	Jennifer Lawlor/ Kim Baker	1/2/18 – 12/20/19
Nicole Merlino (Touro College)	Jennifer Howard/ Christine Filozof	1/2/18 - 6/20/18

#### **Motion carried by voice vote for no. 1 as follows:**

Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. DiBlasio, Mr. Hudak, Mrs. Lambert,  
 Mrs. O'Sullivan, Mrs. Patten, Mr. Levy  
 Nays:  
 Abstain:  
 Absent: Mrs. Holtz

#### **Motion carried by voice vote for no. 2 as follows:**

Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. DiBlasio, Mr. Hudak, Mrs. O'Sullivan,  
 Mrs. Patten, Mr. Levy  
 Nays:  
 Abstain: Mrs. Lambert  
 Absent: Mrs. Holtz

#### **FINANCE/FACILITIES/TRANSPORTATION COMMITTEE**

Mr. Hudak reviewed the minutes of the Finance/Facilities/Transportation Committee meeting of , 2017.

On Motion of Mr. Hudak, seconded by Mr. Amoroso, authorization was given to approve the following:

CERTIFICATION

1. Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), the Board Secretary certifies that as of November 30, 2017, **NO** budgetary line item account has obligations and payments (contractual orders) which in the total exceed the amount appropriated by the Board of Education pursuant to N.J.A.C. 6A:22A-16.10(a), N.J.S.A. 18A:22-8 and 18A:22-8.1.

SECRETARY/TREASURER REPORTS

2. The Superintendent recommends acceptance of the Board Secretary’s report for the month of November 2017 and the Treasurer’s report for the month of November 2017.

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we certify that as of November 30, 2017, the Board Secretary’s monthly 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 on this report and the advice of the district officials, we have no reason to doubt that the district has sufficient funds to meet its financial obligations for the remainder of the fiscal year.

BILLS & CLAIMS

3. The Superintendent recommends approval of the following list of bills dated December 19, 2017, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)			
Current Expense	2,022,036.61	6,183.32	<b>2,028,219.93</b>
Capital Outlay	496,424.60		<b>496,424.60</b>
Education Job Fund			
Special Revenue	73,452.58		<b>73,452.58</b>
Capital Project			
Debt Service		5,600.00	<b>5,600.00</b>
<b>Total Bills</b>	<b>2,591,913.79</b>	<b>11,783.32</b>	<b>2,603,697.11</b>

TRANSFERS

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

<u>Amount</u>	<u>From</u>	<u>To</u>
\$14,000	11-000-100-562-40-000 Tuition, Special Ed Other LEA’s	11-000-100-561-05-000 Tuition, Regular Ed Other LEA’s

5. 

<u>Amount</u>	<u>From</u>	<u>To</u>
\$209,081.00	11-000-100-562-40-000 Tuition, Other LEA Spec Ed	11-000-100-565-10-000 Tuition to County Spec Serv Districts & Regional Day School

6. 

<u>Amount</u>	<u>From</u>	<u>To</u>
\$ 72,675.00	11-000-100-566-40-000 Tuition. Private School.	11-000-100-565-10-000 Tuition to County Spec Serv Districts & Regional Day School

7. 

<u>Amount</u>	<u>From</u>	<u>To</u>
\$8,707	11-190-100-610-05-000 Instructional Supplies	11-000-240-199-11-000 Vacation Payout

8. From:  
 11-213-100-610-40-000-000 Resource Room Supplies Amount  
 \$5,500.00
- To:  
 11-204-100-640-35-000-030 LLD Textbooks – WFS \$3,500.00  
 11-204-100-610-35-000-030 LLD Supplies – WFS \$2,000.00
9. Amount From To  
 \$2,000 11-000-216-320-04 11-000-216-580-22  
 Purchased Professional Services Professional Development
10. Amount From To  
 \$2,500 11-000-216-320-40 11-000-216-600-22  
 Purchased Professional Services Supplies
11. Amount From To  
 \$3,000 11-000-270-650 11-000-270-512-50  
 Transportation Supplies Contracted bussing – other svcs

PAYROLL TRANSFERS

12.

<u>From:</u>		<u>Amount</u>
11-213-100-101-10-000-021	CRAS Resource Room Teacher Salary	\$125,000.00
11-213-100-101-10-000-025	MWES Resource Room Teacher Salary	\$ 10,574.00
11-213-100-101-10-000-030	WFS Resource Room Teacher Salary	\$ 9,000.00
11-215-100-101-10-000-070	ECLC ½ Day Presch Disab Tchr Salary	\$ 55,000.00
11-215-100-106-10-000-070	ECLC ½ Day Preschool Disabled TA Sal	\$ 12,052.51

TOTAL TRANSFERS FROM: \$211,626.51

<u>To:</u>		<u>Amount</u>
11-213-100-106-10-000-020	JJCS Resource Room TA Salary	\$108,595.68
11-213-100-106-10-000-021	CRAS Resource Room TA Salary	\$ 130.94
11-213-100-106-10-000-023	CTBS Resource Room TA Salary	\$ 99,537.31
11-213-100-106-10-000-024	DDES Resource Room TA Salary	\$ 1,711.38
11-213-100-106-10-000-025	MWES Resource Room TA Salary	\$ 1,651.20

TOTAL TRANSFERS TO: \$211,626.51

APPROVAL OF TRAVEL AND RELATED EXPENSES

13. 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	Student Centered to Student Driven	5/17/18	\$175.00
2	Block, Andrea	Occupational Therapist	Yoga and Mindfulness in the Classroom	1/17/2018	\$199.00
3	Campfield, Tami	Health and Physical Education Teacher	NJAHPERD Annual Convention	2/26/18 – 2/28/18	\$225.00
4	Caruso, Jamie	Speech Language Specialist	NJ Speech Language Hearing Association	4/26/18 – 4/27/18	\$250.00

			Convention		
5	Colford, Courtney	Student Assistance Coordinator	Association of Student Assistance Professionals of NJ 32 <sup>nd</sup> Annual Conference	2/8/18 – 2/9/18	\$426.52
6	Crawford, Daniel	Instrumental Music Teacher	NJMEA 2018 State Music Conference	2/22/18 – 2/24/18	\$170.00
7	Feldman, Christine	Instrumental Music Teacher	NJMEA 2018 State Music Conference	2/22/18 – 2/24/18	\$170.00
8	Ippolito, Larisa	School Nurse	School Nurse Workshops- Pediatric Rashes, Youth Suicide	2/21/18, 3/18/18	\$90.00
9	Ippolito, Larisa	School Nurse	NASN 2018 Annual Conference	6/30/18 – 7/3/18	\$1,373.00
10	Lykes, Robert	Asst. Facility Mgr.	NJBGA EXPO	3/12/18 – 3/13/18	\$37.20
11	Maniquis, Tabitha	HPE Teacher	NJAHPERD	2/26/18 – 2/28/18	\$225.00
12	Marcinkiewicz, Teresa	PE & Health Teacher	NJAHPERD Annual Convention	2/25/18 – 2/28/18	\$250.00
13	Masella, Kathleen	HPE Teacher	NJAHPERD Conference	2/25/18 – 2/28/18	\$250.00
14	Moynihan, Lauren	Health and PE Teacher	NJAHPERD Annual Convention	2/26/18 – 2/28/18	\$200.00
15	Nathan, Pamela	Assistant Superintendent	Techspo18	1/25/18 – 1/26/18	\$375.00
16	Olsen, Edward	Health and Physical Education Teacher	NJAHPERD Annual Convention	2/26/18 – 2/28/18	\$225.00
17	Roenberg, Esther	Speech Language Specialist	Practical Therapy Techniques for Challenging Articulation Cases	1/10/2018	\$249.00
18	Sciarappa, John	HPE Teacher	NJAHPERD	2/26/18 – 2/28/18	\$225.00
19	Sleight, Elizabeth	Vocal Music Teacher	NJMEA 2018 State Music Conference	2/22/18 – 2/24/18	\$170.00
20	Summonte, Kevin	Health and PE Teacher	NJAHPERD Annual Convention	2/26/18	\$70.00
21	Walby-Santoro, Stephanie	Instrumental Music Teacher	NJMEA 2018 State Music Conference	2/22/18 – 2/24/18	\$170.00
22	Weissman, Michele	District Head Nurse	Enhance Effective Medical Emergency Response Teams	1/25/18	\$295.00

## RESOLUTION TO APPROVE AND ADOPT NJQSAC

14. The Superintendent recommends approval of the following motion to approve and adopt the following resolution:

WHEREAS, the Freehold Township Board of Education in the County of Monmouth is undergoing evaluation under NJQSAC for the 2018-2019 school year, and

WHEREAS, N.J.A.C 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district's DPR responses with respect to this process, and

WHEREAS, the Freehold Township Board of Education in the County of Monmouth has reviewed the districts DPR responses and hereby approves these documents.

NOW THEREFORE BE IT RESOLVED, that the Freehold Township Board of Education does hereby authorize the Superintendent of Schools to submit the attached DPR to the Commissioner of Educations in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f).

**RESOLUTION**

- 15. The Superintendent recommends approval of the following resolution authorizing Disposal of Surplus Property conducted through GovDeals.com:

WHEREAS, the Freehold Township Board of Education is the owner of certain surplus property which is no longer needed for educational purposes; and WHEREAS, the Freehold Township Board of Education desires to sell said surplus property in "as is" condition without express or implied warranties. NOW THEREFORE, be it RESOLVED by the Freehold Township Board of Education, County of Monmouth, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Freehold Township Board of Education.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) A list of the surplus property to be sold is as follows:

<b>Quantity</b>	<b>Item</b>
160	Student Desks

- (5) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Freehold Township Board of Education reserves the right to accept or reject any bid submitted.

**DONATIONS**

- 16. The Superintendent recommends approval to accept a donation of \$240 from Black Rocket Productions to the Marshall Errickson School.
- 17. The Superintendent recommends approval to accept a donation of \$3,000 from the PBS Team at Barkalow Middle School that will go towards a playground from "Our Place 2 Play" for Applegate School.

**HONORARIA**

- 18. The Superintendent recommends approval to accept a donation of \$2,000 from the Dwight D. Eisenhower School PTO to fund one full year of Honoraria, Robotics Club, at the Marshall Errickson School.

**PTO HONORARIA 2017-2018 - UPDATED**

- 19. The Superintendent recommends approval of the following PTO honoraria for the 2017-2018 school year which has been updated due to low enrollment:

<b>ACTIVITY</b>	<b>SCHOOL</b>	<b>AMOUNT</b>
Math Club	CTB	\$ 300.00 (from \$1000)



## NJ SCHOOL INSURANCE GROUP SAFETY GRANT

20. The Superintendent recommends approval to accept the New Jersey Schools Insurance Group Safety Grant award in the amount of \$8,572.

## TUITION CONTRACTS

21. The Superintendent recommends approval to accept a tuition contract between the Monmouth-Ocean Educational Services Commission and the Freehold Township Board of Education for student #000805203. The tuition for the program at the Regional Alternative School BEST Academy is \$44,750 for September 1, 2017 and terminating on June 30, 2018.
22. The Superintendent recommends approval to accept a tuition contract between the Monmouth-Ocean Educational Services Commission and the Freehold Township Board of Education for student #000805355. The tuition for the Alternate Interim Placement program is \$280 per day for the 45 day program during the 2017-2018 school year.
23. The Superintendent recommends approval to accept a tuition contract between Upper Freehold Regional School District and the Freehold Township Board of Education for student state id #: 8178779564. The tuition for the 2017-2018 school year program is \$9,000.
24. The Superintendent recommends approval to accept a tuition contract between Toms River Regional Schools, Ocean County and the Freehold Township Board of Education for student district id #:000802798. The tuition for the 2017-2018 school year program is \$12,864.00.

## 2016-2017 AUDIT RESOLUTION

25. The Superintendent recommends approval of the following resolution:

**Resolved** that the Board approve the following resolution regarding the 2016-2017 audit:

**Whereas**, the Board of Education has engaged the firm of Jump, Perry and Company, LLP., Toms River, NJ, to conduct an audit of the District's Comprehensive Annual Financial Report (C.A.F.R.) for the 2016-2017 school year in compliance with N.J.S.A. 18A:18A:23-1 et. seq, and

**Whereas**, this audit has been completed and a report filed with the State Department of Education and the Board of Education along with a synopsis of the audit report and recommendations, which synopsis and recommendation are available for public review, and

**Whereas**, the audit contained no findings requiring a corrective action plan; and

**Now, Therefore, Be it Resolved**, that the Board of Education hereby accepts the 2016-2017 Comprehensive Annual Financial Report.

## ESEA GRANT ALLOCATION

26. The Superintendent recommends approval to accept the funds allocated through the ESEA Grant as follows:

Title IA: \$256,108

Title IIA: \$66,044

Title III: \$12,867

Title III Immigrant: \$2,885

Title IV: \$10,000

## TRANSFER:

27. The Superintendent recommends approval of the following transfer for the 2017-2018 school year:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$5,840.50	11-190-100-340-24-000-024 Reg Inst Purch Tech Serv	12-130-100-730-24-000-024 Reg Instruct Equipment - DDES

## TUITION CONTRACT FOR HOMELESS STUDENT

28. The Superintendent recommends ratification of the approval of the agreements between the Freehold Township Board of Education the Tinton Falls Board of Education to send two homeless students, #260805894 and #290805895, into the Freehold Services curricula. The tuition is \$16,000 for each child. The services commenced on December 18, 2017 and will terminate on June 20, 2018.

**Motion carried by roll call vote for no. 1-13, 15-28 as follows:**

Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. DiBlasio, Mr. Hudak, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert, Mr. Levy

Nays:

Abstain:

Absent: Mrs. Holtz

**Motion carried by roll call vote for no. 14 as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mr. Hudak, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert, Mr. Levy

Nays:

Abstain: Mrs. Cozzolino

Absent: Mrs. Holtz

## OLD BUSINESS

NEW BUSINESS - Mr. Levy thanked the Barkalow PBS team for their donation to the Our Place to Play fund raising effort and the retiring staff members for all of their years of service and dedication to the district. Mr. Levy then discussed the Governor Teacher of the Year Awards that were handed out earlier in the day and that he, Mrs. Lambert, several administrators and some teachers attended the second Communications Committee. Mr. Levy then asked that the Board members look at the list of upcoming school events and to try to be present when they can.

Mr. Levy reminded the Board that the Reorganization Meeting would be January 2, 2018 at 7 PM. Cathy Weinkoff from NJSBA would attend the meeting to work with the Board after their business was conducted. He also asked the Board to consider changing the start times of their second meeting of the month to 7:30 from 8 PM.

Mr. Levy then discussed the need to create subcommittee to work with Mr. De Vita on the upcoming RFP for food services. The committee would be made up of Mrs. Patten, Mrs. Cozzolino and Mr. Di Blasio.

Mr. Levy then wished everyone a great holiday with their families and a Happy New Year! Lastly Mr. Levy thanked Mr. Hudak for all of his service to the Board as this was his last meeting.

Mrs. Patten thanked Mrs. Winters and Mr. Smith for their handling of the building evacuations that occurred the previous week.

Mr. Hudak stated that it was an honor to serve on the Board of Education the last few years and that he would miss everyone.

PUBLIC PARTICIPATION – None

ADJOURNMENT

On motion of Mrs. Lambert and seconded by Mr. DiBlasio, and by unanimous voice vote of those present, the meeting adjourned at 9:23 p.m.

Respectfully Submitted,

Robert DeVita  
Business Administrator/Board Secretary  
RD:aw