

**FREEHOLD TOWNSHIP BOARD OF EDUCATION**  
**March 22, 2016**  
**Regular Meeting Public 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 and published in the Asbury Park Press on Friday, January 9, 2016 and in the News Transcript on Wednesday, January 13, 2016."
  - III. Pledge of Allegiance
  - IV. Roll Call
  - V. Approval of Minutes
    - Regular Meeting Minutes and Executive Session Minutes of March 8, 2016
    - Budget Workshop Meeting Minutes of March 15, 2016
  - VI. Communications
  - VII. President's Remarks
  - VIII. Administrative Report
    - Laura Donovan School and West Freehold School Personalized Learning Pilots
    - Bullying Investigation Report
    - Nursing Services Plan
    - The following bus drills were performed as listed:
      - 3/15/16: CTB and DDE
      - 3/16/16: CRA, MWE and WFS
      - 3/17/16: JC, LDS and ECLC
  - IX. Public Participation
  - X. Board Reports and Actions
    - A. Personnel/Policies/Communications Committee – Michael Amoroso, Chairperson**  
**Committee Members: Jason Levy, Michelle Lambert**  
**Administrative Liaison: Neal Dickstein**
- BULLYING INVESTIGATION REPORT
- 1. The Superintendent recommends approval to accept the bullying investigation reports received from March 4, 2016 through March 18, 2016.

## NEW EMPLOYMENT

2. The Superintendent recommends approval to issue a contract to the following staff member. 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: Brian Maher  
 POSITION: Long Term Sub. School Psychologist – Child Study Team  
 SALARY: \$73,378.00\* STEP: 8 GUIDE: G  
 ACCOUNT #: 11-000-219-104-000  
 EFFECTIVE: April 4, 2016 through November 1, 2016

\*salary to be adjusted pending final completion of contract negotiations

## EXTENSION TEMPORARY CHANGE OF ASSIGNMENT/SALARY ADJUSTMENT

3. The Superintendent recommends ratifying the extension of the following temporary change of assignment/salary adjustment for the 2015-2016 school year:

NAME: Marisa Marino  
 FROM: Teacher Assistant – Applegate Elem. School  
 TO: Long Term Sub Tchr.– Donovan Elem. School  
 SALARY: \$50,117.00 GUIDE: A STEP: 1  
 ACCOUNT #: 11-230-100-101-10  
 EFFECTIVE: March 19, 2016 through June 30, 2016

## EXTENSION OF LONG TERM ASSIGNMENT

4. The Superintendent recommends approval of the extension of the following long term substitute for the 2015-2016 school year:

NAME: Allyson Longo  
 POSITION: Long Term Sub. Teacher- Applegate Elem. School  
 SALARY: \$54,117.00 GUIDE: C STEP: 2  
 ACCOUNT #: 11-120-100-101-10  
 EFFECTIVE: April 30, 2016 through May 3, 2016

## INTERMITTENT LEAVE OF ABSENCE

5. The Superintendent recommends approval for 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:

NAME: Melissa Blind  
 POSITION: Teacher – Early Childhood Learning Center  
 POSITION CONTROL #: 1000-070-IS-001  
 ACCOUNT #: 11-216-100-101-10  
 EFFECTIVE: March 23, 2016 through June 22, 2016

## DISTRICT MENTORS

6. The Superintendent recommends ratifying the following staff members to serve as a state mandated district mentor for the 2015-2016 school year:

Christopher Williams  
 Mary Banks

TRANSLATOR/INTERPRETER

7. The Superintendent recommends ratifying the following staff member to serve as a district translator/interpreter at the district's monitoring rate for the 2015-2016 school year:

Natalie Caravella

CURRICULUM COMMITTEES

8. The Superintendent recommends approval of the following staff members to work on curriculum committees during the 2015-2016 school year at the contracted hourly rate.

**Report Card Committee –maximum 5 hours each**

Deborah Wilson  
Kathleen Jahoda  
Patricia Woods  
Rob Albanese

**Rubicon Atlas – maximum 10 hours each**

Angela Piscitelli  
Lynne Mullan  
Laura Cecilione  
Kelly McDow  
Alisha Galli  
Amanda Baudo  
Jill Sliwoski  
Kristi Malanoski  
Jennifer Fern  
Lisamarie Marotta  
Kathleen Blessing  
Janiece Kirton  
Lindsay Chiera

**Rubicon Atlas (Related Arts) - maximum 5 hours each.**

Steven Wiltbank  
Scott Goldstein

**Digital Content Vetting Committee - maximum 5 hours each.**

Deborah Wilson  
Lindsey Chiera  
Patricia Woods  
Joelle Nappi  
Robyn Ioviero  
Kathleen Blessing  
Laura O'Brien  
Natalie Levine  
Laura McGowan  
Sharon Borgatti  
Elizabeth Capone  
Taylor Potts

## CERTIFIED SUBSTITUTES

9. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2015-2016 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.

Stephen Bazaz	Danielle Caccese
Kathryn Bossdorf	Barbara DeRosa
Jodi Rattiner	Alyssa Rosenberg
Louis Russoniello	

## SUPPORT STAFF SUBSTITUTES

10. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2015-2016 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>
Stephen Bazaz	Stephen Bazaz	Stephen Bazaz
Denise Santiago	Denise Santiago	Denise Santiago
Danielle Caccese	Danielle Caccese	Danielle Caccese
Barbara DeRosa	Barbara DeRosa	Barbara DeRosa
Kathryn Bossdorf	Kathryn Bossdorf	Kathryn Bossdorf
Jodi Rattiner	Jodi Rattiner	Jodi Rattiner
Alyssa Rosenberg	Alyssa Rosenberg	Alyssa Rosenberg
Louis Russoniello	Louis Russoniello	Louis Russoniello

Nurse  
Barbara Dougher

- B. Curriculum/Staff Development Committee – Jennifer Patten - Chairperson  
Committee Members: Dan DiBlasio, Staci Triandafellos  
Administrative Liaison: Pam Haimer**

## COMPREHENSIVE EQUITY PLAN

1. The Superintendent recommends approval of the 2016-2019 Comprehensive Equity Plan. (This document is available in the Assistant Superintendent's office for review)

- C. Finance/Facilities/Transportation Committee – Kay Holtz - Chairperson  
Committee Member: Edward Hudak, Chris Marion  
Administrative Liaison: Robert DeVita**

## CERTIFICATION

1. Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), the Board Secretary certifies that as of February 29, 2016, **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 February 2016 and the Treasurer's report for the month of February 2016.

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we certify that as of February 29, 2016, 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 March 22, 2016, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)			
Current Expense	407,854.08	1,204,719.00	1,612,573.08
Capital Outlay			
Education Job Fund			
Special Revenue	19,512.40		19,512.40
Capital Project			
Debt Service			
<b>Total Bills</b>	<b>427,366.48</b>	<b>1,204,719.00</b>	<b>1,632,085.48</b>

**TRANSFERS**

4. The Superintendent recommends approval of the following transfers for the 2015-2016 school year:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$21,500	11-000-230-334-05-000 Architect Services	11-000-251-340-05-000 Central Serv., Purch. Tech. Services

**APPROVAL OF TRAVEL AND RELATED EXPENSES**

5. 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
Dickstein, Neal	Asst. Supt.	NJ Google Apps for Ed. Summit	7/13/16 – 7/14/16	\$290.16
Donofrio, Russ	IT Coordinator	NJ Google Apps for Ed. Summit	7/13/16 – 7/14/16	\$290.16
Ryan, Ali	IT Coordinator	NJ Google Apps for Ed. Summit	7/13/16 – 7/14/16	\$290.16
McKim, Christine	Supervisor	Conferring & Assessment "Master" Workshop	4/7/16	\$179.00
Wilson, Deborah	Teacher	Conferring & Assessment "Master" Workshop	4/7/16	\$179.00
Rosen, Cathleen	Supervisor	Conferring & Assessment "Master" Workshop	4/7/16	\$179.00
Creech, Lauren	Teacher	Conferring & Assessment "Master" Workshop	4/7/16	\$179.00
Wilson, Debbie	Teacher	School Garden Conf.	4/8/16	\$20.00

Winters, Rebecca	Principal	School Garden Conf.	4/8/16	\$20.00
Galli, Alisha	Teacher	School Garden Conf.	4/8/16	\$20.00
Aldarelli, Edward	Principal	Common Ground Conf.	4/27/16 - 4/29/16	\$684.00
Huguenin, Jeff	Principal	Common Ground Cong.	4/27/16 - 4/29/16	\$539.16
Filozof, Chrissy	Teacher	Functional Analysis and Treatment of Severe Behavior Disorders	5/11/16 - 5/12/16	\$325.00
McClish, Carla	Social Worker	Advanced Clinical Training in Trauma Informed Care	4/19/16	\$165.00
Krongold, Nancy	Social Worker	Advanced Clinical Training in Trauma Informed Care	4/19/16	\$165.00
Mills, Heather	Supervisor	NJCASE Spring Conf.	4/28/16	\$55.00

## EMERGENCY REPAIRS

6. The Superintendent recommends amending the approval of an emergency contract, as per 18A:18A-7, to Timothy Peters Plumbing and Heating in the amount of \$40,694.81. The contract was necessary to repair an underground pipe to the ECLC boiler during the winter break that was broken. Without the repair the district would not have been able to occupy the building.

## AMEND DONATION FROM 3/8/16 AGENDA

7. The Superintendent recommends approval to amend the accepted donation from the Freehold Township Education Foundation for the STEAM212 Makerspace at the Laura Donovan Elementary School from \$1,000 to **\$2,500**.

## DISPOSAL

8. The Superintendent recommends approval to dispose of 218 books from the Catena Media Center which are no longer used for educational purposes.

## 403(b) PLAN DOCUMENT

9. The Superintendent recommends approval to amend and restate the Freehold Township Board of Education 403(b) Plan to include Vanguard as a District approved provider.

## OUT OF DISTRICT CONTRACT

10. The Superintendent recommends approval of the following Out-of-District contract:

Student: 9526023068  
School: Legacy Treatment Services  
Cost: \$19,852.40  
Program: 10 Month Program  
Start Date: March 15, 2016  
End Date: June 17, 2016

## RESOLUTION

11. 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:

- A. 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.
- B. The sale will be conducted online and the address of the auction site is govdeals.com.
- C. The sale is being conducted pursuant to Local Finance Notice 2008-9.
- D. A list of the surplus property from JJC Media Center to be sold is as follows:

Quantity	Item
6	Computer Tables, Wood-grain Laminate, Adjustable Legs, 60" Long X 30" Deep with wiring tray.
28	Wooden Chairs, 18" High

- E. 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.
  - F. The Freehold Township Board of Education reserves the right to accept or reject any bid submitted.
12. The Superintendent recommends approval of the following resolution authorizing the submission of other capital project documents for the Resilient Floor Replacement at the West Freehold School to the New Jersey Department of Education:

RESOLVED that Freehold Township Board of Education approve the following project:

Resilient Floor Replacement at the West Freehold School, FVHD #3295.

BE IT FURTHER RESOLVED that the District's architects, Fraytak Veisz Hopkins Duthie, PC be authorized to submit the above project to the New Jersey Department of Education for approval on the District's behalf.

BE IT FURTHER RESOLVED that the above project be approved as "other capital projects" as defined in N.J.A.C. 6A:26 –The District will not seek State funding for the above project.

BE IT FURTHER RESOLVED that an amendment to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above project be approved.

13. The Superintendent recommends approval of the following resolution authorizing the submission of other capital project documents for the Boiler Piping Replacement at the Early Childhood Learning Center to the New Jersey Department of Education:

RESOLVED that Freehold Township Board of Education approve the following project:

Boiler Piping Replacement at the Early Childhood Learning Center, FVHD #2016-02.

BE IT FURTHER RESOLVED that the District’s architects, Fraytak Veisz Hopkins Duthie, PC be authorized to submit the above project to the New Jersey Department of Education for approval on the District’s behalf.

BE IT FURTHER RESOLVED that the above project be approved as “other capital projects” as defined in N.J.A.C. 6A:26 –The District will not seek State funding for the above project.

BE IT FURTHER RESOLVED that an amendment to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above project be approved.

AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

- 14. The Superintendent recommends approval to accept from Fraytak Veisz Hopkins Duthie, P.C. the Proposal for Professional Services not to exceed \$14,250 for the work associated with the Resilient Floor Replacement at the West Freehold School.

- XI. Old Business
- XII. New Business
- XIII. President’s Remarks
- XIV. Public Participation
- XV. Executive Session

**WHEREAS**, pursuant to N.J.S.A. 10:4-12 (b), the Board of Education may exclude the public from that portion of a public meeting at which the board discusses any of the matters described at N.J.S.A. 10:4-12 (b) (1)-(9);

**NOW, THEREFORE, BE IT RESOLVED** that in accordance with the provisions of the Open Public Meeting Act (“Act”), the Board of Education shall conduct a closed session pursuant to the Personnel and Legal exception(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing the following matter(s):

- \_\_\_\_\_ Matters rendered confidential by state or federal law
- \_\_\_\_\_ Personnel
- \_\_\_\_\_ Appointment of a public official
- \_\_\_\_\_ Matters covered by the attorney-client privilege
- \_\_\_\_\_ Pending or anticipated litigation
- \_\_\_\_\_ Pending or anticipated contract negotiations
- \_\_\_\_\_ Protection of the safety or property of the public
- \_\_\_\_\_ Matters which would constitute an unwarranted invasion of privacy
- \_\_\_\_\_ Matters in which the release of information would impair a right to receive funds from the United States Government
- \_\_\_\_\_ Matters concerning collective negotiations and/or the negotiations of terms and conditions of employment of employees of the Board of Education
- \_\_\_\_\_ Possible imposition of a civil penalty or suspension

**BE IT FURTHER RESOLVED** that said discussion may be disclosed to the public when reasons for discussing and acting upon it in closed session no longer exist.

XVI. Adjournment

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