

FREEHOLD TOWNSHIP BOARD OF EDUCATION
March 28, 2017
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, published in the Asbury Park Press on January 12, 2017, and in the News Transcript on January 18, 2017."
- III. Pledge of Allegiance
- IV. Roll Call
- V. Approval of Minutes
 - Regular Meeting Minutes and Executive Session Minutes of February 28, 2017
 - Special Meeting Minutes of March 7, 2017
 - Regular Meeting Minutes and Executive Session Minutes of March 16, 2017
- VI. Communications
- VII. President's Remarks
- VIII. Administrative Report
 - Honoring Staff member for performing Heimlich Maneuver on a student
 - Bullying Investigation Report
- IX. Public Participation
- X. Board Reports and Actions
 - A. Personnel/Policies/Communications Committee – Michelle Lambert, Chairperson**
Committee Members: Jason Levy, Kay Holtz
Administrative Liaison: Neal Dickstein

COMMITTEE REPORT

BULLYING INVESTIGATION REPORT

- 1. The Superintendent recommends approval to accept the bullying investigation reports received from March 10, 2017 through March 24, 2017.

RETIREMENT

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

NAME: Lisa Govel
 POSITION: Teacher – Donovan Elementary School
 POSITION CONTROL #: 1003-026-IS-003
 ACCOUNT #: 11-110-100-101-10
 EFFECTIVE: June 30, 2017

NAME: Doreen Beaumont
 POSITION: Executive Secretary to the Business Administrator
 POSITION CONTROL #: 9300-000-NONAFF-01
 ACCOUNT #: 11-000-251-100-10
 EFFECTIVE: August 11, 2017

NAME: Sharon Calder
 POSITION: Teacher – Early Childhood Learning Center
 POSITION CONTROL #: 1000-070-IS-002
 ACCOUNT #: 11-215-100-101-10
 EFFECTIVE: June 30, 2017

RESIGNATION

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

NAME: Megan Valentine
 POSITION: Teacher – Eisenhower Middle School
 POSITION CONTROL #: 1550-024-IS-003
 ACCOUNT #: 11-130-100-101-10
 EFFECTIVE: June 30, 2017

NAME: Kristel Taguiam
 POSITION: Teacher Assistant – Applegate Elem. School
 POSITION CONTROL #: 9101-021-TA-33
 ACCOUNT #: 11-212-100-106-10
 EFFECTIVE: April 7, 2017

NAME: Heather Francisco
 POSITION: Teacher – Applegate Elementary School
 POSITION CONTROL #: 1001-021-IS-001
 ACCOUNT #: 11-214-100-101-10
 EFFECTIVE: April 28, 2017

4. The Superintendent recommends ratifying the resignation of following staff member:

NAME: Sean Gurski
 POSITION: Lead Custodian - Applegate Elem. School
 POSITION CONTROL #: 9400-021-NONAFF-01
 ACCOUNT #: 11-000-262-100-10
 EFFECTIVE: March 22, 2017

NEW EMPLOYMENT

5. The Superintendent recommends approval to issue a contract to the following staff member for the 2016-2017 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: Michael Wanat
 POSITION: Replacement Teacher – Eisenhower Middle School
 SALARY: \$51,277.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-213-100-101-10
 EFFECTIVE: March 29, 2017 through June 30, 2017

TEMPORARY CHANGE OF ASSIGNMENT/SALARY ADJUSTMENT

6. The Superintendent recommends approval of the following temporary change of assignment/salary adjustments for the 2016-2017 school year:

NAME: Kelly Etlinger
 FROM: Teacher Assistant – Applegate Elementary School
 TO: Replacement Teacher – Errickson Elementary School
 SALARY: \$51,277.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-213-100-101-10
 EFFECTIVE: April 3, 2017 through June 30, 2017

NAME: Kristen Murray
 FROM: Replacement Teacher Asst.– Catena Elementary School
 TO: Replacement Teacher – Catena Elementary School
 SALARY: \$51,277.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-213-100-101-10
 EFFECTIVE: April 3, 2017 through June 30, 2017

LEAVES OF ABSENCE

7. The Superintendent recommends approval for the following leave of absence for the 2016-2017 school year:

NAME: Samantha Heckler
 POSITION: Teacher – Errickson Elementary School
 POSITION CONTROL #: 1001-025-IS-007
 ACCOUNT #: 11-120-100-101-10
 UNPD NJ/FED FMLA: April 4, 2017 through June 23, 2017
 UNPD LEAVE: June 24, 2017 through June 30, 2017

8. The Superintendent recommends ratifying the following leaves of absence for the 2016-2017 school year:

NAME: Gary Cummings
 POSITION: Bus Driver– Transportation
 POSITION CONTROL #: 9400-000-PROSER-45
 ACCOUNT #: 11-000-270-160-10
 UNPD LEAVE: March 27, 2017 through April 28, 2017

NAME: Maria Blanc
 POSITION: Teacher Assistant – Applegate Elem. School
 POSITION CONTROL #: 9101-021-TA-36
 ACCOUNT #: 11-190-100-106-10
 UNPD NJ/FED FMLA: March 27, 2017 through March 31, 2017

NAME: Ray McManus
 POSITION: Custodian – Barkalow Middle School
 POSTION CONTROL #: 9400-023-PROSER-005
 ACCOUNT #: 11-000-262-100-10
 UNPD FED FMLA: March 27, 2017 through May 10, 2017

STIPEND-TEACHER ASSISTANTS

- 9. The Superintendent recommends approval for the following teacher assistants to receive a stipend of \$700.00 for the 2016-2017 school year:

Dawn Sullo
Maureen Reed

DISTRICT MENTORS

- 10. The Superintendent recommends approving the following staff members as a district mentor for the 2016-2017 school year:

Kim Bradus
Rita Bohringer

RATIFY AFTER SCHOOL MONITORS

- 11. The Superintendent recommends ratifying the following staff members to serve as district monitors at the district’s monitoring rate for the 2016-2017 school year:

Karen Rieg
Robert Caputo
Carmela Katz

RATIFYING – CLASS COVERAGE

- 12. 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.

Peg Hall
Julia Postiglione
Kimberly Baker

ADDITIONAL COMPENSATION

- 13. The Superintendent ratifying the following staff members to receive one hour of PBS training at their contracted hourly rate:

Marie Costantino	Marie DiCarlo
Ann-Marie Lloyd	Lori Parillo
Joanna Venza-Adler	

MONITORS – SUPERINTENDENT OF THE YEAR DISTRICT-WIDE CELEBRATION

- 14. The Superintendent recommends approval of the following staff members to serve as a monitor for the Superintendent of the Year District-Wide Celebration for a maximum of 5 hours at the contracted district monitoring rate.

Daniel Crawford
Christine Feldman
Carola Fernandez

FIRST READING POLICIES AND REGULATIONS

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

<u>Policies</u>	
5116	Education of Homeless Children
5600	Student Discipline/Code of Conduct
8330	Student Records

Regulations

5116	Education of Homeless Children
5600	Student Discipline/Code of Conduct
8330	Student Records

SECOND READING POLICIES AND REGULATIONS

16. The Superintendent recommends approval of the second reading of:

Policies

2415.30	Title I – Educational Stability for Children in Foster Care
2418	Section 504 of the Rehabilitation Act of 1973
8505	Wellness Policy/Nutrient Standards for Meals and Other Foods

Regulation

2418	Section 504 of the Rehabilitation Act of 1973
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IDEA COMPLIANCE

17. The Superintendent recommends approval for submission of the assurance statement in accordance with Part B of the IDEA and N.J.A.C. 6A:14-1.1, NJAC 6A:14-1.2(b) and (c).

MERIT GOAL

18. The Superintendent recommends approval of the following merit bonus:

The Board of Education approves the certification that **Neal Dickstein**, Assistant Superintendent of the Freehold Township School District, has met and achieved the following Qualitative goal, and directs Robert DeVita, Board Secretary, to send certification of this achievement to the Executive County Superintendent of Schools. Further, upon approval of the County Superintendent, that Mr. Dickstein be paid 2.00% of his annual salary, or \$3,170.44.

Qualitative Merit Goal: The Assistant Superintendent will lead a committee to implement Ignite, a program for students based upon Google's 20% time. Students involved in this program will explore their own passions and solve real world problems. Upon documentation of successful completion of the above goal, the Assistant Superintendent shall be eligible for a merit bonus of 2% of his base salary.

CERTIFIED SUBSTITUTES

19. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2016-2017 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.

Michael Johansen
Kelsey Higgins

SUPPORT STAFF SUBSTITUTES

20. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2016-2017 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> Michael Johansen	<u>Office Assistant</u> Michael Johansen	<u>Lunchroom Assistant</u> Michael Johansen
<u>Substitute Nurse</u> Tamala Baum Beth Keklak	<u>Substitute Custodian</u> Kim Gulemmo	

**B. Curriculum/Staff Development Committee – Daniel DiBlasio, Chairperson
Committee Members: Elena O’Sullivan, Chris Marion
Administrative Liaison: Pamela Haimer**

COMMITTEE REPORT

ESTABLISH LLD PROGRAM

1. The Superintendent recommends approval to establish a Special Education Program (LLD Program) at CTBS.

HOME INSTRUCTION

2. The Superintendent recommends ratification of approval for the following students to receive home instruction:

Student: 7447897326
School: CRAS
Grade: 2nd
Tutor: Delta T. Group
Cost: \$40/hour – 10 hours per week
Start Date: 3/13/17
End Date: TBD

Student: 8413282086
Classification: 504
Tutors: Heather Mosenson, Amy Deseno, Trish Somma
Cost: \$50/hour – not to exceed 10 hours per week
Start Date: 03/15/17
End Date: TBD

Student: 7783586899
Tutor: Leslie Mahon
Cost: \$50/hour – not to exceed 5 hours per week
Start Date: 03/20/17
End Date: TBD

Student: 6580046776
Tutors: Trish Somma, Karen Nightingale, Melissa Sluka
Cost: \$50/hour – not to exceed 5 hours per week
Start Date: 03/16/17
End Date: TBD

Student: 4109847150
School: ECLC
Grade: Pre-K
Tutor: Delta T. Group
Cost: \$40/hour – 1 hour per week plus 7 compensatory hours
Start Date: 2/27/17
End Date: 6/23/17

Student: 4109847150
 School: ECLC
 Grade: Pre-K
 Tutor: Marilyn Winograd
 Cost: \$125/hour – 3 hours per week
 Start Date: 11/1/16
 End Date: 6/23/17

Student: 1522917436
 Tutors: Trish Somma, Brigid Logan, Amanda Baudo
 Cost: \$50/hour – not to exceed 5 hours per week
 Start Date: 03/24/17
 End Date: TBD

**C. Finance/Facilities/Transportation Committee – Edward Hudak, Chairperson
 Committee Member: Michael Amoroso, Jennifer Patten
 Administrative Liaison: Robert DeVita**

COMMITTEE REPORT

CERTIFICATION

- Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), the Board Secretary certifies that as of February 28, 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

- The Superintendent recommends acceptance of the Board Secretary's report for the month of February 2017 and the Treasurer's report for the month of February 2017.

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we certify that as of February 28, 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

- The Superintendent recommends approval of the following list of bills dated March 28, 2017, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)			
Current Expense	461,980.53	1,326,676.97	1,788,657.50
Capital Outlay	22,738.08		22,738.08
Education Job Fund			
Special Revenue	6,557.06		6,557.06
Capital Project			
Debt Service			
Total Bills	490,915.67	1,326,676.97	1,817,592.64

TRANSFERS

4. The Superintendent recommends approval of the following transfers for the 2016-2017 school year:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$ 3,123.00	11-000-100-566-40-000 Tuition, Private Schools	11-000-100-562-40-000 Tuition, Other LEAs
\$ 2,500.00	11-000-262-420-60-000 Custodial Clean, Repair	11-000-262-610-60-000 Custodial Services, Supply
\$30,052.38	11-190-100-610-06-000 Reg. Instr. Supplies	12-000-266-730-09-000 Security Equipment
\$31,764.34	11-000-266-610-09-000 Security Supplies	12-000-266-730-09-000 Security Equipment
\$25,000	11-000-230-530-05-000 Phones/Postage	11-000-230-331-05-000 Legal Fees
\$ 1,045	11-190-100-500-20-000 Oth. Purch. Instr. Services	11-190-100-610-20-000 Instr. Supplies

5. The Superintendent recommends approval to void the following 2015-2016 stale dated General Account checks:

Check #	Issue Date	Vendor	Amount
112216	11/17/2015	Roof Management	950.00
112921	2/23/2016	Russ Donofrio	49.47
113403	4/15/2016	Monmouth County Curriculum Consortium	429.00
113595	5/24/2016	Self Help Warehouse, Inc.	232.91
113625	6/14/2016	Widmuier Beabrun	60.00
113678	6/14/2016	Hights Farm Equipment	132.72
113927	6/30/2016	Mr. J. Marina	19.90
113989	6/30/2016	Ms. Nadine Vasquez	12.00
		Total	\$1,886.00

APPROVAL OF TRAVEL AND RELATED EXPENSES

6. 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
Creveling, Emily	Supervisor	NE Regional Conf. for Social Studies	4/3/17 – 4/4/17	\$1,255.91
Areman, Cathleen	Principal	League of Innovative Schools Spring Mtg.	4/25/17 – 4/28/17	\$1,248.68
Rowe, Christine	Speech-Lang. Specialist	NJSHA Convention 2017	4/27/17 – 4/28/17	\$250.00
Shaw, Traci	Supervisor	League of Innovative School Spring Mtg.	4/25/17 – 4/28/17	\$1,249.18
McKim, Christine	Supervisor	Teaching Practices and Instructional Strategies	4/24/17	\$158.68
Albanese, Holli	Teacher	Teaching Practices and Instructional Strategies	4/24/17	\$163.33

Halligan, Ann	Teacher	Teaching Practices and Instructional Strategies	4/24/17	\$150.00
Fernandez, Diane	Teacher	Global Possibilities for Students	5/18/17	\$175.00
Bucci, Diane	OT	Dysgraphia Lunch and Learn	4/7/17	\$100.00
Fernandez, Carola	Teacher	Global Possibilities for Students	5/18/17	\$175.00
Napolitano, Jacqueline	Speech-Lang. Specialist	NJSHA Convention 2017	4/28/17	\$250.00
Goldberg, Jessica	Counselor	Mindfulness Fundamentals	5/5/17 - 6/15/17	\$87.50
Goldberg, Jessica	Counselor	Mindful Educator Essentials	6/22/17 – 8/2/17	\$275.00
Brethauer, Dianne	Principal	NJPBSIS Leadership Forum	6/1/17	\$14.50
Murphy, Lynsey	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Albanese, Holli	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Piscitelli, Angela	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Fischer, Erin	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Sliwoski, Jill	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Brady, Cindy	Case Mgr.	NJPBSIS Leadership Forum	6/1/17	\$14.50
Tuccillo, Kim	Speech Lang. Specialist	NJPBSIS Leadership Forum	6/1/17	\$14.50
Senna, Jessica	Counselor	NJPBSIS Leadership Forum	6/1/17	\$14.50
Fernandez, Diane	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Mahon, Leslie	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Reardon, Susan	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Wissman, Samantha	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Urbanowicz, Lisa	Teacher	NJPBSIS Leadership Forum	6/1/17	\$14.50
Fitzpatrick, Kimberly	Counselor	NJPSA Testing Accommodations for Students with Disabilities	4/28/17	\$149.00
Colford, Courtney	Counselor	Lifelines Intervention Training	5/3/17	\$75.00

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

NAME	TITLE	EVENT	DATES	AMOUNT
Libenson, Amy	Teacher	FLENJ – Foreign Language Educators of NJ Annual Conference	FROM: 3/31/17 TO: 5/18/17	\$100.00
Amalfitano, Gloribel	Teacher	FLENJ – Foreign Language Educators of NJ Annual Conference	FROM: 3/31/17 TO: 5/18/17	\$150.00

OUT-OF-DISTRICT CONTRACT

8. The Superintendent recommends that the Board ratify approval of the following Out-Of-District contract:

Student: 9197197733
 School: YCS – Fort Lee Educational Center
 Cost: \$14,567.70
 Program: 42 Days
 Start Date: 2/16/2017
 End Date: 4/15/2017

OT SERVICES

9. The Superintendent recommends that the Board ratify approval for the following agency to provide OT services in our district as follows:

Agency: Delta T. Group (Kaleidoscope Family Solutions)
 School: CRAS
 Cost: \$72/hour
 Start Date: 3/22/17
 End Date: TBD

RESOLUTION TO APPROVE LEASE PURCHASE AGREEMENT

10. The Superintendent recommends approval to enter into a five year lease purchase agreement with Key Government Finance, Inc. in the amount of \$238,465.39. The lease purchase is for one 54-passenger bus and two vans with wheelchair lifts.

COASTAL LEARNING CENTER MEALS

11. The Superintendent recommends approval to accept this resolution allowing the Coastal Learning Center – Monmouth, Inc. to serve meals to students sent there at no cost to the students' families:

For the 2017-2018 School Year

- The Coastal Learning Center – Monmouth, Inc. does not have to charge the families for the meals provided at its facility.
- The Coastal Learning Center – Monmouth, Inc. does not have to apply for reimbursement from the Child Nutrition Program.

FOOD SERVICE MANAGEMENT COMPANY CONTRACT

12. The Superintendent recommends approval for the appointment of Sodexo Management, Inc. as Food Service Management Company for the 2017-2018 school year as per the terms and conditions of the contract:
- General Support Services allowance equal to (\$0.104) per pattern meal and meal equivalent for the 2017-2018 contract year.
 - District shall pay Sodexo a management fee equal to (\$0.0464) per pattern meal and meal equivalent for the 2017-2018 contract year.

- Sodexo guarantees that the District shall receive an annual financial return of fifty-nine thousand, one hundred and fifty-five dollars (\$59,155) for the 2017-2018 school year. If the annual financial return falls short of the aforementioned amount, Sodexo shall pay the difference to the district in an amount not to exceed one hundred percent (100%) of Sodexo’s annual management fee and general support services allowance. Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year’s surplus on a monthly basis.

- 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):

- X Matters rendered confidential by state or federal law
 - Parent Appeal on Student Discipline
- Personnel
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- X Pending or anticipated contract negotiations
 - FTAA Negotiations Update
 - TWU Negotiations update
- 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

It is anticipated that the length of time of this executive session will be 60 minutes, and that action will not be taken in public after the executive session.

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.