

FREEHOLD TOWNSHIP BOARD OF EDUCATION
January 5, 2016
Reorganization 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 Special Session on Tuesday, 6, 2016, 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 7:03 p.m.

Mr. DeVita 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 Friday, January 17, 2014 and published in the News Transcript on Wednesday, January 23, 2014."

PLEDGE OF ALLEGIANCE

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

OATH OF OFFICE

Robert DeVita, Business Administrator/Board Secretary, read the election results, and gave the Oath of Office to the following newly elected Board Members:

Kay Holtz - 3 year term
Christopher Marion - 3 year term
Jason Levy - 3 year term
Edward Hudak – 2 year term
Jennifer Patten – 1 year term

ROLL CALL

Board Members Present: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert, Mrs. Patten, Mr. Levy, Mr. Marion

Board Members Absent:

Also Present: Dr. Ross Kasun, Superintendent; Mr. Neal Dickstein, Assistant Superintendent; Mrs. Pamela Haimer, Assistant Superintendent; Mr. Robert DeVita, Business Administrator; staff members; township residents.

NOMINATIONS AND ELECTION OF PRESIDENT

The Board Secretary called for nominations for President.

Mrs. Holtz nominated Mr. Marion for President of the Board of Education.

ROLL CALL VOTE:

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

Mr. Marion was elected President of the Board of Education.

NOMINATIONS AND ELECTION OF VICE-PRESIDENT

The President called for nominations of Vice-President.

Mrs. Patten nominated Mr. Amoroso for Vice President of the Board of Education.

Mrs. Lambert nominated Mr. Levy for Vice President of the Board of Education.

ROLL CALL VOTE for Mr. Amoroso:

Ayes: Mr. Amoroso, Mrs. Patten
 Nays: Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert, Mr. Levy, Mr. Marion
 Abstain:
 Absent:

ROLL CALL VOTE for Mr. Levy:

Ayes: Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert, Mrs. Patten,
 Mr. Levy, Mr. Marion
 Nays: Mr. Amoroso
 Abstain:
 Absent:

Mr. Levy was elected vice-president of the Board of Education.

CODE OF ETHICS TRAINING SESSION

Mr. DeVita reviewed the code of ethics with the board members.

MEETING SCHEDULE

On motion of Mr. Marion, seconded by Mr. Levy, authorization was given to approve the following:

The Superintendent recommends approval of the Board of Education, pursuant to N.J.S.A. 10:4-18, to adopt the following as its schedule of meetings for the 2016 year, which will all be open to the public. Formal action may be taken at any of the meetings scheduled below. The schedule for Regular Meetings for the 2016 year will be as follows:

Date	Location
January 19, 2016	Board Office
February 2, 2016	Board Office
February 16, 2016: Budget Workshop	Board Office*
February 23, 2016	Board Office
March 1, 2016 Budget Workshop	Board Office*
March 8, 2016	Board Office
March 15, 2016 Budget Workshop Action May be Taken	Board Office*
March 22, 2016	Board Office
April 12, 2016	Board Office
April 26, 2016	Board Office
May 10, 2016	Board Office
May 24, 2016	Board Office
June 14, 2016	Board Office
June 28, 2016	Board Office
July 26, 2016	Board Office
August 30, 2016	Board Office
September 13, 2016	Board Office

September 27, 2016	Board Office
October 18, 2016	Board Office
November 15, 2016	Board Office
December 13, 2016	Board Office
January 3, 2017: Reorganization of the Board	Board Office***

- * Budget Workshop at 7 p.m.
 *** Reorganization meeting at 7 p.m.

Motion carried by voice vote as follows:

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,
 Mrs. Patten, Mr. Levy, Mr. Marion
 Nays:
 Abstain:
 Absent:

APPOINTMENTS AND SIGNATORIES

1. The Superintendent recommends all board members possess the qualifications required by law and shall be bound by the provisions of the School Ethics Act.
2. The Superintendent recommends approval of name stamps for the Board of Education President and Superintendent on all checks to vendors, all payroll checks and all agency accounts for 2016.
3. The Superintendent recommends approval of checks generated by the custodial system with pre-signed signatures of the Board President, Superintendent, and Business Administrator/Board Secretary for 2016.
4. The Superintendent recommends the appointment of Mr. Levy as the district's representative to the Monmouth Ocean Educational Services Commission for 2016.
5. The Superintendent recommends the appointment of Mrs. Lambert as the district's Legislative Chairperson to the New Jersey School Board Association for 2016.
6. The Superintendent recommends the appointment of Mr. Amoroso as the district's delegate to the New Jersey School Boards Delegate Assembly for 2016.

PUBLIC NOTICE

7. The Superintendent recommends approval of the Asbury Park Press as the official newspaper for the advertisement of legal notices and receipt of notices and to designate the News Transcript as the secondary newspaper for legal advertisements for the Freehold Township Board of Education for the year 2016. Notices of meetings will be posted in the Board of Education Administrative Office, in each of the school buildings, on the District website, and at the Office of the Freehold Township Clerk.

BY-LAWS, POLICIES, AND REGULATIONS

8. The Superintendent recommends the approval of all By-laws, Policies, and Regulations previously in effect for the year 2016.
9. The Superintendent recommends approval of the appointment of Robert M. DeVita, Business Administrator, as Board Secretary, for the year 2016.
10. The Superintendent recommends approval of the appointment of Ilene Tepper as Assistant Board Secretary for the year 2016.

CLAIMS AUDITOR PRE-PAYMENT AUTHORITY

11. The Superintendent recommends approval that for the year 2016 the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

FEE FOR COPIES OF PUBLIC DOCUMENTS

12. The Superintendent recommends approval that a photocopy fee of five cents (\$.05) per page for printed matter of letter size page or smaller and seven cents (\$.07) per page for printed matter of legal size or larger for official Board Minutes and other public documents for the year 2016.

PARLIAMENTARY PROCEDURES

13. The Superintendent recommends approval to adopt the Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the year 2016.

ORGANIZATIONAL CHART

14. The Superintendent recommends approval of the Organizational Chart for the Board of Education. This document is available in the board office for your review.

REGULAR BUSINESS

- A. Personnel/Policies/Communications Committee – Michael Amoroso, Chairperson
Committee Members: Kay Holtz
Administrative Liaison: Neal Dickstein**

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

RETIREMENT

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

NAME:	Corinne Ribera
POSITION:	Guidance Secretary– Barkalow Middle School
POSITION CONTROL #:	9300-023-SEC-005
ACCOUNT #:	11-000-218-105-10
EFFECTIVE:	January 31, 2016

RESIGNATION

2. The Superintendent recommends approval to accept the resignation of the following staff member for the 2015-2016:

NAME:	Robert Harris
POSITION:	Teacher Assistant – Applegate Elem. School
POSITION CONTROL #:	9101-021-TA-14
ACCOUNT #:	20-250-100-100-40
EFFECTIVE:	March 1, 2016

NEW EMPLOYMENT

3. The Superintendent recommends approval to issue a contract to the following staff members for the 2015-2016 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: Gelsomina Leuck
 POSITION: Teacher – Catena Elementary School
 SALARY: \$59,867.00 GUIDE: A STEP: 8
 ACCOUNT #: 11-120-100-101-10
 EFFECTIVE: TBD through June 30, 2016

NAME: Michael Stevenson*
 POSITION: Long Term Sub Teacher – Catena Elementary School
 SALARY: \$53,117.00 GUIDE: C STEP: 1
 ACCOUNT #: 11-120-100-101-10
 EFFECTIVE: January 25, 2016 through June 30, 2016

*pending receipt of certification

ADJUSTMENT TO LONG TERM SUBSTITUTE ASSIGNMENT

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

NAME: Daniel Kim
 POSITION: Long Term Sub Teacher – West Freehold School
 SALARY: \$50,117.00 GUIDE: A STEP: C
 ACCOUNT #: 11-120-100-101-10
 FROM: September 1, 2015 through January 8, 2016
 TO: September 1, 2015 through December 31, 2015

Motion for Items 1, 2 and 4 carried by roll call vote as follows:

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

Motion for Item 3 carried by roll call vote as follows:

Ayes: Mr. Amoroso, Mrs. Holtz, Mr. Hudak, Mrs. Lambert, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain: Mr. DiBlasio

Absent:

**B. Finance/Facilities/Transportation Committee – Michelle Lambert - Chairperson
Committee Member: Edward Hudak, Chris Marion
Administrative Liaison: Robert DeVita**

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

APPROVAL OF TRAVEL AND RELATED EXPENSES

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

NAME	TITLE	EVENT	DATES	AMOUNT
Armstrong, Jill	Nurse	Health Care Provider CPR	8/17/15	\$65.00

Motion carried by voice vote as follows:

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,
Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

PRESIDENT'S REMARKS

Mr. Marion wished everyone a Happy New Year. He thanked the Board for the opportunity to serve as President. He also thanked Mrs. Holtz for her leadership as President the last two years.

ADJOURNMENT

On motion of Mr. Levy and seconded by Mr. Hudak, and by unanimous voice vote of those present, the meeting adjourned at 7:18 p.m.

Respectfully Submitted,

Robert DeVita
Business Administrator/Board Secretary
RD:db