

**FREEHOLD BOROUGH BOARD OF EDUCATION  
AGENDA FOR THE PUBLIC BOARD ACTION MEETING  
TO BE HELD MONDAY, NOVEMBER 7<sup>th</sup>, 2011 AT 7:00 PM  
280 PARK AVENUE, FREEHOLD, NJ 07728**

***GOALS OF THE FREEHOLD BOROUGH BOARD OF EDUCATION FOR 2011-2012***

***Goal 1: Each board committee is to have minutes of their meetings distributed to all board members within 48 hours after the meeting.***

***Goal 2: Board members should take the initiative to meet with the Business Administrator to gain a better understanding of the Board's financial roles.***

***Goal 3: Set aside time at several board meetings throughout the year to have discussions on board governance issues.***

**A. STATEMENTS**

1. Meeting Notice
2. Pledge of Allegiance
3. Roll Call

**B. BOARD PRESIDENT/VICE PRESIDENT COMMENTS**

**C. APPROVAL OF MINUTES**

1. Recommend the Board approve the release to the public of the minutes of the Board Action Meeting Agenda held on October 17<sup>th</sup>, 2011.
2. Recommend the Board approve the release to the public of the executive minutes of the Board Action Meeting Agenda held on October 17<sup>th</sup>, 2011 at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

**D. PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

**E. SUPERINTENDENT'S/BOARD SECRETARY'S REPORT**

1. Spooktacular Presentation and Awards – Ms. Jill Alexander and Mrs. Barbara Kane
2. Academic Progress Report – Mr. Richard Pepe
3. Opening of Sealed Requests for Proposal – Mr. Patrick DeGeorge  
The Business Administrator will open, read and record the proposals received in response to the October 17, 2011 Request for Proposal for Writer's Workshop professional development for up to 6 days but no less than 4 days for staff members at the Freehold Intermediate School between November 9, 2011 and June 30, 2012.. Mr. DeGeorge will ask Mr. Jerabek to review the proposals to make sure everything is in order.
4. Harassment, Intimidation and Bullying Report – Mrs. Elizabeth O'Connell
5. Calendar/Announcements – Mrs. Elizabeth O'Connell

F. EXECUTIVE SESSION I

WHEREAS, the Sen. Byron M. Baer Open Public meetings Act, N.J.S.A. 10:4-6 et seq., (the “Act”) provides that the Freehold Borough Board of Education may hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed Section 12(b) of the Act; and

WHEREAS, it is recommended by the Business Administrator that the Freehold Borough Board of Education go into Executive Session on November 7<sup>th</sup>, 2011 at \_\_\_\_\_ to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be \_\_\_\_\_ minutes after which the public meeting of the Board shall reconvene and proceed with business; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE, BE IT RESOLVED by the Freehold Borough Board of Education that the Board shall go into Executive Session to discuss the following items:

1. Confidential Legal Matters – Pupil Residency

ITEMS DISCUSSED IN EXECUTIVE SESSION WILL NOT RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.

G. INSTRUCTION

1. Title I Supplementary Education Services

Recommend the Board approve the following vendors to provide NCLB Title I Supplementary Education Services to eligible students for the 2011-2012 school year at a per student cost not to exceed \$1,087 and a total cost not to exceed \$220,880 to be appropriated from NCLB Title I GAAP account 20-231-100-300-00-00-03.

<u>Vendor Name</u>	<u>State ID#</u>
Academic Station	346
American Tutor	006
Kidz University	207

H. PUPILS

1. Removal of Students Not Domiciled in the District

Recommend the Board approve the Superintendent's application pursuant to N.J.S.A. 18A:38-1 for the removal of the students whose names are on file in the office of the Board Secretary and in the hands of each Board member based upon the students not

being domiciled in the District or otherwise entitled to a free public education in the Freehold Borough Public Schools.

2. Approval of Field Trip

Recommend the Board approve a field trip for five (5) student council officers and PAE guidance counselor to Lunch Break Food Pantry, Red Bank, NJ on November 22<sup>nd</sup>, 2011 from 9:45 AM – 12:00 PM. Transportation provided by district bus.

3. 1<sup>st</sup> Reading of Policy # 5350 Pupil Suicide Prevention

Recommend the Board approve 1<sup>st</sup> Reading of Policy # 5350 Pupil Suicide Prevention, as presented.

4. 1<sup>st</sup> Reading of Policy # 5600 Pupil Discipline/Code of Conduct

Recommend the Board approve 1<sup>st</sup> Reading of Policy # 5600 Pupil Discipline/Code of Conduct, as presented.

5. 1<sup>st</sup> Reading of Regulation # 5600 Pupil Discipline/Code of Conduct

Recommend the Board approve 1<sup>st</sup> Reading of Regulation # 5600 Pupil Discipline/Code of Conduct, as presented.

6. 1<sup>st</sup> Reading of Policy # 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse

Recommend the Board approve Policy # 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse, as presented.

7. Home Instruction

Recommend the Board approve Education Inc. to provide bedside instruction to SID # 10101023 while a patient at Monmouth Medical Center beginning October 21 at the rate of \$49/hr to be appropriated from GAAP Account 11 150 100 320 00 00 04.

I. ADMINISTRATION

1. Resignation of Board Member

Recommend the Board accept with regret, the resignation of Kevin Tennant, Board of Education member, effective immediately.

2. 1<sup>st</sup> Reading of Bylaw # 0142 Board Member Qualifications, Prohibited Acts & Code of Ethics

Recommend the Board approve 1<sup>st</sup> Reading of Bylaw # 0142 Board Member Qualifications, Prohibited Acts & Code of Ethics, as presented.

3. 1<sup>st</sup> Reading of Bylaw # 0144 Board Member Orientation and Training

Recommend the Board approve 1<sup>st</sup> Reading of Bylaw # 0144 Board Member Orientation and Training, as presented.

J. BUSINESS

1. Approval of Travel Related Expenses

Recommend the Board approve travel and related expense reimbursement in accordance with N.J.A.C. 6A:23B as per attached 2011-2012 Travel Authorization Logs.

2. 1<sup>st</sup> Reading of Policy # 7520 Loan of School Equipment

Recommend the Board approve 1<sup>st</sup> Reading of Policy # 7520 Loan of School Equipment, as presented.

3. Use of Facilities

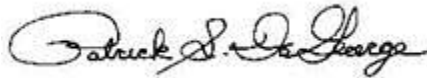
Recommend the Board approve the following use of district facilities:

<u>Organization</u>	<u>Facilities</u>	<u>Purpose</u>	<u>Dates</u>
Academic Station	All Schools	Title I Tutoring	12/12/11- 06/30/11
American Tutor	All Schools	Title I Tutoring	12/12/11-06/30/11
Kidz University	All Schools	Title I Tutoring	12/12/11-06/30/11

4. S-1701 Reporting for September 2011

*Board Secretary Report for September 2011*

Pursuant to N.J.A.C. 6A:23-2.12(d), I do certify that as of September 30, 2011 no budgetary line item account has been over-expended in violation of N.J.S.A.18A:22-8 and 18A:22-8.1.



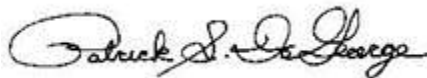
\_\_\_\_\_  
Patrick S. DeGeorge  
Board Secretary

November 7, 2011

Date

*Treasurer of School Funds Report for September 2011*

The September 2011 Treasurer of School Funds Reports are in agreement with the September 2011 Reports of the Board Secretary for the 2011-2012 school year.



\_\_\_\_\_  
Patrick S. DeGeorge  
Board Secretary

November 7, 2011

Date

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:20.10(e), certify that as of September 30, 2011 after review of the Board Secretary's monthly financial reports (appropriations section) and Treasurer's Report and upon consultation with appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C.6A:23-2.12(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

5. Transfers

The Superintendent, at the request of the Board Secretary, recommends that the Board approve line item transfers for the 2011-2012 school year through September 30, 2011.

6. Manual Check Register – September 2011

Recommend the Board approve the *Manual Check Register* for September 2011 in the amount of \$140,013.15.

7. Payroll Agency Check Register – September 2011

Recommend the Board approve the *Payroll Agency Check Register* for September 2011 in the amount of \$1,071,708.27.

8. Compensation Trust Check Register – September 2011

Recommend the Board approve the *Compensation Trust Check Register* for September 2011 in the amount of \$990.99.

9. Ratification of Expenditures – 21<sup>st</sup> Century Grant

WHEREAS, the last scheduled public meeting of the Freehold Borough Board of Education was held on October 24, 2011; and

WHEREAS, between October 24, 2011 and November 7, 2011 certain expenditures were made through the 21<sup>st</sup> Century grant which were deemed as “necessary”; and

WHEREAS, N.J.A.C. 6A:23A-7.4(e) provides that, “Where occasional unforeseen situations arise wherein a request cannot obtain prior approval of the board” the payment of “necessary” expenditures without prior approval by the Board of Education may be made; and

WHEREAS, at the Reorganization meeting held on May 9, 2011 the Board of Education bestowed upon the Business Administrator the authority to pay outstanding recurring expenditures between board meetings,

THEREFORE, the Superintendent recommends that the Board of Education hereby ratify the following resolutions from necessary expenditures which transpired during the period between October 24, 2011 and November 7, 2011:

▪ Program Evaluation Services

Recommend the Board approve Management and Evaluation Associates, Inc. to provide program evaluation services for the 21<sup>st</sup> Century Community Learning Center program from September 1, 2011 through June 30, 2012 at a total cost not to exceed \$5,500 to be appropriated from 21<sup>st</sup> CCLC GAAP account 20-308-200-390-00-03.

▪ State Contract Purchase - General Supplies

Recommend the Board approve the purchase of general instructional supplies from Flaghouse, Inc. (NJ State Contract A67389) at a total cost not to exceed \$431.34 to be appropriated from 21<sup>st</sup> CCLC GAAP account 20-308-100-610-00-03.

▪ State Contract Purchase - General Supplies

Recommend the Board approve the purchase of general instructional supplies from School Specialty, Inc. (NJ State Contract A65606) at a total cost not to exceed \$1,940.25 to be appropriated from 21<sup>st</sup> CCLC GAAP account 20-308-100-610-00-003.

10. Payment of Bills – November 7, 2011

Recommend the Board approve the claims for goods received and services rendered and certified to be correct by the Business Administrator/Board Secretary as of November 7, 2011 as follows:

Fund 11 – General Current Expense	\$186,112.99
Fund 12 – Capital Outlay	0.00
Fund 18 – Ed Jobs Fund	88,575.29
Fund 20 – Grants and Entitlements	134,859.28
Fund 60 – Food Service	<u>43,530.00</u>
Total	<u>\$453,077.56</u>

11. Transfer from Maintenance Reserve

WHEREAS, the Freehold Borough Board of Education has need of an upgrade to the public address system at the Park Avenue Complex, and

WHEREAS, the project is considered to be “required maintenance” as defined by Code, and

WHEREAS, the cost of that project is estimated to be \$6,360,

NOW THEREFORE, BE IT RESOLVED that the Freehold Borough Board of Education:

- Approve the project as described, and
- Authorize the appropriation of up to \$6,360 from the Maintenance Reserve to finance the project; and
- Authorize the Business Administrator to work with the Supervisor of Buildings and Grounds to complete this project in accordance with New Jersey Public Purchasing Law.

12. Award of Contract – Public Address System at PAC

Recommend the Board approve J&R Sound and Communication with offices located at 14 Clembil Court, Hopelawn, New Jersey to replace the Dukane Model NCB-B public address system with a Bogen Multigraphic System (Model S135A) at the Park Avenue Complex (PAE and FIS) at a total cost not to exceed \$6,360 to be appropriated from GAAP account 11-000-261-421-00-00-05. Comparable quotes were obtained as required by New Jersey Public Purchasing Law.

13. Award of Contract – Lighting and Electric at FLC

Recommend the Board approve MNM Installations, LLC with offices located at 411 Leming Road, Jackson, New Jersey to install four (4) 20 amp 120 volt circuits and one (1) 4-foot fluorescent 2 lamp fixture in the serving area in the Freehold Learning Center cafeteria at a total cost not to exceed \$1,800 to be appropriated from Food Services GAAP account 60-910-310-330-00-00-09. Comparable quotes were obtained as required by New Jersey Public Purchasing Law.

14. Award of Contract – Lighting and Electric at PAE

Recommend the Board approve MNM Installations, LLC with offices located at 411 Leming Road, Jackson, New Jersey to install two (2) 6-foot fluorescent lamp fixtures in the stage area in the Gymnasium at the Park Avenue Elementary School at a total cost not to exceed \$525 to be appropriated from GAAP account 11-000-261-420-00-00-05. Comparable quotes were obtained as required by New Jersey Public Purchasing Law.

15. Use of Facilities

Recommend the Board approve the following facilities use requests:

- *American Field Hockey Foundation* to use the PAC Soccer Field and/or Gymnasium from 12:30 pm to 3:00 pm on Saturday November 12, 2011 for the purpose of conducting a free field hockey clinic for Borough children 6 years of age and older. Pending receipt of proper certificates of insurance naming the Freehold Borough Board of Education as additional insured. Group requesting waiver of the \$75 - \$100 fee for the use of the gym/field, but will pay custodial fees at the contractual rate of \$35 per hour.
- *Community YMCA Family Services* to use the PAE Guidance Office from 3:30 pm to 6:30 pm, Monday through Friday, from November 8, 2011 through June 30, 2012 for the purpose of conducting free counseling sessions for Borough children. Pending receipt of proper certificates of insurance naming the Freehold Borough Board of Education as additional insured. No fees are associated with this activity as the YMCA is a Borough organization, and the activity will take place within the hours when custodians are on duty.
- *Back Bay Adventures, LLC* to use the PAC Gymnasium from 6:00 am to 4:00 pm on Sunday December 4, 2011 for the purpose of conducting a fishing show. Pending receipt of proper certificates of insurance naming the Freehold Borough Board of Education as additional insured. Usual fees for the use of the gym and custodial help will be assessed.

16. Ratification of NCLB Peer Review Consultants

Recommend the Board ratify Aaron Wasserman, Michael Wasko and Darrin Stark to provide peer review services for the 2011-2012 NCLB Grant Application for the Park Avenue Elementary School (SINI), Freehold Learning Center (SINI), Freehold Intermediate School (SINI), and the Freehold Borough School District (DINI) at the rate of \$1,000 each to be appropriated from NCLB GAAP accounts 20-231-200-300-00-02-03 (SINI) for \$2,250 and 20-231-200-300-00-03-03 (DINI) for \$750.

17. Assistive Technology Assessment

Recommend the Board approve Tech Connection to provide an assistive technology assessment to SID # 20100876 at the rate of \$480 plus \$70 travel time per evaluation to be appropriated from GAAP Account 11-000-319-320-00-00-04.

18. Audiologist

Recommend the Board approve Professional Hearing Speech and Balance Center to provide audiological evaluations on an as needed basis for the 2011-2012 school year not to exceed \$600 per evaluation to be appropriated from GAAP Account 11-000-313-300-00-00-04.

19. NJ Specialized Child Study Teams

Recommend the Board approve Specialized CST for Children who are Deaf or Hard of Hearing to provide a psychological, speech and language and educational evaluation for an out of district student at the rate of \$400 per evaluation to be appropriated from GAAP Account 11-000-319-320-00-00-04.

20. Contract for Child Study Team Assessments

Recommended that the Board approve Peacock Consulting LLC to provide child study team assessment services for the district's Special Programs Department for the 2011-2012 school year at the rate of \$414 per assessment, not to exceed \$10,350, to be appropriated from GAAP Account 11-000-319-320-00-00-04.

K. PERSONNEL

1. Resignation of Teacher Assistant

Recommend the Board accept with regret the resignation of Diana Gomez, effective November 19<sup>th</sup>, 2011.

2. Resignation of Computer Technician

Recommend the Board accept with regret the resignation of Justin Wolf, effective November 30<sup>th</sup>, 2011.

3. 1<sup>st</sup> Reading of Policy # 3125.2 Employment of Substitute Teachers

Recommend the Board approve 1<sup>st</sup> Reading of Policy # 3125.2 Employment of Substitute Teachers, as presented.

4. Approval of Student Teachers/Interns/Field Experience for 2011-2012 School Year

Recommend the Board approve the following student teachers/interns/field experience for the 2011-2012 school year:



Cooperating Teacher	Student Teacher	School/Concentration	Dates
Tracy Corsano	Rae Beck (field experience)	Georgian Court	Feb. 6, 2012 (15 days)
Christine Stewart	Brianna Filosa (field experience)	Rutgers University	Oct. 28, 2011 (12 hours)
Christine Stewart	Scott Henderson (field experience)	Rutgers University	September 23, 2011 (12 hours)
Christine Stewart	Pamela Skalecky (student teacher)	Georgian Court	January 30, 2012 – May 11, 2012

5. Employment of Staff for 21<sup>st</sup> Century Community Learning Center After School Programs

Recommend the Board approve the following anticipated staff for the 2011-2012 After School Program to be paid as indicated: 21<sup>st</sup> Community Learning Centers for Freehold Borough Public Schools. Account# 20-307-100-101-00-00-03 and 20-307-100-106-00-00-03

<i>Last Name</i>	<i>First name</i>	<i>Position</i>	<i>Salary</i>
Freier	Amanda	Substitute Teacher	\$30.00/hour
Herbert	Jessica	Homework Teacher	\$30.00/hour
Miles	Nancy	Homework Teacher	\$30.00/hour
Newman	Heather	Guidance/Homework Teacher	\$30.00/hour
Bernazzoli	Kelly	Substitute Nurse	\$30.00/hour
Mellon	Mary Jo	Bus Driver	\$15.00/hour
Cruz	Ada	Substitute Aide	\$15.00/hour
Egan	Laura	Substitute Teacher	\$30.00/hour

6. Approval of District Translators

Recommend the Board approve the following district translators for the 2011-2012 school year, at \$30/hour, not to exceed \$3,000, GAAP account 11-000-230-100-00-00-01, pending Criminal History Check

<i>Last Name</i>	<i>First Name</i>	<i>Verbal</i>	<i>Written</i>
Dumbra	Celia	X	X
Guarino	Mary	X	X

7. Substitute for FIS Before Care Duty

Recommend the Board approve the following staff member for substitute FIS Before Care Duty for the 2011-2012 school year.

Shannon Keeley      \$10/duty

8. Employment of Substitute Teacher with a College Degree

Recommend the Board approve the employment of the following substitute teacher with a college degree for the 2011-2012 school year, pending Criminal History Check.

Morgan Wright      B.S., Washington State University    (Psychology)

L. NEW BUSINESS/ADDENDA

M. DISCUSSION ITEMS

N. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

O. PUBLIC COMMENTS

P. REPORTS FROM BOARD MEMBERS

Q. EXECUTIVE SESSION II

None anticipated.

R. ADJOURNMENT