

**FREEHOLD BOROUGH BOARD OF EDUCATION  
AGENDA FOR THE PUBLIC BOARD ACTION MEETING  
TO BE HELD MONDAY, MARCH 26<sup>th</sup>, 2012 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 March 12<sup>th</sup>, 2012.
2. Recommend the Board approve the release to the public of the executive minutes of the Board Action Meeting Agenda held on March 12<sup>th</sup>, 2012 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. 2012-2013 Budget Presentation – Patrick S. DeGeorge, Business Administrator
2. November 2012 Board of Education Elections - Patrick S. DeGeorge, Business Administrator
3. Calendar/Announcements – Mrs. Elizabeth O'Connell

**F. INSTRUCTION**

**G. PUPILS**

1. Field Trip

Recommend the Board approve a field trip on May 22<sup>nd</sup>, 2012 for PAE 3<sup>rd</sup> grade students from 8:00 AM – 4:00 PM to the Philadelphia Zoo, in Philadelphia, PA. Transportation and admission costs to be paid by student and PTO.

2. Home Instruction

Recommend the Board approve Allyssa Townsend to provide five hours of home instruction, in the subject area of LAL, for SID # 10200004 at the rate of \$35/hr. to be appropriated from GAAP Account 11-150-100-320-00-00-04.

Recommend the Board approve Julie Kudish to provide five hours of home instruction, in the subject area of Math, for SID # 10200004 at the rate of \$35/hr. to be appropriated from GAAP Account 11-150-100-320-00-00-04.

Recommend the Board approve Allyssa Townsend to provide ten hours per week of home instruction, in the subject area of LAL, for SID # 10100760 at the rate of \$35/hr. to be appropriated from GAAP Account 11-150-100-320-00-00-04.

Recommend the Board approve Corey Cohen to provide ten hours per week of home instruction, in the subject area of Math, for SID # 10100760 at the rate of \$35/hr. to be appropriated from GAAP Account 11-150-100-320-00-00-04.

3. Out of District Placement

Recommend the Board approve SID # 10200010 to attend out of district placement at Collier High School for the remainder of the 2011-2012 school year to be appropriated from GAAP Account 11-000-100-566-00-00-04 at a per diem rate of \$265.16.

H. ADMINISTRATION

1. Approval of 2012-2013 School Calendar

Recommend the Board approve the 2012-2013 School Calendar, as presented.

I. 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. Budget Adoption for 2012-2013

The Superintendent, at the request of the Board Secretary, recommends that the Board of Education approve the following resolution:

BE IT RESOLVED to approve a school district budget for the 2012-2013 School Year as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$18,497,758	\$ 8,434,346
Total Special Revenue Fund	2,159,060	N/A
Total Debt Service Fund	<u>809,200</u>	<u>667,928</u>
Totals	\$21,466,018	\$ 9,102,274

3. Approval of Capital Projects for FY13

BE IT RESOLVED, that the Freehold Borough Board of Education approve the following capital projects for completion during the 2012-2013 school year:

<u>Project Number</u>	<u>Project Description</u>	<u>Projected Cost</u>
FLC-01	Replace Cafetorium Floor	\$157,500
FLC-02	Replace Intrusion Detection System	62,500
FLC-03	Miscellaneous ADA Upgrades	12,500
FLC-04	Replace Exterior Lighting	16,250
PAC-01	Backup Generators	187,500
PAC-02	Miscellaneous ADA Upgrades	12,500
PAC-03	Replace Unit Ventilators	18,750
PAC-04	Replace Concrete Sidewalk	15,000
PAC-05	Replace VAT Flooring	2,500
PAC-06	Replace VCT Flooring	<u>10,000</u>
	TOTAL	\$495,000

4. Authorization to Submit FY13 Capital Projects to the New Jersey Department of Education

BE IT RESOLVED that the Freehold Borough School District Board of Education approve the following projects:

<u>Project Number</u>	<u>Project Description</u>	<u>Projected Cost</u>
FLC-01	Replace Cafetorium Floor	\$157,500
FLC-02	Replace Intrusion Detection System	62,500
FLC-03	Miscellaneous ADA Upgrades	12,500
FLC-04	Replace Exterior Lighting	16,250
PAC-01	Backup Generators	187,500
PAC-02	Miscellaneous ADA Upgrades	12,500
PAC-03	Replace Unit Ventilators	18,750
PAC-04	Replace Concrete Sidewalk	15,000
PAC-05	Replace VAT Flooring	2,500
PAC-06	Replace VCT Flooring	<u>10,000</u>
	TOTAL	\$495,000

BE IT FURTHER RESOLVED that the District's architects, Fraytak Veisz Hopkins Duthie, P.C. be authorized to submit the above projects to the NJ Department of Education for approval on the District's behalf.

BE IT FURTHER RESOLVED that the above projects 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 projects.

5. Authorization to Bid – FY13 Capital Projects

Recommend the Board authorize the Business Administrator/Board Secretary to advertise for the receipt of bids related to the aforementioned capital projects in FY13.

6. Capital Reserve Account Withdrawal – 2012-2013

BE IT RESOLVED that the Freehold Borough Board of Education approve a withdrawal from the Capital Reserve account in an amount up to \$495,000 to fund the aforementioned capital projects in FY13.

7. Payment of Bills – March 26, 2012

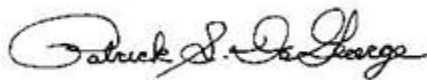
Recommend the Board approve the claims for goods received and services rendered and certified to be correct by the Business Administrator/Board Secretary as of March 26, 2012 as follows:

Fund 11 – General Current Expense	\$262,503.35
Fund 12 – Capital Outlay	0.00
Fund 20 – Grants and Entitlements	27,205.32
Fund 60 – Food Service	<u>31,728.09</u>
Total	\$321,436.76

8. S-1701 Reporting for February 2012

*Board Secretary Report for February 2012*

Pursuant to N.J.A.C. 6A:23-2.12(d), I do certify that as of February 29, 2012 no budgetary line item account has been over-expended in violation of N.J.S.A.18A:22-8 and 18A:22-8.1.

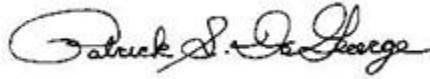


\_\_\_\_\_  
Patrick S. DeGeorge  
Board Secretary

March 26, 2012  
Date

*Treasurer of School Funds Report for February 2012*

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



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

March 26, 2012

Date

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:20.10(e), certify that as of February 29, 2012 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.

9. 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 February 29, 2012.

10. Manual Check Register – February 2012

Recommend the Board approve the *Manual Check Register* for February 2012 in the amount of \$15,208.37.

11. Payroll Agency Check Register – February 2012

Recommend the Board approve the *Payroll Agency Check Register* for February 2012 in the amount of \$1,570,084.20.

12. Compensation Trust Check Register – February 2012

Recommend the Board approve the *Compensation Trust Check Register* for February 2012 in the amount of \$0.

13. State Contract Purchase - Video Surveillance Equipment

Recommend the Board approve Office Solutions, Inc. to install four (4) Verint brand video surveillance devices at the Park Avenue Complex at a total cost not to exceed \$4,155 on State Contract #A80802 to be appropriated from GAAP account 11-000-266-420-00-00-05.

14. State Contract Purchase – Doors

Recommend the Board approve the purchase of two (2) “exit only” external doors at the Park Avenue Complex and one (1) “double” hallway door at the Freehold Learning Center at a total cost not to exceed \$5,890.88 on State Contract #A74787 to be appropriated from GAAP account 11-000-261-610-00-00-05.

15. Purchase of Classroom Projectors

Recommend the Board award J&R Sound and Communications, located at 14 Clembil Court, Hopelawn NJ, 08861 the contract to install/mount district purchased digital projectors to the ceilings, install VGA cables and jacks, run electric and install outlets for power in 20 PAC classrooms, for \$680 per unit, for a total cost not to exceed \$13,600.00, to be appropriated from GAAP Account 11-190-100-610-00-00-08.

16. MRESC CO-OP Purchase -- Laptops

Recommend the Board approve the purchase of ten (10) Lenovo LVO TS TP EDGE 15 – I5 – 540M 500/4G W7P Laptops for district use by staff and to replace non-functioning laptops, for a total cost not to exceed \$5,818.40 using CDW - MRESC CO-OP Pricing, to be appropriated from GAAP Account 11-190-100-610-00-00-08.

17. Application for 2012 MOCSSIF Safety Grant Program

Recommend the Board approve the submission of the application for the 2012 Safety Grant Program offered through the New Jersey School Boards Association Insurance Group's MOCSSIF Sub fund for the purposes described in the application, in the amount of \$6,729.34 for the period July 1, 2012 through July 30, 2013.

18. Sale or Disposal of Assets

WHEREAS, the Freehold Borough Board of Education deems the property listed below to be surplus property which is no longer useful for school purposes, and

WHEREAS, the value of said property is estimated to be valued at \$0,

THEREFORE, be it resolved that the Freehold Borough Board of Education authorize the Business Administrator to offer the property for sale or disposal without advertisement for bids in accordance with 18A:18A-45c-f.

<u>Quantity</u>	<u>Description</u>	<u>Condition</u>	<u>Value</u>
5	CRT Monitors	Working/Obsolete	\$0
37	HP 6715b Laptops	End of Life	\$0
25	HP nx6110 Laptops	End of Life	\$0
3	Lenovo s10e Laptops	Un-repairable	\$0
2	HP dx2000 Desktops	End of Life	\$0
7	Lenovo ThinkCentre Desktops	End of Life	\$0
3	HP DC5700 Desktops	Broken/Un-repairable	\$0
5	HP DC5850 Desktops	Broken/Un-repairable	\$0
2	HP Printers	Not Working	\$0
8	ViewSonic	Obsolete/Broken	\$0
		Bulbs	
4	Lenovo SL500 Laptops	Broken Charge Ports/ Out of Warranty	\$0
1	Macbook	Liquid Damage	\$0

19. Transportation – Athletics

Recommend the Board approve the District's 2011-2012 Intermediate School Baseball, Softball and Track & Field schedules, as well as the related transportation of District students and staff members.

20. Use of Facilities

Recommend the Board approve the following facilities use requests:

- *PAE PTO* to use the parking lot (and the building for bathroom use only) at the Park Avenue Elementary School on Saturday April 28, 2012 from 6:00 am to 3:00 pm for the purpose of conducting their annual yard sale. Pending receipt of a proper certificate of insurance naming the Freehold Borough Board of Education as additional insured have been obtained. No fees are associated with this event.
- *The Curriculum and Instruction Department* to use the gymnasium at the Park Avenue Complex on Thursday March 29, 2012 from 6:00 pm to 9:00 pm for the purpose of conducting a family literacy night. District insurance covers this event. No fees are associated with this event.
- *Freehold Borough Bulldogs* to use the gymnasium at the Park Avenue Complex on the following Wednesdays in April 2012; 11<sup>th</sup>, 18<sup>th</sup> and 25<sup>th</sup>; from 6:00 am to 3:00 pm for the purpose of conducting baseball practice. A proper certificate of insurance naming the Freehold Borough Board of Education as additional insured has been obtained. The group will pay the required \$75 fee for use of the facility.

21. State Contract Purchase – iPads

Recommend the Board to approve the purchase of the Apple iPad2 Learning Lab - 10 Pack for instructional use in the Gifted & Talented program in the amount of \$6,299.00 and the Apple VGA Adapter in the amount of \$29.00, for a total of \$6,328.00 from Apple Computers, Inc. on State Contract #A70259 to be appropriated from the GAAP Account 11-190-100-610-00-07.

22. State Contract Purchase – iPads (Strategic Planning)

Recommend the Board to approve the purchase of three (3) Apple iPad2 Learning Lab - 10 Packs for instructional use in the Kindergarten through Grade 2 program in the amount of \$3,790 each, for a total of \$11,370 from Apple Computers, Inc. on State Contract #A70259 to be appropriated from the GAAP Account 11-190-100-610-00-08.

23. State Contract Purchase – MacBooks and Cart

Recommend the Board to approve the purchase of twenty (20) Apple MacBook Air laptops plus one (1) Learning Lab Cart for instructional use in Grades 6 through 8 at the Freehold Intermediate School for a total of \$30,889 from Apple Computers, Inc. on State Contract #A70259 to be appropriated from the following GAAP Accounts:

Title I SIA	20-240-100-600-00-01-60	\$11,700.00
Title I SIA	20-240-100-600-00-00-60	8,075.77
District Instruction	11-190-100-610-00-00-08	<u>11,113.23</u>
		\$30,889.00

## J. PERSONNEL

### 1. Withholding of Increment

Whereas, the Superintendent of Schools has recommended withholding the employment and adjustment increments for S.A.K. for the 2012-2013 school year for poor teaching performance;

Whereas, the Superintendent of Schools has identified and explained several reasons for withholding the increment related to S.A.K.'s performance as teacher;

Now, therefore, be it resolved by the Freehold Borough Board of Education that, upon the recommendation of the Superintendent of Schools, the employment and adjustment increment of S.A.K., a teaching staff member, shall be withheld for the 2012-2013 school years and 2013-2014 (January 1, 2013 through December 31, 2013) based on his performance in his position.

### 2. Resignation of Part-time Administrative Assistant

Recommend the Board accept with regret the resignation of Elaine Badalamenti, effective March 30<sup>th</sup>, 2012.

### 3. Approval of Volunteer

Recommend the Board approve Marcy Baron as a volunteer to help reorganize the library.

### 4. Employment of Custodian

Recommend the Board approve the employment of Jose Yanes as custodian for the remainder of the 2011-2012 school year, effective April 16<sup>th</sup>, 2012, at Step 1 of Custodians Guide, \$26,010, plus \$450 for boiler license and \$800 night differential (prorated). Mr. Yanes Criminal History is on file in the Superintendent's office. (replacement for Stasia Buczek who retired.)

### 5. Employment of Long-Term Substitute Clerical Assistant

Recommend the Board approve Marcelina Roman, long term substitute clerical assistant, for the remainder of the 2011-2012 school year, effective April 10<sup>th</sup>, 2012, at Step 1 of Teacher Assistant's Guide, \$18,814 (prorated), pending Criminal History approval (replacement for Kristy Sutton's maternity leave).

### 6. Child Care for Special Ed Advisory Committee meetings

Recommend the Board approve Yatta Dukuly to supervise childcare for Special Education Advisory Committee meetings for the 2011/2012 school year at the rate of



\$30/hr not to exceed 180.00 to be appropriated from GAAP Account 20-232-200-100-00-02-03.

7. Title I/Title III Summer Program Coordinator

Recommend the Board Natasha Perski as Title I/Title III Summer Program Coordinator from April – August 31<sup>st</sup>, 2012. Stipend of \$5,500 to be appropriated from account # 20-231-200-100-00-05-03.

8. NJ ASK Saturday Test Prep Program

Recommend the Board approve the following anticipated staff for the NJ ASK Saturday Test Prep Program for 4 hours per day, not to exceed 20 hours each at a rate of \$30 per hour for 5 weeks. To be charged as follows:

Grades 4-8 – 21<sup>st</sup> CCLC Account #: 20-307-100-100-00-00-03:

Sarah Jacobsen  
Amanda Urbano

9. Employment of Substitute Teacher with a College Degree

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

Larissa Cervantes                      M.A., NJ City University (Special Education)

10. Employment of Substitute Teacher without a College Degree

Recommend the Board approve the following substitute teacher without a college degree for the 2011-2012 school year, pending Criminal History approval.

Philip Scimone                      A.S., 64 credits, Empire State College (Labor Studies)

K. NEW BUSINESS/ADDENDA

L. DISCUSSION ITEMS

M. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

N. PUBLIC COMMENTS

O. REPORTS FROM BOARD MEMBERS

P. EXECUTIVE SESSION

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 March 26<sup>th</sup>, 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. No items anticipated

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

Q. ADJOURNMENT