

**FREEHOLD BOROUGH BOARD OF EDUCATION
MINUTES OF THE PUBLIC BOARD ACTION MEETING HELD ON
Monday, September 26, 2011**

A. OPENING STATEMENTS

1. Call to Order

The Public Board Meeting was called to order by President Jordan, in the Gymnasium of the Park Avenue School Complex, 280 Park Avenue, Freehold, New Jersey, 07728 at 7:01 PM. She said the meeting was in compliance with the Open Public Meeting Act, C 231, P.L. 1975. Present were Mrs. Jordan, Mr. Keelan, Dr. Lichardi, Mrs. MacCutcheon, Mr. Parke, Mr. Patrick, Mr. Reich and Mr. Xavier. Superintendent O’Connell and Board Secretary Patrick DeGeorge were also present. Mr. Tennant was absent.

Staff	Audience
Nancy Maresca	Jackie Corley
Rosana Santos	
Emily Mangino	
Ronnie Dougherty	
Shauna Schubiger	
Allyssa Townsend	
Jill Alexander	
Michael Haynes	
Shaun Blessing	
Cecilia Zimmer	
Angela Issac	
Nicolina Harker	
Dawn Fetterly	
Laura Egan	
Lauren Zaremba	
Shannon Keeley	
Mike Reed	
Rich Pepe	
Joe Bilotti	
Julie Snedden	
Jen Donnelly	
Kari Schmidt	
Heather Newman	
Jessica Perez	
Anne Marie McMahan	
Eric Gross	
Mike Sauser	
Tammy Ciok	

2. Pledge of Allegiance

Mrs. Jordan led the pledge of allegiance.

3. Roll Call

Mrs. Jordan asked Mr. DeGeorge to call the roll.

B. BOARD PRESIDENT/VICE PRESIDENT COMMENTS

None

Mrs. MacCutcheon offered the following motion, seconded by Mr. Patrick:

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 September 12th, 2011.

ROLL CALL VOTE

AYES	Mrs. Jordan, Mr. Keelan, Dr. Lichardi, Mrs. MacCutcheon, Mr. Parke, Mr. Patrick, Mr. Reich, Mr. Xavier
NAYES	None
ABSTAIN	None

D. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

E. SUPERINTENDENT’S/BOARD SECRETARY’S REPORT

1. Recognition of Tenured and New Staff Members -

The Superintendent expressed her great pleasure in recognizing the newly tenured teachers and welcoming the new staff members. Mrs. O’Connell also expressed a heartfelt thank you to Dina Galifi on making her wonderful punch, which we will all enjoy during our brief reception. Mrs. O’Connell welcomed all in attendance to please stay and enjoy it with us. At this time, Mrs. O’Connell read off the names according to school order of all newly tenured staff. After these employees were recognized, Mrs. O’Connell then welcomed and recognized the newly hired staff, announcing each staff member and all degrees and certifications they bring to our district. District Level newly hired staff were then recognized with a special welcome to Mr. Jerabek (who could not be in attendance this evening) who is the acting Principal of FIS for the school year of 2011-2012.

(Details of this discussion are available on the related video recording of the meeting which is posted on the district website, and which will be available for viewing beginning next Tuesday at 10 pm on Comcast Cable Channel 97.)

Mrs. O’Connell pointed out how pleased she is to see such a varied and rich background along with multiple certifications being brought to our district. She appreciates the talents and hard work all staff will be bringing to benefit our students.

2. Presentation by Ted Hopkins of Fraytak, Veisz, Hopkins, Duthie, PC

Mrs. O’Connell introduced our architect of record, Mr. Ted Hopkins, of Fraytak, Veisz, Hopkins, Duthie, PC. Mr. Hopkins gave a PowerPoint presentation of the” Comprehensive Facilities Study

for 2 Schools” This study was completed after spending the last few months looking at our facilities.

(Details of this discussion are available on the related video recording of the meeting which is posted on the district website, and which will be available for viewing beginning next Tuesday at 10 pm on Comcast Cable Channel 97.)

At the end of the discussion and question & answer time, Board President, Mrs. Jordan expressed her thanks to Mr. Hopkins for making it easy to understand.

3. Calendar/Announcements

▪ Agenda Items

At this time, Mrs. O’Connell made the following changes to the agenda:

- The presentation and adoption of the District Safety Manual will be moved to the next BOE meeting on October 10, 2011.
- Item H.1. will also be removed from tonight’s agenda and moved to the next BOE meeting on October 10, 2011

- HIB (Harassment Intimidation & Bullying) Report -- As mandated by law, tonight is the first report of our district’s HIB incidents. Mrs. O’Connell then gave the reports by school.
 - FLC – 2 incidents reported. 1 incident was on the playground, 1 incident was in the cafeteria. Both investigations were conducted by Guidance Counselor, Kari Schmidt in accordance with the new HIB law. Both incidents were determined **not** to be acts of HIB.
 - FIS – 7 incidents were reported. 4 incidents occurred in classrooms, 1 in a hallway, 1 outside a classroom and 1 in the boy’s locker room. All investigations were conducted by the Guidance Counselor, Heather Newman in accordance with the new HIB law. 3 incidents were determined to be acts of HIB, 4 incidents were determined to **not** be acts of HIB.
 - PAE – There were no investigations conducted at PAE.

(A brief discussion followed between the Board Members and Mrs. O’Connell regarding the HIB procedures and release of information. Details of this discussion are available on the related video recording of the meeting which is posted on the district website.)

▪ Calendar - Mrs. O’Connell

- Freehold Borough schools are closed this Thursday and Friday for Rosh Hashanah.
- The Latino Festival will take place this Saturday, October 1st in Downtown Freehold from 11:00am – 7:00pm.
- Progress reports will be issued on Friday, October 7, 2011.
- The first FIS Student Council Dance is scheduled for Friday, October 7th from 5:30pm – 8:00pm.
- In accordance with the new Anti-Bullying Law, each school will hold activities in recognition of the “Week of Respect” from October 3 – 7, 2011.
- Monday, October 10, 2011 is ½ day for students. Staff will participate in Professional Development during the afternoon.
- Our next BOE meeting is Monday, October 10, 2011 at 7:00pm in the FLC Cafeteria.

▪ Announcements - Mr. DeGeorge

- Mr. DeGeorge spoke to the Board Members regarding the required criminal background history check.

- If a Board Member has completed the background check and is requesting reimbursement, please get the receipts necessary to Mr. DeGeorge ASAP.
- If a Board Member has not completed the background check, or has not begun the process of obtaining one, please see Mr. DeGeorge ASAP. We have very clear directions from the Monmouth County office and Board Members will be removed if these directions are not followed.

Mrs. MacCutcheon offered the following motion, seconded by Mr. Keelan:

F. INSTRUCTION

1. Abolish Policy # 2461 – Special Education/Receiving Schools
Recommend the Board abolish Policy # 2461 *Special Education/Receiving Schools*, as the Department of Education has provided clarification that this Policy is only required by educational services commissions, jointure commissions, regional day schools, and county special services school districts.
2. Abolish Regulations – Special Education/Receiving Schools Regulations:
Recommend the Board abolish the following regulations related to Policy # 2461 – Special Education/Receiving Schools as the Department of Education has provided clarification that this Policy is only required by educational services commissions, jointure commissions, regional day schools, and county special services school districts:
 - #2461-01 – Special Education/Receiving Schools – IEP Implementation
 - #2461.02 – Special Education/Receiving Schools – Suspension
 - #2461.03 – Special Education/Receiving Schools – Pupil Records
 - #2461.04 – Special Education/Receiving Schools – Special Education & Related Services
 - #2461.05 – Special Education/Receiving Schools – IEP Compliance
 - #2461.06 – Special Education/Receiving Schools – Highly Qualified & Appropriately Certified Staff
 - #2461.07 – Special Education/Receiving Schools – Termination of Placement
 - #2461.08 – Special Education/Receiving Schools – In-Service Training
 - #2461.09 – Special Education/Receiving Schools – Statewide & District-Wide Assessment Programs
 - #2461.10 – Special Education/Receiving Schools – Full Educational Opportunity
 - #2461.11 – Special Education/Receiving Schools – Staff Consultation
 - #2461.12 – Special Education/Receiving Schools – Length of School Day & Academic Year

G. PUPILS

1. Out of District Placement
Recommend the Board approve SID #10210090 to attend out of district placement program at CPC, as per student's IEP, at a tuition rate of \$61,200 to be appropriated from GAAP Account 11-000-100-566-00-00-04.
2. Out of District Placement
Recommend the Board approve SID # 10210351 to attend out of district placement program at M-OESC Choices at a tuition rate of \$19,686 to be appropriated from GAAP Account 11-000-100-566-00-00-04.

3. Home Instruction

Recommend the Board approve Diane Dispenza to provide home instruction to SID # 10200923 on an as needed basis for the 2011-2012 school year at the rate of \$35/hr to be appropriated from GAAP Account 11 150 100 320 00 00 04.

H. ADMINISTRATION

As noted in E.3., Item H.1. has been moved to the October 10, 1011 Board of Education meeting.

I. BUSINESS

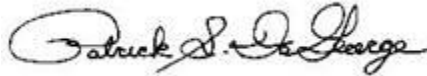
1. Approval of Travel Related Expenses

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

2. 1701 Reporting for August 2011

Board Secretary Report for August 2011

Pursuant to N.J.A.C. 6A:23-2.12(d), I do certify that as of August 31, 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.



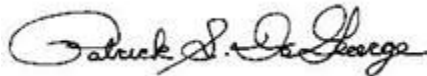
Patrick S. DeGeorge
Board Secretary

September 26, 2011

Date

Treasurer of School Funds Report for August 2011

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



Patrick S. DeGeorge
Board Secretary

September 26, 2011

Date

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:20.10(e), certify that as of August 31, 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.

3. 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 August 31, 2011.

4. Manual Check Register – August 2011
Recommend the Board approve the *Manual Check Register* for August 2011 in the amount of \$0.
5. Payroll Agency Check Register – August 2011
Recommend the Board approve the *Payroll Agency Check Register* for August 2011 in the amount of \$405,636.52.
6. Compensation Trust Check Register – August 2011
Recommend the Board approve the *Compensation Trust Check Register* for August 2011 in the amount of \$0.
7. Payment of Bills – September 26, 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 July 18, 2011 as follows:

Fund 11 – General Current Expense	\$425,268.57
Fund 12 – Capital Outlay	0.00
Fund 20 – Grants and Entitlements	33,253.10
Fund 60 – Food Service	<u>222.20</u>
Total	\$458,743.87

8. 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 enumerated below,

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.

1	HP Laserjet 1320	Not Working	\$0
2	CRT Monitors	Working/Obsolete	\$0
4	HP LaserJet 2600	Not Working/Obsolete	\$0
5	HP dx5150 Desktops	Not Working/Obsolete	\$0
7	HP dx2000MT	Not Working/Obsolete	\$0
9	HP Inkjet Printers	Not Working/Obsolete	\$0
10	Compaq Evo D510 Desktop	Not Working/Obsolete	\$0
15	Oki C5500 Laserjet Printers	Obsolete	\$0

J. PERSONNEL

1. Employment of FLC Clerical Assistant
Recommend the Board approve Shirley Crocitto as FLC Clerical Assistant for the 2011-2012 school year, effective October 17th, 2011, at Step 6 of Teacher Assistants Guide, (\$20,599) prorated, pending Criminal History Check.
2. Resignation of Yearbook Advisor, WEB Coach and Lunch Duty Monitor
Recommend the Board accept the resignation Jeanna Corrigan as Yearbook Advisor, WEB Coach and Lunch Duty Monitor, effective September 23rd, 2011.

3. Employment of Staff for 21st 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: 21st 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>
Huang	Grace	Teacher	\$30.00/hour
Klott	Rachel	Teacher	\$30.00/hour
Latshaw	Charles	Teacher	\$30.00/hour
O'Rourke	Molly	Teacher	\$30.00/hour

4. Revised Approval of Extra-curricular Stipends
 Recommend the Board approve the following staff members for revised extra-curricular stipends for the 2011-2012 school year:

Tracie Vaz	PAE Yearbook Advisor	\$ 2,115/year
Tracie Vaz	FIS Yearbook Advisor	\$ 2,115/year

5. Approval of FIS Lunch Duty Staff
 Recommend the Board approve the following FIS lunch duty staff for the 2011-2012 school year at a rate of \$15/session.

Angela Germano
 Heidi Brache
 Mike Reed
 Carolina Garrett
 Kristin Morris
 Alyssa Townsend
 Rachel Klott (substitute)
 Shaun Blessing (substitute)

6. Reemployment of Custodial/Maintenance Workers
 Recommend the Board approve the reemployment of the following custodian/maintenance worker for the 2011-2012 school year: (12 month employee) (salary pending negotiations) to be appropriated from GAAP Account 11-000-261-100-00-00-05.

Jermaine Moore	Step 10	\$39,700
----------------	---------	----------

7. Grant Funded Positions (2011-2012)
 Recommend the Board approve grant funded positions for the 2011-2012 school year as follows:

No Child Left Behind (NCLB)

Title I

Staff		Adj. Gross	Title IA			General Fund		
Name	PCR#	Salary	Allocation	%	GAAP Account	Allocation	Fund %	GAAP Account
Brache	STCH0030	\$55,615	\$44,492	80%	20-231-100-101-00-00-03	\$11,123	20%	11-130-100-101-01-00-09
Casciano	STCH0011	\$44,410	\$44,410	100%	20-231-100-101-00-00-03	\$ -	0%	N/A
Germano	8THT0005	\$48,760	\$48,760	100%	20-231-100-101-00-00-03	\$ -	0%	N/A
Guerrero	STCH0026	\$44,410	\$44,410	100%	20-231-100-101-00-00-03	\$ -	0%	N/A
Ippolitto	STCH0009	\$48,100	\$48,100	100%	20-231-100-101-00-00-03	\$ -	0%	N/A
Jacobsen	STCH0010	\$45,910	\$45,910	100%	20-231-100-101-00-00-03	\$ -	0%	N/A
Perski	STCH0027	\$50,450	\$50,450	100%	20-231-100-101-00-00-03	\$ -	0%	N/A
Dec	TITLEI01	\$57,780	\$57,780	100%	20-231-200-100-00-01-03	\$ -	0%	N/A
		<u>\$395,435</u>	<u>\$384,312</u>			<u>\$11,123</u>		

Title IIA

Staff		Adj. Gross	Title IIA			General Fund		
Name	PCR#	Salary	Allocation	%	GAAP Account	Allocation	Fund %	GAAP Account
Fetterly	4THT0004	\$44,910	\$31,886	71%	20-270-100-101-00-00-03	\$13,024	29%	11-120-100-101-09-00-09

Title III

Staff		Adj. Gross	Title III			General Fund		
Name	PCR#	Salary	Allocation	%	GAAP Account	Allocation	Fund %	GAAP Account
Zimmer	SUPVESL1	\$44,910	\$31,886	71%	20-270-100-101-00-00-03	\$13,024	29%	11-000-221-102-00-00-03

Preschool Education Aid

Staff		Adj. Gross	Preschool Education Aid			General Fund		
Name	PCR#	Salary	Allocation	%	GAAP Account	Allocation	%	GAAP Account
Jerabek	PRIN0003	\$119,094	\$ 9,527	8%	20-218-200-102-00-00-09	\$109,567	92%	11-000-240-103-00-00-09
Dougherty	PRIN0001	\$109,889	\$ 9,890	9%	20-218-200-102-00-00-09	\$ 99,999	91%	11-000-240-103-00-00-09
Ortiz	PSYC0002	\$ 82,113	\$ 12,986	16%	20-218-200-104-00-00-09	\$ 69,127	84%	11-000-219-104-00-00-04
Marx	SCWK001	\$ 47,260	\$ 14,178	30%	20-218-200-104-00-00-09	\$ 33,082	70%	11-000-219-104-00-00-04
Filipek	PREK0004	\$ 62,590	\$ 62,590	100%	20-218-100-101-00-00-09	\$ -	0%	N/A
Savino	PREK0002	\$ 46,760	\$ 46,760	100%	20-218-100-101-00-00-09	\$ -	0%	N/A
Sverapa	STCH0033	\$ 44,410	\$ 44,410	100%	20-218-100-101-00-00-09	\$ -	0%	N/A
Wolff	PREK0001	\$ 45,410	\$ 45,410	100%	20-218-100-101-00-00-09	\$ -	0%	N/A
Diamandidis	SPED0001	\$ 18,814	\$ 18,814	100%		\$ -	0%	N/A
		<u>\$ 576,340</u>	<u>\$264,565</u>			<u>\$311,775</u>		

8. CHIPRA Grant Project Director
Recommend the Board approve Cecilia Zimmer as Project Director of the Children's Health Insurance Program Reauthorization Act (CHIPRA) grant for the 2011-2012 school year at a rate of \$30/hour, not to exceed 67 hours for a total of \$2,010 to be charged to GAAP Account # 20-438-200-100-00-81.
9. Resignation of Part-time Inschool Suspension Teacher Assistant and Part-time Special Education Teacher
Recommend the Board accept the resignation of Desiree Pena as part-time in school suspension assistant and part-time special education teacher at the Freehold Intermediate School for the 2011-2012.
10. Employment of Special Education Teacher Assistant
Recommend the Board approve Desiree Pena (PCR# ASST0026) as a special education teacher assistant at the Park Avenue Elementary School for the 2011-2012 school year (10 month employee) at \$23,599 (Step 9 of the TA Guide) to be appropriated from GAAP Account 11-190-100-106-00-00-09. Ms. Pena holds a B.A. in Sociology from Georgian Court University and holds Elementary with Middle School Social Studies and Teacher of Students with Disabilities certifications.
11. Network Trainer for Foodservice
Recommend the Board approve Cathy Salley as network trainer for the district's Foodservice operation from August 11, 2011 thru September 6, 2011 at a rate of \$15 per hour, not to exceed \$105 to be appropriated from GAAP Account 60-610-310-100-00-00-09.
12. Re-employment of Staff for 21st Century Community Learning Center Grant
Recommend the Board approve Elaine Badalamenti as 21st CCLC Office Assistant for 2011-2012 for 672 hours at \$15 per hour, not to exceed \$10,080 to be appropriated from 21st CCLC GAAP Account # 20-307-200-100-00-00-03.
13. 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

Colleen Ray B.A., Rutgers University (Accounting)

K. NEW BUSINESS / ADDENDA

PERSONNEL

1. Substitute Nurses
Recommend the Board approve Clair Lasky and Barbara Campbell as substitute nurses for the 2011-2012 school year at the rate of \$150/day, on an as needed basis from Account # 11-000-213-100-00-03-04. Mrs. Lasky and Mrs. Campbell's Criminal History approval are on file with Freehold Township school district.

ROLL CALL VOTE

AYES	Mrs. Jordan, Mr. Keelan, Dr. Lichardi, Mrs. MacCutcheon, Mr. Parke, Mr. Patrick, Mr. Reich, Mr. Xavier,
NAYES	None
ABSTAIN	None

L. DISCUSSION ITEMS

- Dan Xavier was trying to figure out the purpose of the policy committee; if it takes direction from the School Board, simply make the legal verbiage or if they review the information and put their own spin on it.

(Details of this discussion are available on the related video recording of the meeting which is posted on the district website, and which will be available for viewing beginning next Tuesday at 10 pm on Comcast Cable Channel 97.)

- Dr. Lichardi expressed concern regarding the flow of traffic in front of the PAC Complex. He would like to know if there is any way to get a staff member there to prevent parents and taxis from parking and stopping to drop off students. This stops the flow of traffic and makes a hazard which is difficult to navigate.
- Dr. Lichardi also inquired as to why there is not always a staff member by the bike rack in the afternoon at dismissal.

(Details of the discussion which followed are available on the related video recording of the meeting which is posted on the district website, and which will be available for viewing beginning next Tuesday at 10 pm on Comcast Cable Channel 97.)

- Mrs. Jordan referred to a past meeting when we discussed School Messenger. Mrs. Jordan would like to get the percentage of the student population with email access. Mrs. O'Connell said yes, and she will look into how far along the staff is in entering all necessary information.

M. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

None

N. PUBLIC COMMENTS

- Pat Jaeger, 21 Barkalow Avenue, Freehold, NJ – Ms. Jaeger is a Grandmother to a 1st grade student in the Freehold Borough School District. Ms. Jaeger expressed concern as to the placement her granddaughter received after requesting to attend PAE, and was assigned to FLC for this current school year. Ms. Jaeger requested PAE since they live so close to this school and the student is a walking student. Although she is not happy, she does understand the overcrowding issue we face. Ms. Jaeger wanted to know what the school policy is for busing and walking students.

(Details of the discussion which followed are available on the related video recording of the meeting which is posted on the district website, and which will be available for viewing beginning next Tuesday at 10 pm on Comcast Cable Channel 97.)

O. REPORTS FROM BOARD MEMBERS

None

Mr. Parke offered the following motion, seconded by Mr. Patrick:

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 September 26th, 2011 at 9:00pm to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be 30 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. Harassment, Intimidation and Bullying Report
2. Personnel

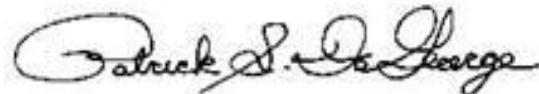
ITEMS DISCUSSED IN EXECUTIVE SESSION WILL NOT RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.

(The public portion of the meeting reconvened at 9:51 pm)

Q. ADJOURNMENT

Moved by Mr. Parke and seconded by Mr. Keelan that the Board of Education adjourn the Board meeting at 9:52 PM.

Unanimously approved



Patrick S. DeGeorge
Board Secretary