

**FREEHOLD BOROUGH BOARD OF EDUCATION
MINUTES OF THE PUBLIC BOARD ACTION MEETING HELD ON
Monday, October 10, 2011**

A. OPENING STATEMENTS

1. Call to Order

The Public Board Meeting was called to order by President Jordan, in the Gymnasium of the Freehold Learning Center, 30 Dutch Lane Road, Freehold, New Jersey, 07728 at 7:04 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, 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. Dr. Lichardi arrived at 7:09pm.

Staff	Audience
Ronnie Dougherty	Jackie Corley
Joy Forrest	Clare Celano
Jennifer Donnelly	
Richard Pepe	
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. Parke:

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 28th, 2011.
2. Recommend the Board approve the release to the public of the executive minutes of the Board Action Meeting Agenda held on September 28th, 2011 at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

ROLL CALL VOTE

AYES	Mrs. Jordan, Mr. Keelan, 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. District Security Plan for 2011-2012 – Mrs. Jennifer Donnelly/Mrs. Joy Forrest

The Superintendent introduced Joy Forrest and Jennifer Donnelly to present the District Security Plan. Mrs. Forrest introduced Mrs. Donnelly, the Supervisor of Instruction and Anti-Bullying Coordinator who will be taking over the District Security Plan. Mrs. Forrest and Mrs. Donnelly will be working in coordination this year to ensure a smooth transition. Both Mrs. Forrest and Mrs. Donnelly attended the Homeland Security Conference to get all necessary updates on what our district needs to do to be in compliance with 2012 deadlines. A PowerPoint presentation explained all the drills our district practices and how the District Safety Team debriefs after each drill to perfect our security measures. The District Safety Team also meets 4 times each year. In addition, each school has their own School Safety Team.

(Details of this PowerPoint presentation and discussions between Board Members and Administration are available on the related video recording of the meeting, which is posted on the district website, and which will be available for viewing next Tuesday at 10 pm on Comcast Cable Channel 97.)

2. 2011 – 2012 Initiatives – Mrs. Elizabeth O’Connell, CSA

Mrs. O’Connell presented our districts “Big Picture” Initiatives for the current school year. The overview of her presentation included: Core Content State Standards, rollout dates for these standards in Mathematics and English Language Arts (ELA), measures of teacher practice, strategic planning and the computerized assessments called the PARCC (Partnership for Assessment of Readiness for College and Careers). The PARCC tests should be ready for district administration the summer of 2015 and will include grades 3-8. There is no funding available to help the district prepare for the administration of PARCC.

(Details of this PowerPoint presentation and all 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.)

3. Curriculum Update – Mr. Richard Pepe

Mr. Pepe used a Smartboard for his presentation on “*Curriculum & Instruction – Developing a Vision for Growth*” Some of the areas, Mr. Pepe covered include: Standards and Assessments, our district’s C&I Audit results (audit done through Go Teach Consultants, LLC), and Achievement and Growth for our district. The possibility of creating a District Data Team was also presented to be sure all data is analyzed to best help each student in district. Mr. Pepe also discussed the teacher evaluation program which will be in place in the near future.

(Details of this SmartBoard presentation and all 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.)

4. Harassment, Intimidation and Bullying (HIB) Report – Mrs. Elizabeth O’Connell

Mrs. O’Connell presented the HIB report to the Board of Education, separated by school:

- FIS – 7 HIB investigations were conducted. One (1) incident occurred in the PAC Gymnasium and two (2) reports did not specify a location. This does not indicate a lack of information. These are situations where verbal communication occurs throughout the school day in various locations. All investigations were conducted by Heather Newman, Guidance Counselor and Anti-Bullying Specialist for FIS in accordance to the HIB law. Three (3) investigations **were** determined to be acts of HIB.
- PAE – 2 HIB investigations were conducted. One (1) **was** found to be an act of HIB and occurred in the PAC Gymnasium. All investigations were conducted by Kelly Korz, Guidance Counselor and Anti-Bullying Specialist for PAE in accordance to the HIB law.
- FLC – 1 HIB investigation was conducted. This incident was determined to **not** be an act of HIB. The investigation was conducted by Kari Schmidt, Guidance Counselor and Anti-Bullying Specialist for FLC in accordance to the HIB law.
- All 3 schools held anti-bullying activities for the “Week of Respect”, from October 3–7, 2011. There was an article in the “Asbury Park Press” on our schools activities during this week.

5. Calendar/Announcements

Mrs. Elizabeth O’Connell

- A Reminder: Progress reports for FIS will be issued on Friday, October 14, 2011, **not** October 7th.
- Our next BOE meeting is Monday, October 17, 2011 in the PAC Gymnasium at 7:00pm. (this was re-scheduled from the original date of October 24th).
- On Tuesday evening, October 18, 2011, Jed Baker will be here to present information on “*Behavioral Strategies and Social Skills*” from 6:00 – 8:30pm in the PAC Gymnasium. We have opened up attendance for this event to the other sending districts.
- Mrs. O’Connell has submitted a letter of support on Friday, October 7, 2011 to the Division of Early Childhood at the Department of Education for the State’s “Race to the Top” application for Early Childhood Programs.

Mr. DeGeorge

At this time, Mr. DeGeorge made the following changes to the agenda:

- Item J.9. – Change from \$15.00/hr to \$15.80/hr
- Item J.12. – Correction to names: replace Kelly Kole with Shelly Kole and replace Erika Troy with Julie Snedden

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

F. INSTRUCTION

1. 2nd Reading of Abolish Policy # 2461 – Special Education/Receiving Schools

Recommend the board approve the 2nd reading of 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. 2nd Reading of Abolish Regulations – Special Education/Receiving Schools Regulations:
 Recommend the board approve the 2nd reading of 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

3. Approval of Social Skills Program – Special Programs
 Recommend the board approve the Social Skills Program at the Park Avenue Elementary School from October 17, 2011 through May 23, 2012, 1.5 hours per day, 2 days per week, on Mondays and Wednesdays, from 3:00 pm – 4:30 pm.

4. Special Programs – Speech Services
 Recommend the board approve Sharon Ignoscia to deliver speech services to district students as per their IEP for the 2011-2012 school year at the rate of \$65/hr not to exceed 20 hours per week to be appropriated from GAAP Account number 11-000-216-320-00-04-04 (pending criminal history background check).

G. PUPILS

5. Out of District Tuition – Special Programs
 Recommend the board approve SID # 10210640 to attend Howell Township Public Schools for the 2011-2012 school year at a tuition rate of \$10,817 to be appropriated from GAAP Account number 11-000-100-562-00-00-04. This student previously resided in Freehold Borough and is now in a foster home placement in Howell Township.

H. ADMINISTRATION

1. Adoption of District Security Plan for 2011-2012 School Year
 Recommend the board adopt the District Security Plan for the 2011-2012 school year.

2. Memorandum of Agreement
 Recommend the board approve the Memorandum of Agreement with Local Law Enforcement, 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. Payment of Bills – October 10, 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 October 10, 2011 as follows:

Fund 11 – General Current Expense	\$111,935.87
Fund 12 – Capital Outlay	0.00
Fund 17 – Ed Jobs Fund	217,111.71
Fund 20 – Grants and Entitlements	5,836.10
Fund 60 – Food Service	<u>1,745.00</u>
Total	\$336,628.68

3. Translation Services – Child Study Team Meetings

Recommend the board approve Integrated Translation Services to provide translation services at Child Study Team (CST) meetings for the 2011-2012 school year up to 15 hours per month at a rate of \$55/hr., to be appropriated from GAAP Account number 11-000-219-330-00-04.

J. PERSONNEL

1. Grant Funded Positions (2011-2012)

Recommend the board approve grant funded positions for the 2011-2012 school year as follows:

Title III

Staff		Adj. Gross Salary	Title III			General Fund		
Name	PCR#	Salary	Allocation	%	GAAP Account	Allocation	Fund %	GAAP Account
Zimmer	SUPVESL1	\$83,000	\$19,920	24%	20-241-200-100-00-81	\$63,080	76%	11-000-221-102-00-03

2. 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

Last Name	First name	Position	Salary
Michal	Jennifer	Teacher	\$30.00/hour
Snyder	Adonia	Clerk	\$15.00/hour
Gray	Debra	Substitute Aide	\$15.00/hour
Chaffer	Maria	Substitute Aide	\$15.00/hour

3. 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:

Julie Snedden/Dawn Fetterly
Diane Dispenza

FLC Student Council
FLC Yearbook Advisor

\$ 2,115/year
\$ 2,115/year

4. Adjustment on Salary Guide

Recommend the board approve the adjustment on salary guide for Jill Alexander from M.A. to M.A.+ 30, effective September 1st, 2011.

Jill Alexander Step 3 -M.A.+30 \$49,110

5. Social Skills Program – Special Programs – Teachers

Recommend the board approve the following teachers for the Special Programs Social Skills Program from October 17, 2011 through May 23, 2012 for 3 hours per week, at the rate of \$30/hr, to be appropriated from GAAP Account number 11-204-100-101-00-04-04.

Heather Newman
Mary Sens-Azara
Nancy Maresca

6. Social Skills Program – Special Programs – Teacher Assistants

Recommend the board approve the following teacher assistants for the Special Programs Social Skills Program from October 17, 2011 through May 23, 2012 for 3 hours per week, at the rate of \$15/hr, to be appropriated from GAAP Account 11-204-100-106-00-04-04.

Jane Esdaile
Donna Johnson

7. Social Skills Program – Special Programs – Substitute Teachers

Recommend the board approve the following substitute teachers on an as needed basis for the Special Programs Social Skills Program from October 17, 2011 through May 23, 2012 for 3 hours per week, at the hourly rate of \$30/hr., to be appropriated from GAAP Account number 11-204-100-101-00-04-04.

Marissa Kreindler
Shara Casciano
Tara Picone

8. Social Skills Program – Special Programs – Substitute Teacher Assistants

Recommend the board approve the following substitute teacher assistants on an as needed basis for the Special Programs Social Skills Program from October 17, 2011 through May 23, 2012 for 3 hours per week, at the rate of \$15/hr., to be appropriated from GAAP Account 11-204-100-106-00-04-04.

Marissa Kreindler
Shara Casciano
Tara Picone

9. Special Programs – 1 to 1 Aide

Recommend the board approve Grace Gratto of the Howell Township Public Schools as a 1:1 aide for after school program for SID # 10100459, up to 2 hours per week at \$15.80/hr., to be appropriated from GAAP Account number 11-212-100-106-00-00-04.

10. Substitute Nurses

Recommend the board approve Wendy Gironda and Ann Marie Neuman as substitute nurses on an as needed basis at the rate of \$150/day to be appropriated from GAAP Account number 11-000-213-100-00-03-04. Ms. Gironda and Ms. Neuman’s Criminal History approval is on file with Freehold Township school district. (reaffirms polling of Board of Education)

11. Curriculum Writing – Gifted and Talented

Recommend the board approve Sharon Hennessy, Suzanne Peltzman, Heidi Brache, and Paula Desch for the Revision of the District Placement Criteria into the Gifted and Talented Program for up to 6 hours each at \$35 per hour not to exceed \$840 to be appropriated from GAAP Account 11-120-100-101-11-00-09.

12. NCLB Title I SIA Before School Tutoring Program – FLC

Recommend the board approve the following teachers to provide a total of 75 hours of before school tutoring at FLC during the 2011-2012 school year at the rate of \$30 per hour, not to exceed \$2,250 to be appropriated from NCLB Title I SIA GAAP Account 20-240-100-100-00-00-40.

- Shelly Kole – Teacher
- Julie Sneedden – Teacher
- Nicolina Harker – Teacher
- Dawn Fetterly – Coordinator

13. 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.

<i>Last Name</i>	<i>First Name</i>	<i>Verbal</i>	<i>Written</i>
Hobbs	Kelly	X	
Fay	Ana	X	X
Garrett	Carolina	X	X
Traynor	Anita	X	
Montaner	Nilsa	X	
Guerrero	Yalitza		X
Santos	Rosana	X	
Gomez	Diana	X	X
Isaacs	Angela	X	X

14. 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. Ms. Berg’s Criminal History is on file in the Superintendent’s office.

Christina Berg B.A., Monmouth University (Special Education/English)

(There was a brief discussion between Mr. Keelan and administration concerning J.9. & G.1. on the agenda. 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.)

ROLL CALL VOTE

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

K. NEW BUSINESS / ADDENDA

None

L. DISCUSSION ITEMS

- Dan Xavier, relaying information from the Communications Committee would like to put the main phone numbers on the main district web page for quick access. Mr. Xavier was also asking if it is possible to put the upcoming meeting agendas on the main page. A brief discussion between Mrs. Jordan, and Mrs. O'Connell occurred, explain the possibility of putting a link and how the website auto populates on the right side of the main page.
- Dan Xavier, also is the BOE representative for the HR Committee. Per Mr. Xavier, some members are wondering if we as a district can be mindful of the town council meetings when scheduling our board meetings. A brief discussion occurred realizing that, although both meetings are on Monday nights, they are on different scheduled times of the month.

(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.)

- Mr. Keelan inquired about the possibility of looking into using a local community bank for our district's banking needs. Mr. DeGeorge explained the fact he had looked into changing banks 3 times during the past 3 years he has been employed for our district. These banks could not provide the same level of service for the same price. But, Mr. DeGeorge continues to look into this once each year.

M. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

None

N. PUBLIC COMMENTS

- Joann Lamaruggine, 59 Kingsley Way, Freehold, NJ – Mrs. Lamaruggine expressed concern about not hearing the results of a grievance hearing 3 weeks ago. Mrs. Lamaruggine explained it has been 4 months since she was let go after working here 10 years. She wants somebody to tell her why. Mrs. O'Connell explained she will have her secretary resend the original letter which Mrs. Lamaruggine received last spring and will also resend the letter regarding the grievance hearing which was also sent directly to Mrs. Lamaruggine's home. Mrs. Lamaruggine then claimed she has never received either letter. Mrs. O'Connell assured Mrs. Lamaruggine the second mailing would go out right away and if Mrs. Lamaruggine was still not in receipt of them, to call Mrs. O'Connell and Mrs. O'Connell would see they were hand delivered.

(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

- Dan Xavier – I met with the Funding Finance Committee this past Thursday. I left notes in your mailbox, I want to present to the Board, hopefully in December to go over the goals and objectives of the committee and the strategies on December 12th if the agenda allows. The next Funding Finance Committee meeting may or may not be Thursday, October 27th at 8:00pm. Information will be forthcoming and meeting will be open to the public at Café 360.
- Ron Reich – on October 1st, I attended as a member of the legislative committee a meeting with Annette Jordan. One major item that came out of this meeting regards HIB. If a judge finds a reason to access punitive damages, we as a district need to be careful to be sure our insurance can cover such damages. This law is so new and so many things are not clear now. The other thing we discussed was the legislative agenda. There is not much pressing on that. I also want to take a moment to commend all 3 schools on what they have done for the “Week of Respect”. Our schools did meaningful programs to really teach the children.

At this time, Mrs. O’Connell thanked Mrs. Jennifer Donnelly for providing quite a bit of guidance on changes to the character of the schools

- Annette Jordan – going back to HIB. Now 1st or 4th year Board of Education members must be trained. This is highly recommended. As soon as information becomes available we will disseminate it.

At this time, Mrs. O’Connell told the Board, November 8, 2011 is a full day of staff in service. All teachers will receive HIB training from 8:30am – 10:30am. The Superintendent welcomed any Board members to attend if they are available.

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 October 10th, 2011 at 8:55pm 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. Confidential Matters - Harassment, Intimidation and Bullying Report
2. Confidential Matters – Personnel
3. Confidential Matters – Legal Proceedings
4. Confidential Matters – Collective Bargaining

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

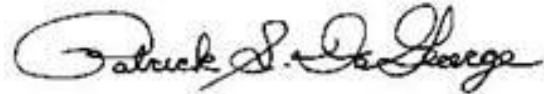
Vote: 8 Yes, 0 No, 0 Abstain

(The public portion of the meeting reconvened at 9:15 pm)

Q. ADJOURNMENT

Moved by Mr. Patrick and seconded by Mrs. MacCutcheon that the Board of Education adjourn the Board meeting at 9:16 PM.

Unanimously approved



Patrick S. DeGeorge
Board Secretary