

**FREEHOLD BOROUGH BOARD OF EDUCATION  
MINUTES OF THE PUBLIC BOARD ACTION MEETING HELD ON  
Monday, February 13, 2012**

**A. OPENING STATEMENTS**

1. Call to Order

The Public Board Meeting was called to order by Mrs. Jordan, in the Cafetorium of the Freehold Learning Center, 30 Dutch Lane Road, Freehold, New Jersey, 07728 at 7:00 PM. She said the meeting was in compliance with the Open Public Meeting Act, C 231, P.L. 1975. Present were: Mrs. Greitz, Mrs. Jordan, 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. Keelan was absent.

Staff	Audience
Jennifer Donnelly	Alli Mechanic
Mike Sauser	Paul Ceppi
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. A quorum of the board was present.

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

None

Mr. Parke 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 January 23<sup>rd</sup>, 2012.

**ROLL CALL VOTE**

AYES	Mrs. Greitz, Mrs. Jordan, 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. Calendar/Announcements – Mrs. O'Connell

- Race to the Top 3 (RTTT3) – Mrs. O'Connell gave an update on the RTTT3 application status. At the end of December, New Jersey was awarded approximately \$38 million to support several initiatives over the next 4 years. These include:
  - Transition to the Common Core Standards and high-quality assessments.
  - Develop an “Instructional Improvement System” to provide school districts with online instructional support tools, model curriculum and formative assessments.
  - Improving educator effectiveness through teacher and school leader evaluation frameworks.
  - Strengthening charter school monitoring and approval process
  - Building statewide capacity to implement, scale up and sustain these plans.

Fifty percent of the \$38 million will be designated to the State to support these priorities and 50% will be awarded directly to participating school districts to align with the State's plan. A “participating LEA” is an LEA that receives Title I funds and agrees to implement some of the States RTTT3 initiatives. These types of districts are eligible to receive funding through RTTT3. The minimum allotment for Freehold Borough is \$73,266 over 4 years. The funding could be more if other Title I districts decide not to participate. In order to participate, districts must FAX a Memorandum of Understanding to the DOE by February 15, 2012. Our district will be submitting a MOU tomorrow.

- Participating LEA's are notified of final allocation amounts on February 16<sup>th</sup>.
- Week of February 20<sup>th</sup> – Scope of Work (SOW) templates and application instructions are made available online.
- March 14<sup>th</sup> – SOW due to DOE
- End of March – LEA's formally approved
- July 1, 2012 – Approved participating LEA's may begin drawing down expenses.

(A brief discussion occurred between the BOE members and Administration regarding the RTTT3 process and timelines. Details 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.)

- Mayor Higgins will be touring our schools on Thursday, February 16, 2012.
- An early dismissal is scheduled for Friday, February 17<sup>th</sup> for Staff Professional Development.
- Schools are closed on Monday, February 20, 2012 for President's Day.
- Students will be dismissed early on Tuesday, Wednesday and Thursday for Parent/Teacher conferences (Feb. 21 – 23).
- A School Messenger notice will go out for an early dismissal schedule and President's Day.
- Mrs. O'Connell expressed some happy news regarding Future Problem Solvers. We have 2 teams moving to the State Competition. Our 5<sup>th</sup> Grade Team consists of 3 FLC students and 3 PAE students. They are: Evan Ciok, Simon Grisinger, Matthew Lichardi, Henry Nonnenmacher, Dominic Nonnenmacher and Kacey MacCutcheon. Eighth Grader, Kayla Ciok will be competing as an Independent Competitor. The competition will be held on-site in an online format from 3:00pm – 5:00pm on Friday, March 2<sup>nd</sup> in the PAE tech lab. The students will then attend the NJ State Bowl off-site competition at Montclair State University on March 17, 2012. Here the teams will present their Action Plans in a skit format and attend an Awards Ceremony.

- Our next BOE meeting is scheduled for Monday, February 27, 2012 7:00pm, in the PAC Cafeteria where the Preliminary Budget will be adopted.

2. Public Hearing on Harassment, Intimidation and Bullying – Mrs. O’Connell

Mrs. O’Connell opened the Public Hearing Portion to provide the Board of Education with the first of two reports of Harassment, Intimidation and Bullying incidents as required by S2392. The Public Hearing on Harassment, Intimidation & Bullying is for the time period of July 1, 2011 through December 31, 2011.

- There were a total of twenty (20) investigations conducted at Freehold Intermediate School. Eight (8) were determined to be acts of HIB.
- There were a total of 3 investigations conducted at Park Avenue Elementary School. One (1) was determined to be an act of HIB.
- There were a total of 3 investigations at Freehold Learning Center. None (0) were determined to be an act of HIB.
- There were no repeat offenders or repeat victims during this time period.
- Mrs. Donnelly, our Anti-Bullying Coordinator, has attended meetings with other ABC’s across the State. We are below the average of confirmed HIB’s for a district of our size. Mrs. Donnelly informed the Board of the training programs we have implemented in the district and was available to answer any questions. (The BOE members received a comprehensive confidential report on the investigations for the time period of July 1 – December 31, 2012).

(A brief discussion occurred between the BOE members and Mrs. O’Connell regarding HIB. Details 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 introduced, Mrs. Jennifer Donnelly, our Anti-Bullying Coordinator. Mrs. Donnelly wanted to share how impressed she was with our Anti-bullying Specialists in our district. A lot of hard work has already been done such as developing and implementing the School Safety Teams initiatives, creating a no name calling week and simply being respectful. Mrs. Donnelly stated she has set lessons with the guidance counselors and the kids are not only receptive but grasping the seriousness of not bullying. In the middle school, the hallways are lined up with initiatives; there is also guidance in classrooms and character education each month. Mrs. Donnelly wanted to applaud all the Guidance Counselors for moving forward so positively with the Anti-Bullying initiative.

Mrs. O’Connell stated this concludes the Public Hearing Portion of the meeting.

Harassment, Intimidation and Bullying Report – Mrs. Elizabeth O’Connell

Mrs. O’Connell explained there were three (3) incidents of HIB reported to the Board of Education:

- FIS –2 (two) HIB investigations were conducted by Heather Newman, Guidance Counselor and Anti-Bullying Specialist for FIS in accordance to the HIB law. One incident was determined to be an act of HIB, consisting of teasing, name-calling and demeaning comments. This incident occurred in a classroom and Boys’ Locker Room. It was a series of incidents. Students were counseled and a meeting was set up with parents of the students.
- PAE – 1 (one) HIB investigation was conducted by Kelly Hobbs, Guidance Counselor and Anti-Bullying Specialist for PAE in accordance to the HIB law. The incident consisted of name-calling and excluding a student. It was a series of incidents in the Cafeteria, Playground and 21<sup>st</sup> Century Program. This incident **was** determined to be an act of HIB. Students were counseled on how to become more aware of other people’s feelings and accepting differences

- in others.
- FLC – There were no HIB investigations at Freehold Learning Center.

3. NJSBAIG Safety Award – Mr. DeGeorge

Mr. DeGeorge presented the Board of Education with the Safety Award. He said that this is the second (consecutive) annual Safety Award from the Monmouth Ocean Shared Services Insurance Fund (MOCSSIF). This award is indicative of the level of measures put into place to raise safety awareness in our district. This level of safety affects the facilities, students and staff. Mr. DeGeorge expressed kudos to those who work on the District Safety Committee, which Mrs. Donnelly chairs. Mr. DeGeorge also expressed congratulations to the Board of Education as he presented Board President, Mrs. Jordan with the award.

4. Budget Workshop – Mr. DeGeorge

Mr. DeGeorge presented a PowerPoint and led a discussion regarding the district budget for the 2012-2013 school year. Mr. DeGeorge reviewed the three-step process of creating a school budget; 1) Estimate total revenue, 2) Draft a spending plan and 3) Determine if there is either a surplus or deficit. Mr. DeGeorge then projected a probable deficit of approximately \$350,000. He reminded everyone that all figures spoken about tonight are estimated, and that things will change between his estimated budget and the final budget.

(A discussion occurred between the BOE members and Mr. DeGeorge regarding the Board's feelings and impact any budget approval will have on tax payers and students alike. A way of communicating with parents prior to budget approval was also discussed. Details 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.)

F. INSTRUCTION

None

After a discussion on agenda item **I.8.** regarding the season fee of \$100.00 the Bulldogs Baseball Team will pay for field use April through December 2012, it was decided by the Board of Education to revise the agenda item limiting approval through June 30, 2012. In the meantime, the Board will have the Policy Committee revisit the current Facility Use policy and bring a possible revision to the Board of Education at a later time.

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

*Move to amend agenda item I.8. to state "Freehold Boro Bulldogs to use the PAC fields from April 1, 2012 to June 30, 2012"*

*8 Yes, 0 No and 0 Abstaon*

(Above details 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 offered the following motion, seconded by Mrs. Greitz:

G. PUPILS

1. Out of District Placement – Private School  
Recommend the Board approve SID # 10210095 to attend out of district placement at Collier High School for the remainder of the 2011-2012 school year at a per diem rate of \$265.16 to be appropriated from GAAP Account 11-000-100-566-00-00-04. This student previously attended Woodcliff Academy and is transferred to Collier High School on February 6<sup>th</sup> 2012.
2. Out of District Placement – Private School  
Recommend the Board approve SID # 10900006 to attend out of district placement at Bayshore Jointure Commission for the remainder of the 2011-2012 school year at a pro-rated tuition rate of \$23,000.00 and \$17,500.00 for 1:1 assistant, as per student's IEP, for a total of \$40,500.00 to be appropriated from GAAP Account 11-000-100-566-00-00-04.
3. Out of District Placement – Alternative School  
Recommend the Board approve SID # 10201142 to attend out of district placement at Choices (MOESC) for the remainder of the 2011-2012 school year at a pro-rated tuition rate of \$9,296.45 to be appropriated from GAAP Account 11-000-100-561-00-00-04.

H. ADMINISTRATION

None

I. BUSINESS

1. Payment of Bills – February 13, 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 February 13, 2012 as follows:  

Fund 11 – General Current Expense	\$550,245.74
Fund 12 – Capital Outlay	0.00
Fund 18 – Ed Jobs Fund	0.00
Fund 20 – Grants and Entitlements	49,521.99
Fund 60 – Food Service	<u>48,217.22</u>
Total	\$647,984.95
2. 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.
3. Amendment of Grant Application – IDEA (2011-2012)  
Recommend that the Board approve amendment of the 2011-2012 Individuals with Disabilities Education Act (IDEA) Application for carryforward funds from the 2010-2011 Final Report as follows:

	<i>Basic</i>	Original		Carryforward		Amended	
		Public	Nonpublic	Public	Nonpublic	Public	Nonpublic
100-100	Personnel Service – Salaries	\$351,761		\$11,400		\$363,161	
100-600	Instructional Supplies			4,265		4,265	
200-100	Personnel Service – Salaries			600		600	
200-200	Employee Benefits			207		207	
200-300 (1)	Purchased Services		\$50,457	3,310	9,077	3,310	\$59,534
200-500	Other Purchased Services						
200-600	Supplies and Materials						
	Total Basic	\$351,761	\$50,457	\$19,782	\$9,077	\$371,543	\$59,534
	<i>Preschool</i>						
100-500	Instructional Supplies	\$18,442				\$18,442	
100-600 (2)					\$324		\$324
200-300	Purchased Services						
200-600	Supplies and Materials						
	Total Preschool						
	Grand Total	\$18,442			\$324	\$18,442	\$324

(1) Nonpublic carryforward is net of a \$9,016 overpayment to the district.

(2) Nonpublic carryforward is net of a \$474 overpayment to the district.

4. Award of Contract – Internet and Ethernet Services

Recommend the Board approve Comcast Business Communications, LLC to provide 30 Mbps Ethernet Private Line (EPL) basic services, and 50 Mbps Ethernet Dedicated Internet (EDI) services across the district from July 1, 2012 through June 30, 2017 at a cost of \$1,950 per month to be appropriated from GAAP Account 11-000-230-530-00-02-09.

5. Award of Contract – Replacement of Smoke Detectors

Recommend the Board award Fire Security Technologies, Inc. located at 1709 Highway 34, Farmingdale, New Jersey the contract for the replacement of 49 standard smoke detectors and 2 duct smoke detectors at the Park Avenue Complex at a total cost not to exceed \$10,500 to be appropriated from GAAP Account 11-000-261-420-00-00-05. Quotations were received for this project in accordance with New Jersey Public Purchasing Law.

6. Award of Contract – Installation of Fire Alarm Strobes  
Recommend the Board award Fire Security Technologies, Inc. located at 1709 Highway 34, Farmingdale, New Jersey the contract for the installation of 16 fire alarm strobes in bathrooms throughout the Park Avenue Complex at a total cost not to exceed \$4,600 to be appropriated from GAAP Account 11-000-261-420-00-00-05. Quotations were received for this project in accordance with New Jersey Public Purchasing Law.
7. Award of Contract – Repair of PAC Exit Road  
Recommend the Board award Krebs Construction located at P.O. Box 1, Spring Lake, New Jersey the contract to widen a 1,600 square foot portion along the exit road at the Park Avenue Complex through excavation and removal of approximately 50 yards of existing material and installation of 25 yards of crushed concrete and 25 yards of asphalt millings, at a cost not to exceed \$3,500 to be appropriated from GAAP Account 11-000-261-420-00-00-05. Quotes were solicited in accordance with New Jersey Public Purchasing Law.
8. Use of Facilities  
Recommend the Board approve the following facilities use requests:
  - *Girl Scouts of the Jersey Shore* to use the PAE Gymnasium from 12:30 p.m. to 3:30 p.m. on Saturday, March 10, 2012, for the purpose of conducting 100<sup>th</sup> Anniversary of Girl Scouts. Proper certificate of insurance naming the Freehold Borough Board of Education as additional insured has been obtained. The Group will pay the \$25.00 gym use fee as well as the contractual rate of \$35.00 per hour for a custodian.
  - *Freehold Boro Bulldogs* to use the PAC fields from April 1, 2012 to June 30, 2012 for the purpose of practice on the fields Saturdays from 12:00 p.m. to 4:00 p.m. Proper certificate of insurance naming the Freehold Borough Board of Education as additional insured has been obtained. Group will pay the \$100.00 fee for the season.

## J. PERSONNEL

1. Memorandum of Agreement  
RESOLVED, that the Memorandum of Agreement agreed to between the Freehold Borough Board of Education and the Freehold Borough Education Association dated January 12, 2012 covering the period from July 1, 2011 to June 30, 2013, be approved. Said Memorandum of Agreement is on file in the Office of the Business Administrator/Board Secretary.
2. Maternity/Disability Leave  
Recommend the Board approve maternity/disability leave for Angela Germano, effective March 5<sup>th</sup>, 2012 – May 2<sup>nd</sup>, 2012, with pay and with benefits. (using 37 sick days)
3. Family Medical Leave Act  
Recommend the Board approve family medical leave act for Angela Germano, effective May 3<sup>rd</sup>, 2012 – June 22<sup>nd</sup>, 2012, without pay and with benefits. (using 7 ½ weeks of FMLA)
4. Employment of Grade 4 Teacher (Maternity Leave)  
Recommend the Board approve Tiffany Burdge as a Grade 4 Teacher (Maternity Leave) at the Park Avenue Elementary School, from February 21, 2012 – May 31, 2012 at Step 3 – B.A. \$44,410 (prorated) of Teacher's Salary Guide, to be appropriated from GAAP Account 11-120-100-101-04-00-09, pending Criminal History Check. Ms. Burdge holds a B.S. in Education from Salve Regina University and holds a Teacher of Students with Disabilities certification. (Ms. Burdge is the maternity leave replacement for Danielle Giambrone.)



5. Employment of Grade 7 Teacher (Maternity Leave)

Recommend the Board approve Alyssa Abate as a Grade 7 Teacher (Maternity Leave) at the Freehold Intermediate School, from March 1, 2012 – June 22, 2012 at Step 3 – B.A. \$44,410 (prorated) of Teacher’s Salary Guide, to be appropriated from GAAP Account 11-130-100-101-04-00-09, pending Criminal History Check. Ms. Abate holds a B.S. in Elementary Education and English Literature from Rider University and holds a certification in Elementary Education with a Middle School Endorsement in Language Arts. (Ms. Abate is the maternity leave replacement for Angela Germano.)

6. Employment of FIS Softball Coach

Recommend the Board approve Christina Rodriguez, as FIS Softball Coach for the 2011-2012 school year, at a stipend of \$3,070, pending Criminal History approval.

7. Employment of Staff for 21st Century Community Learning Center After School Programs

Recommend the Board approve the following anticipated staff for the 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.

<i>Last Name</i>	<i>First name</i>	<i>Position</i>	<i>Salary</i>
Cirino	Christine	Substitute Teacher	\$30.00/hour
Krasowski	Stanley	Teacher	\$30.00/hour

8. 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.

Rachel Rubinstein                      B.A., Quinnipiac University (Psychology)

**ROLL CALL VOTE (with amendment of I.8.)**

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

K. NEW BUSINESS / ADDENDA

- Dr. Lichardi – there were a couple of occasions where the crossing guard noted during FIS dismissal; it was problematic leaving campus and going down Kiawia onto Brinkerhoff. Especially this week. There seems to be less police/teacher presence. I realize this is a walking district, can we ask for some sort of authoritative assistance? As the kids leave, they return to pick up siblings and during that second round there is obnoxious behavior, walking on lawns and garbage being left behind.

(A discussion occurred between the BOE members and Administration. Mrs. O’Connell stated she will bring this issue up at the Administration Meeting tomorrow and she will also reach out to the Freehold Borough Police Department. Details 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.)



#### L. DISCUSSION ITEMS

None

#### M. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

- Susan Greitz (on behalf of the PAE PTO) –on March 3, 2012 is the PAE PTO Basket Raffle. It is \$10.00 for a ticket, the door opens at 6pm and the raffle begins at 8pm.

#### N. PUBLIC COMMENTS

None

#### O. REPORTS FROM BOARD MEMBERS

- Mr. Xavier – the Human Relations Committee will have a tribute to Martin Luther King on April 5, 2012 at Boro Hall from 4:30pm – 5:40pm. Also, the Funding and Finance Committee did not meet this week; we are pushing the meeting to this Thursday. Mr. Xavier stated he will present to the BOE on March 12<sup>th</sup> what the committee came up with.
- Mrs. Jordan – Liz put this in the FYI – the County Association Event on 3/1 is exciting. 8<sup>th</sup> graders from Monmouth County talk about education issues. We have one 8<sup>th</sup> grader from our school district. This event will probably be held at Howell High School. Please see me for more information. We also have the NJ School Board committee for picking the President and Vice-President for the next 2 years. If you want to learn more, go on the website under forming committees. Mrs. Jordan stated this is a good time to get involved with the County School Boards Association. There are many issues that will affect our schools, including tenure reform, new teacher and principal evaluations systems, as well as networking opportunities, and looking for legislative commissions.

Mrs. Jordan also spoke to the Board in regards to the different committees and what they are working on coming together with the Strategic Plan for the district.

Mrs. Jordan has the time tables for the Board evaluations. She will send them out to the Board Members.

- Mr. DeGeorge – Personal Financial Disclosures – Mr. DeGeorge has the forms. If any Board Member has not gotten them in to him, please do so ASAP.
- Elizabeth O’Connell – If anybody wants to go with us to the County Association Event on 3/1 to hear the 8<sup>th</sup> grade dialog, please let me know. It will be from 6:30pm – 8:00pm. Maureen MacCutcheon said she would like to go.

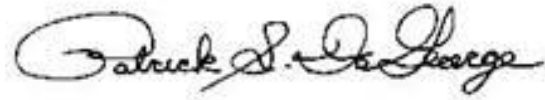
#### P. EXECUTIVE SESSION

None

Q. ADJOURNMENT

Moved by Mr. Parke and seconded by Mrs. MacCutcheon that the Board of Education adjourn the Board meeting at 8:50 pm.

Unanimously approved

A handwritten signature in black ink that reads "Patrick S. DeGeorge". The signature is written in a cursive style with a large initial 'P'.

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Patrick S. DeGeorge  
Board Secretary