

**FREEHOLD BOROUGH BOARD OF EDUCATION
MINUTES FOR THE PUBLIC BOARD ACTION MEETING
HELD TUESDAY, FEBRUARY 19, 2019 AT 7:00 PM IN PAC CAFETERIA
280 PARK AVENUE, FREEHOLD, NJ 07728**

A. OPENING STATEMENTS

1. Call to Order

The Public Board Meeting was called to order by Dr. Lichardi, in the PAC Cafeteria, 280 Park Avenue, Freehold, New Jersey, 07728 at 7:00 PM. He read the Open Public Meeting Act, C 231, P.L. 1975.

2. Pledge of Allegiance

Dr. Lichardi led all in the pledge of allegiance.

3. Roll Call

Dr. Lichardi asked Mr. Howe to call the roll. A quorum of the board was present.

Present:

Dr. Michael Lichardi – President
Paul Ceppi
Tyler Jordan
Ron Reich

Paul Jensen – Vice President
Jamie Corbett
Bruce Patrick
Joseph Santonacita

Absent:

Shauntelé Patterson

Other Attendees:

Dr. Rocco Tomazic - Superintendent

Joseph Howe – Business Administrator

B. BOARD PRESIDENT/VICE PRESIDENT COMMENTS

None

C. APPROVAL OF MINUTES

Mr. Patrick offered the following motion, seconded by Mr. Jordan. A roll call vote was taken and the minutes were approved unanimously.

1. Recommend the Board approve the release to the public of the minutes of the Board Action Meeting held on February 4, 2019.

D. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

E. SUPERINTENDENT'S REPORT – Dr. Rocco Tomazic

1. Briefing on S-2

Dr. Tomazic opened the meeting and turned it over to Mr. Howe to make a power point presentation on the history of school funding and the current situation with S-2 and how the state aid funding is impacted by the law and if the law is upheld this year.

2. Calendar/Announcements

- Current enrollment is down 3 students from last meeting with 1,683 in district and 18 out of district for a total count of 1,701 students, with this decrease we still have 94 unhoused students. Our current attendance rate is 95.86%
- Construction update FLC: curriculum & instruction office will be moving to FLC on Monday; playgrounds are all up and running with temporary ground cover which will be replaced in the spring with the permanent surfaces; the Mc Elwaine Drive berms will be installed at plan cost and no increase
- Construction update PAC: the old kitchen is the only unfinished area as we made 2 changes to the plan and were provided a high estimate for the changes. We are currently negotiating on the price of the changes with the contractor and if an agreement can't be reached we will get a credit for the unfinished work and re-bid this portion of the construction. This work is part of the renovations and necessary bond funding remains to complete the project
- Funding update: we should know our state aid number by Thursday 3/7; over aided districts are very vocal about their unhappiness with losing funding. If we do not get our fair share this year we will not argue with them, but rather go back to legislature to advocate that the funding be distributed per the current law S-2.
- Tomorrow we will have an early dismissal due to impending weather conditions, the decision was reached just prior to the start of the meeting, calls will go out to inform the families and there will be no after school activities.
- The Mental Health training session scheduled for tomorrow has also been cancelled.
- Last Friday the new 21st CCLC robotics program started with two high school students teaching 10 district students. Going forward Dr. Tomazic would like to see the robotics program expanded into the regular curriculum.
- Next Monday and Tuesday the lead testing program will begin with 370 students at FLC. The health department says in communities like ours they expect to see a 5% positive rate. Late year we had 2 out of 60 test positive which is just about the 5%. Testing will take about 7 days as we have more participation as it is offered district wide this year.
- Next Friday the PAE PTO will present their Theater Week performance.
- Next Friday the district will also celebrate Read Across America.

The Superintendent recommends the following motion to the Freehold Borough Board of Education for approval:

Ms. Corbett offered the following motion seconded by Mr. Patrick that items F-1 through K – 1 and the Addenda be approved. A roll call vote was taken and all items were passed unanimously.

F. INSTRUCTION

1. Use of Facilities for Co-Curricular/Extra Curricular Events SY2018-2019

Approve the following use of facilities for Curriculum/Extra Curricular Events as listed for the 2018-2019 School year.

Event	Location	Date(s)	Time
8 th Grade Dance	PAE Gym	6/14/19	4:00 pm – 8:30 pm

2. Title I Reallocation Grant – FIS Teacher Ambassadors

Approve posting and hiring for FIS Teacher Ambassadors who will work closely with administration and consultant on the implementation of the school’s Social Emotional Learning initiative, ROAR. Project period is February 2019 to June 2019. Teacher ambassadors will turn key trainings to other staff as well as work closely with selected students. Up to five (5) Teacher Ambassadors will be selected and be paid the hourly rate of \$30.00. Total allocation for all Teacher Ambassadors will not exceed \$9,200.00 and will be appropriated from GAAP Account# 20-235-100-101-00-01-60.

3. Title I Reallocation Grant – PAE Transitional Program Staff Members

Approve posting and hiring for PAE Transitional Program designed to provide targeted academic support to students categorized as “bubble” or in the cusps of meeting their grade level standards. One (1) Program Coordinator will be selected to work closely with administration to plan details of the program for effective implementation. Up to nine (9) teachers will be selected to work closely with students. The project period is February 2019 – May 2019, three (3) days a week for eight (8) weeks.

Staff	Terms	Account Line
1 Program Coordinator	\$870 (stipend)	20-235-200-100-00-01-70
Up to 9 Teachers	\$30/hour (total for 9 teachers not to exceed \$6,480.00)	20-235-100-101-00-01-70

4. Title I Reallocation Grant – FLC STEM Club Extended Day Program

Approve posting and hiring for FLC STEM Club Extended Day Program. Up to two (2) teachers will be hired to work closely with students on STEM activities and projects. Teachers will be paid the hourly rate of \$30.00 for one (1) hour session a week for up to ten (10) weeks. Total amount for teacher salary will not exceed \$600.00 and will be appropriated from GAAP Account# 20-235-100-101-00-03-40.

G. PUPILS

1. Suspensions

In accordance with N.J.S.A. 18A:37-4, notification is provided to the Board of Education on all student suspensions from 2/1/19 – 2/14/19 (in hands of Board).

2. RESOLVED, the Board accepts the Superintendent's report of all cases of Harassment, Intimidation and Bullying reported since the last Board meeting on February 4, 2019.

Case	School	HIB?	Description	Action
PAE 13-18/19	PAE	No	Victim alleged three offenders were engaging in bullying by making inappropriate comments about intellectual ability and personal appearance. HIB investigation revealed elements of an ongoing conflict.	Offenders and victim counseled.
PAE 15-18/19	PAE	No	Victim alleged offender made a disparaging comment about physical appearance. HIB investigation revealed a potential conflict.	Offender and victim counseled.
PAE 16-18/19	PAE	Yes	Victim alleged offender made a disparaging comment about physical appearance and social acceptability. HIB investigation validated allegation.	Offender 1-Day ISS, victim counseled.

3. RESOLVED, the Board approves the Superintendent's report of all cases of Harassment, Intimidation and Bullying reported on February 4, 2019.

Case	School	HIB?	Description	Action
FIS 9-18/19	FIS	No	Parent of victim alleged offenders were bullying victim based in physical characteristics. Investigation revealed the situation did not rise to the level of a HIB, as evidence was contradictory and inconclusive.	Offenders and victim counseled.
FIS 10-18/19	FIS	Yes	Parent of victim alleged offenders were making insulting and demeaning comments based on supposed gender identity. HIB investigation validated the allegation.	Offenders 1-day detention; victim counseled.
PAE 12-18/19	PAE	No	Parent of victim alleged offender is bullying victim using physical aggression. Investigation revealed a substantiated conflict with inappropriate behavior, but not meeting the classification of a HIB.	Offender 1-day ISS; victim counseled.
PAE 14-18/19	PAE	Yes	Offender made an insulting and demeaning remark to victim based on race.	Offender 1-day lunch detention; victim counseled.
FLC 3-18/19	FLC	No	Offender alleged to displaying physical aggression to victim. While actions were validated,	Offender and victim counseled.

			circumstances revealed in the investigation does not rise to the level designated for a HIB.	
FLC 4-18/19	FLC	No	Offer alleged to display physical aggression and to be making threatening comments to victim. HIB investigation was unable to establish a HIB related motivation for these actions, but discipline was imposed as a consequence.	Offender 1-day ISS, victim counseled.

4. Field Trip List

Approve field trips in accordance with the attached field trip list.

5. Transportation Services

Approve MOESC to provide transportation services for the 2018-2019 school year effective January 31, 2019 for SID 10211853 to Freehold Learning Center Route E8264 Smart School at the per diem rate of \$253.20 payable from GAAP Account 11-000-270-517-00-00-09.

H. ADMINISTRATION

I. BUSINESS

1. Payment of Bills – February 19, 2019 2018-2019 School Year

Approve the claims for goods received and services rendered and certified to be correct by the Business Administrator/Board Secretary as of February 19, 2019 as follows:

Fund 11 – General Current Expense	\$ 147,057.21
Fund 12 – Capital Outlay	21,600.00
Fund 20 – Grants and Entitlements	44,369.40
Fund 30 – Capital Projects	651,572.12
Fund 60 – Food Service Enterprise	<u>9,542.18</u>
 Total	 <u>\$ 874,140.91</u>

2. Approval of Travel Related Expenses

Recommend the Board approve travel and related expense reimbursement in accordance with N.J.A.C. 6A:23A7.4 as per attached 2018-2019 Travel Authorization Logs.

3. +Board Secretary Report for January, 2019

Pursuant to N.J.A.C. 6A:23-16.10(c)4 I do certify that as of January 31, 2019 no budgetary line item account has been over-expended in violation of N.J.S.A.18A:22-8 and 18A:22-8.1.



Joseph Howe
Board Secretary

February 19, 2019
Date

4. Treasurer of School Funds Report for January 2019

The January 2019 Treasurer of School Funds Reports are in agreement with the January 2019 Reports of the Board Secretary for the 2018-2019 school year.



Joseph Howe
Board Secretary

February 19, 2019
Date

The Board of Education certifies, pursuant to N.J.A.C. 6A:23A-16.10(c)4, that as of January 2019 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:23A-16.10 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

5. Transfers – January 2019

The Superintendent, at the request of the Board Secretary, recommends that the Board approve line item transfers for the 2018-2019 school year through January 31, 2019.

6. Manual Check Register – January 2019

Approve the *Manual Check Register* for January 2019 in the amount of \$18.30.

7. Payroll Agency Check Register – January 2019

Approve the *Payroll Agency Check Register* for January 2019 in the amount of \$1,594,259.33.

8. Unemployment Trust Check Register – January 2019

Approve the *Unemployment Trust Check Register* for January 2019 in the amount of \$2,487.78.

9. Use of Facilities 2018-2019 School Year

Approve the following use of facilities for the 2018-2019 School Year.

Event	Organization	Location	Date(s)	Time	Fee
FBEA Meeting	FBEA	PAC New Cafeteria	2/21/19	3:15 pm – 4:15 pm	N/A
Little League Evaluation Day	Freehold Borough Little League	PAC Gym	2/24/19	1:00 pm – 4:00 pm	\$50/event \$35/hr custodial
Father/Daughter Dance	GSNJ Troop 62780	PAC Gym	3/8/19	6:00 pm – 9:00 pm	N/A
Latino Institute Workshops	FBEA	PAC Gym, Cafeteria, & 6 Classrooms	3/30/19	8:30 am – 1:30 pm	N/A
PAE Basket	PAE PTO	PAC Gym	4/12/19 Setup	Setup 6:00 pm – 9:00 pm	N/A

Raffle			4/13/19 Event	Event 5:00 pm – 10:30 pm	
Science Assembly	PAE PTO	PAC Gym	5/20/19	8:40 am – 11:30 am	N/A

10. Approve the Application for Summer Food Service Program – Summer 2019

Approve the application for the Summer Food Service Program to the New Jersey Department of Agriculture, Division of Food and Nutrition. The Summer Food Program would provide for breakfast and lunch for students participating in Summer Programs at both Park Avenue Complex and Freehold Learning Center.

11. Modify 060418, Item I7, Child Study Team Evaluators 2018-2019 School Year

Modify the following child study team evaluators for the 2018-2019 school year on an as needed basis not to exceed \$53,900.00 appropriated from GAAP Account 11-000-219-320-00-00-04.

Name	Rate	Type of Evaluation
Delta T Group Woodbridge, NJ	\$475.00/evaluation	Bilingual Psychological Bilingual Educational Bilingual Speech & Language
	\$350.00/evaluation	Psychological Educational Speech & Language
MOESC	\$545.00/evaluation	Bilingual Psychological Bilingual Educational Bilingual Speech & Language
	\$360.00/evaluation	Psychological Educational Speech & Language

12. Appointment of Strategic Planning Consultant

Whereas the Freehold Borough Board of Education has a need for a strategic planning consultant to assist the Board in developing a five-year strategic plan, and

Whereas the Board directed the Secretary to solicit proposals for this need and on November 6, 2018 a notice was published in the Asbury Park Press seeking proposals for strategic planning consultant services, and

Whereas Educational Resources of New Jersey submitted a proposal to the Board to provide strategic planning services and the Board wishes to accept this proposal,

NOW THEREFORE BE IT RESOLVED that the Freehold Borough Board of Education appoint Educational Resources of New Jersey to provide services as follows and authorize the Superintendent and Business Administrator to take whatever steps necessary to enter into this agreement:

Service	Cost
Two - 90 minute administrative planning sessions	\$1,500
Four - 90 minute community sessions	\$5,000
Web Based Survey	\$3,800
Strategic Planning Writing Support	\$4,000
Total	\$14,300

J. PERSONNEL

1. Appoint Assistant Technology Technician, Scott Ahlers

Approve Scott Ahlers, Assistant Technology Technician, for the 2018-2019 school year, effective 3/22/19, or sooner if released, at \$43,000 per year, prorated, appropriated from GAAP Account 11-000-252-100-00-00-09, pending criminal history clearance. (replacement for N. Jablonski)

2. Appoint Video & Audio Technician for Board Meetings for 2018-2019 School Year

Approve the following staff as the Video and Audio Technician for the Board meetings for the 2018-2019 school year.

Name	Video Technician	Audio Technician	Stipend
Ahlers, Scott	X	X	\$75/meeting

3. Title I District Literacy Fair SY2018-2019 - Teachers

Approve the following teachers to work during the Title I District Literacy Fair family event to be held on March 26, 2019 from 6:00 – 8:00 pm in the Park Avenue Complex Gymnasium. Teachers will work closely with administration, participating staff, parents and students to supervise the event. Each teacher will be compensated \$30 per hour, up to 4 hours to plan and supervise the event. Funds will be appropriated from the following GAAP accounts: 20-231-200-100-00-10-03 not to exceed \$960.00.

Name
DaVila, Jessica
Fekete, Danielle
Maresca, Nancy
McFadden, Irene
Perksi, Natasha
Zaremba, Lauren

4. Title I 2018-2019 Extended Day Program Grades K-5 (Additional Teachers)

Approve the following staff member to work for the Title I Extended Day Program. The program will run for up to twelve (12) weeks beginning in January 2019. Students will be selected based on literacy and/or math ability, and need for additional intervention services. The cost of the program will be appropriated from GAAP accounts as follows.

Name	Location	Account Line
Cervantes, Larissa	FLC	20-231-100-101-00-02-40
Roskey, Kristen (substitute)		
Lazaro, Jillian (substitute)		

5. Title IIA New Staff and Mentor Meetings

Approve participation of the following provisional teacher and her mentor to attend before or after school professional development sessions. These sessions will last one (1) hour at the contractual rate of \$30 per hour, from September 2018 through June 2019. Mentors serving teachers will attend meetings up to the new teacher's 30 week requirement, as per state regulations. Funds to be appropriated from Title IIA GAAP account 20-270-200-100-00-02-03.

Provisional Teachers	Mentors
Ready, Mary	Harker, Nicolina

6. English as Second Language (ESL) Curriculum Writing Project – Curriculum Writers

Approve the following staff members to write for the K-8 ESL curriculum writing project as follows. Funds will be appropriated from GAAP Account # 11-000-221-104-00-00-09.

Grade Level	Curriculum Writers	Total funds not to exceed
K – 8	Goodman, Isabel Furlong, Denise DaVila, Jessica	\$3,150

7. Modify 010719 BOE Agenda Item J13, Approve Leave of Absence for Brooke Hanenberg, PAE Resource Teacher

Modify Leave of Absence for Brooke Hanenberg, PAE Resource Teacher.

Leave of Absence	Dates
FMLA– with pay, with benefits (using 21 sick days)	3/21/19 – 4/27/19
FMLA - without pay, with benefits	4/28/19 – 5/4/19
NJFLA – without pay, with benefits (Concurrent with FMLA)	5/5/19 – 6/22/19
Anticipated return to work	9/1/19

8. Employment of Substitutes for the 2018-2019 School Year

Approve employment of the following substitutes for the 2018-2019 school year, pending criminal history clearance.

Name	Sub Teacher @\$95/day	Sub Aide/Para/Clerical Assistant @ \$10/hr	Sub Nurse @ \$150/day	Sub Custodian @ \$12/hr
Marecheau, Arielle	X			

K. POLICIES AND REGULATIONS

1. Approve Policies and Regulations as listed.

a. 1st Reading:

Policy/Regulation	Description
Policy #1613	Disclosure and Review of Applicant's Employment History

Policy #5561	Use of Physical restraint and Seclusion Techniques for Students with Disabilities
Policy #8561	Procurement Procedures for School Nutrition Programs
Regulation #1613	Disclosure and Review of Applicant's Employment History
Regulation #5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

b. 2nd Reading:

Policy/Regulation	Description
Policy #1550	Equal Employment/Anti-Discrimination Practices
Policy #2431	Athletic Competition
Policy #5350	Student Suicide Prevention
Policy #5533	Student Smoking
Policy #5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
Policy #8462	Reporting Potentially Missing or Abused Children
Regulation #1550	Equal Employment/Anti-Discrimination Practices
Regulation #2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
Regulation #5350	Student Suicide Prevention
Regulation #5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

L. NEW BUSINESS/ADDENDA

1. Retirement of PAE Teacher, Wendy Garcia-Buchanan
Accept retirement of PAE Teacher, Wendy Garcia-Buchanan, effective June 30, 2019.

8. Approve Leave of Absence for Kathleen Lane, FIS ELA Resource Teacher
Approve Leave of Absence for Kathleen Lane, FIS ELA Resource Teacher.

Leave of Absence	Dates
FMLA– with pay, with benefits (using 24 sick days)	4/29/19 – 5/31/19
FMLA - without pay, with benefits	6/3/19 – 6/21/19
Anticipated return to work	9/1/19

9. Authorization for Dissertation Research
Grant approval for John R. Sever, Jr., Rutgers University, to conduct Doctoral Research with the Freehold Intermediate School staff examining schools that have exited Regional Achievement Center (RAC) status.

4. Copier Lease - Curriculum Office
BE IT RESOLVED that the School Business Administrator is authorized to enter into a 60-month lease purchase for a copier with Atlantic Tomorrows Office (Municipal Capital Corporation financier) for \$189.59 per month with payment commencing 3/29/2019 with a zero dollar buy out at the end of the lease term. At the end of the lease the copier will become the property of the Freehold Borough Board of Education.

5. Copier Lease - PAE 5th Grade Hall

BE IT RESOLVED that the School Business Administrator is authorized to enter into a 60-month lease purchase for a copier with Atlantic Tomorrows Office (Municipal Capital Corporation financier) for \$218.67 per month with payment commencing 3/29/2019 with a zero dollar buy out at the end of the lease term. At the end of the lease the copier will become the property of the Freehold Borough Board of Education.

6. RESOLVED, the Board accepts the Superintendent’s report of all cases of Harassment, Intimidation and Bullying reported since the last Board meeting on February 4, 2019.

Case	School	HIB?	Description	Action
FIS 11-18/19	FIS	No	Offender allegedly made an insulting comment to victim based on gender identity. HIB investigation was unable to substantiate.	Offender and victim counseled.
FIS 12-18/19	FIS	No	Victim’s parent alleged two offenders making teasing and insulting comments about intelligence and physical appearance of victim. HIB investigation was unable to substantiate.	Offenders and victim counseled.
FIS 13-18/19	FIS	Yes	Offender alleged to have made teasing and insulting comments about victim, and spreading rumors. HIB investigation substantiated the allegations.	Offender referred to an after school ROAR project; victim counseled.
PAE 17-18/19	PAE	No	Two offenders alleged to be teasing and insulting victim based on physical appearance. HIB investigation revealed an overheard conversation rather than a direct comment.	Offenders and victim counseled.
PAE 18-18/19	PAE	Yes	Offender alleged to be making insulting names and displaying physical aggression to victim. HIB investigation substantiated the allegation.	Offender 1-day ISS; victim counseled.

M. DISCUSSION ITEMS

None

N. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

None

O. PUBLIC COMMENTS

None

P. REPORTS FROM BOARD MEMBERS

Ms. Corbett, the library liaison, mentioned that the library gained a 501(c)(3) non-profit status and is now able to apply for a number of grants including matching grants.

Q. ADJOURNMENT

On a motion by Dr. Lichardi the Board of Education adjourned the meeting at 7:45 PM. Unanimously approved.

Respectfully submitted by:



Joseph Howe, Board Secretary