

**FREEHOLD BOROUGH BOARD OF EDUCATION  
MINUTES OF THE PUBLIC BOARD ACTION MEETING HELD ON  
MONDAY, MAY 23<sup>rd</sup>, 2011**

**A. OPENING STATEMENTS**

1. Call to Order

The Public Board Meeting was called to order by President Jordan, in the Cafetorium of the Park Avenue School, 280 Park Avenue, Freehold, New Jersey, 07728 at 7:02 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. Patrick, Mr. Parke, Mr. Reich, Mr. Tennant and Mr. Xavier. Superintendent O’Connell and Board Secretary Patrick DeGeorge were also present. Dr. Lichardi arrived at 7:46 pm.

Staff	Audience
Tammy Ciok	Valerie Inman
Mike Sauser	Tracey Edwards
Lauren Filipek	Michelle Dempsey
Joe Jerabek	Paul Cespi
Joy Forrest	A Reich
Ronnie Dougherty	Tara Reich
Nilsa Montaner	Lynn Reich
	Cecilia Zimmer
	Nicole Tate
	Erin Turtle
	Stacy Savage

2. 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. Tennant:

**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 May 9<sup>th</sup>, 2011.
2. Recommend the Board approve the release to the public of the executive minutes of the Board Action Meeting Agenda held on May 9<sup>th</sup>, 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. Patrick, Mr. Parke, Mr. A. Reich, Mr. Tennant, Mr. Xavier
NAYES	None
ABSTAIN	None

D. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

E. SUPERINTENDENT’S/BOARD SECRETARY’S REPORT

1. Required Annual Training – Mr. DeGeorge

Mr. DeGeorge provided the members of the board their individual training requirements as per the New Jersey School Boards Association and the School District Accountability Act (P.I. 2007, Chapter 53).

2. Ethics Training – Mr. DeGeorge

Mr. DeGeorge provided annual ethics training to the members of the board as required by N.J.A.C. 6A:32-3.2. A copy of the related PowerPoint was made available to the board members via the district’s website portal.

3. District Insurance Policies – Mr. DeGeorge

Mr. DeGeorge reviewed the district’s insurance coverage for the 2011-2012 school year. The total premium came in at just over \$217,000 which is slightly more than was budgeted. The increase is due to increased claims for both workers’ compensation and student accidents. The rates are still very good. Also, no dividends will be received because insurance companies are not making any money.

(A brief question and answer session between the firm and the members of the Board followed the presentation. Detail of that discussion is available on the related video recording of the meeting which is posted on the district website.)

4. Strategic Planning Presentation – Ms. Kathy Winecoff, NJSBA Field Representative

Mrs. Winecoff said she was presenting the final product of a year’s worth of work on the strategic plan in process. Mrs. Winecoff thanked Joy Forrest and Mr. Jerabek for co-chairing the committee. They each gave a lot of their time to make the process go through successfully. She also thanked Dina Galifi because without her this would not have happened. Dina arranged the weekend planning process and refreshments and she always answered questions or concerns in a timely fashion. Her help was greatly appreciated. Mrs. Winecoff said 1,000 people responded to the survey which she will share with other districts. Mrs. Winecoff thanked Claudia Pohlke for attending the sessions as a translator and for translating all the strategic planning documents in Spanish. This district has gone above and beyond in making it easy for everyone. The Freehold Borough mission statement is “Our school educates and inspires all to believe and achieve”.

Goals for next five years

- Education program student achievement
- Facilities and Finance
- School and Community Partnership

Next step is the board accepts the plan. A copy of the action plan will be shared with the board. The board will reprioritize the action plan. If superintendent feels a goal cannot be achieved she will let the community know the reason why. The district action plans are great. I am hoping it will help move student achievement forward. Thank you for inviting me to help. I look forward to working with you. The executive summary will be posted on the website. When adopted, the action plans will be posted on the portal.

(A brief question and answer session between the firm and the members of the Board followed the presentation. Detail of that discussion is available on the related video recording of the meeting which is posted on the district website.)

## 5. Calendar/Announcements

### Mrs. O'Connell

- I want to thank the community at large and school community for their efforts and participation. I know how time consuming this was. I want to thank Dina Galifi. Without her we definitely would not have gotten this far. Thank you Joy Forrest and Joe Jerabek for all the time and effort you devoted to the strategic planning process.
- FLC PTO – Last time we met I mentioned that the FLC PTO “Spring Basket Raffle” was scheduled for May 21<sup>st</sup>. That event was cancelled and will be combined with the FLC Fun Fair scheduled in September.
- May 24<sup>th</sup> - 7<sup>th</sup> grade field trip to Franklin Institute in Philadelphia
- May 30<sup>th</sup> - Schools are closed in honor of Memorial Day
- June 3<sup>rd</sup> – Both PAE and FLC will be holding their field days. Some of our 8<sup>th</sup> graders will assist with the festivities.
- June 6<sup>th</sup> - 8<sup>th</sup> grade class will take a trip around Manhattan on a Clipper Ship.
- June 7 – WEB Leaders and Student Council Trip to Six Flags.
- June 9 – 6<sup>th</sup> graders will take their field trip to Medieval Times.
- June 9 – 8<sup>th</sup> grade picnic using our PAC fields.
- June 10 - PAE and FLC Boro Buddies Day. Our 7<sup>th</sup> grade WEB leaders in training will meet with our 5<sup>th</sup> grade students.
- June 10 - 8<sup>th</sup> grade dance and end of the 4<sup>th</sup> marking period.
- June 13<sup>th</sup> - FIS Athletic Awards at 6 PM followed by the Academic Awards 7:15 – both in the gymnasium.
- June 13<sup>th</sup> - Mr. Ribon is putting together a Career Fair for students during school hours.
- Our June 6<sup>th</sup> BOE meeting will be our Awards Night. There will be over 80 students receiving awards from FIS alone. Would the BOE be able to start the meeting at 6:00 PM? If that is not possible, 6:30 PM? I am asking Mr. Gross to have students come play music. The principals will put together a slide show.
- Jennifer Beck contacted me today to let me know that the Supreme Court decision on school funding is coming out tomorrow. The Senator will be visiting our district on Tuesday, June 7<sup>th</sup> along with our new Assemblywoman, Mary Pat Angelini.
- Mrs. Peltzman- sent pictures of the baby chicks which hatched today in her class. The younger grades have been enjoying visiting the baby chicks. This project was made possible through the support of our Education Foundation
- Introduction of Cecilia Zimmer who is on the agenda (J1) for approval as Supervisor of Instruction.

Mr. DeGeorge

- Resolution I.14. – The district will be terminating its participation in State Employee Health Benefits Program and move into Horizon Blue Cross Blue Shield. The benefits provided under the new plan will be equal to or better than what the district currently has.
- Resolution I.15. – This is for the state contract purchase of 50 teacher laptops. The resolution was originally for Dell laptops at \$602.40 each, but the resolution needs to be slightly revised as at the last minute we received a more favorable quote of \$532 from Lenovo on the items on state contract A70263. We are going through the budget with fine tooth comb. There is not enough money in next year’s budget for technology so we will do it out of this year’s budget.

(A brief question and answer session between the firm and the members of the Board followed the presentation. Detail of that discussion is available on the related video recording of the meeting which is posted on the district website.)

At this point, the members of the Board held a brief discussion regarding the status of agenda item J.4. The conclusion was to revise the resolution, limiting the period of time from July 1, 2011 through December 31, 2011 to July 1, 2011 through August 31, 2011 and reducing the not to exceed amount from \$20,000 to \$6,000. Mr. Keelan offered that motion which was seconded by Mr. Reich.

ROLL CALL VOTE

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

At this point, Mrs. O’Connell informed the members of the Board that an agenda item needed to be added to accept the 2011-2016 District Strategic Plan. It was decided that agenda item H.1. would be added. Mr. Reich offered that motion which was seconded by Mr. Tennant.

ROLL CALL VOTE

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

Mr. Tennant offered the following motions, seconded by Mrs. MacCutcheon:

F. INSTRUCTION

1. Recommend the board approve the following summer school programs:
  - Title IA (Federally Funded) Intervention for Literacy and Mathematics
    - July 5, 2011 – August 4, 2011, Monday – Friday 8:00 AM – 12:00 PM
  - Title III (Federally Funded) Intervention for Literacy and Mathematics
    - July 5, 2011 – August 4, 2011, Monday – Friday 8:00 AM – 12:00 PM
2. 2<sup>nd</sup> Reading of Policy #2423 Bilingual and ESL Education Policy

Recommend the Board approve the 2<sup>nd</sup> Reading of Policy #2423 Bilingual and ESL Education Policy, as presented.

3. Home Instruction

It is requested that the Board approve the following teachers to provide home instruction to SID # 10200110 and SID # 10210351 (extension of out-of-school suspension) at the rate of \$35/hr through June 20<sup>th</sup> payable from account # 11 150 100 101 00 00 04:

Paula Desch – 5 hours per week  
Nancy Miles – 10 hours per week  
Kelly Burns – 2.5 hours per week  
Sunday Miller – 2.5 hours per week

4. Substitute Bus Aide

It is recommended that the Board approve Sonia Tipan as a substitute bus aide on an as needed basis at the rate of \$15/hr to be paid from account # 11-000-270-161-00-01-06.

G. PUPILS

1. Approval of Out-of-State Field Trip

Recommend the Board approve a field trip for 120 8<sup>th</sup> grade students on the Clipper Ship – Manhattan by Sail & South Street Seaport, NYC on Monday, June 6<sup>th</sup>, 2011, from 8:00 AM – 2:20 PM. Costs being paid by students and student activity fund.

2. Approval of Out-of-State Field Trip

Recommend the Board approve a field trip for 120 7<sup>th</sup> grade students to the Franklin Institute, Philadelphia, PA on Tuesday, May 24<sup>th</sup>, 2011 from 7:55 AM – 4:00 PM. Costs being paid by students.

H. ADMINISTRATION

1. Acceptance of 2011-2016 Strategic Plan As Added

Recommend the Board accept the 2011-2016 Strategic Plan as presented

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 2010-2011 Travel Authorization Log.

2. 2nd Reading of Policy #8420 Emergency and Crisis Situations

Recommend the Board approve the 2<sup>nd</sup> Reading of Policy #8420 Emergency and Crisis Situations, as presented.

3. 2nd Reading of Regulation #8420 Emergency and Non-Fire Evacuation Plan

Recommend the Board approve the 2<sup>nd</sup> Reading of Regulation #8420 Emergency and Non-Fire Evacuation Plan, as presented.

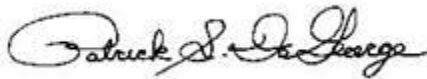
4. 2nd Reading of Regulation #8420.2 Bomb Threats

Recommend the Board approve the 2<sup>nd</sup> Reading of Regulation #8420.2 Bomb Threats, as presented.

5. 2nd Reading of Regulation #8420.7 Lockdown Procedures  
Recommend the Board approve the 2<sup>nd</sup> Reading of Regulation #8420.7 Lockdown Procedures, as presented.
6. 2nd Reading of Regulation #8420.10 Active Shooter  
Recommend the Board approve the 2<sup>nd</sup> Reading of Regulation #8420.10 Active Shooter, as presented.
7. S-1701 Reporting for April 2011

*Board Secretary Report for April 2011*

Pursuant to N.J.A.C. 6A:23-2.12(d), I do certify that as of April 30, 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.

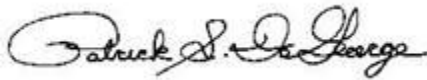


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Patrick S. DeGeorge  
Board Secretary

May 23, 2011  
Date

*Treasurer of School Funds Report for April 2011*

The April 2011 Treasurer of School Funds Reports are in agreement with the April 2011 Reports of the Board Secretary for the 2010-2011 school year.



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Patrick S. DeGeorge  
Board Secretary

May 23, 2011  
Date

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:20.10(e), certify that as of April 30, 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.

8. Transfers  
The Superintendent, at the request of the Board Secretary, recommends that the Board approve line item transfers for the 2010-2011 school year through April 30, 2011.
9. Manual Check Register – April 2011  
Recommend the Board approve the *Manual Check Register* for April 2011 in the amount of \$763.44.
10. Payroll Agency Check Register – April 2011  
Recommend the Board approve the *Payroll Agency Check Register* for April 2011 in the amount of \$1,289,388.97.

11. Compensation Trust Check Register – April 2011

Recommend the Board approve the *Compensation Trust Check Register* for April 2011 in the amount of \$0.

12. Payment of Bills – May 23, 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 May 23, 2011 as follows:

Fund 11 – General Current Expense	\$190,098.82
Fund 12 – Capital Outlay	0.00
Fund 20 – Grants and Entitlements	47,707.61
Fund 60 – Food Service	<u>52,992.87</u>
Total	\$290,799.30

13. No Child Left Behind (NCLB) – 2010-2011 (Revised)

Recommend that the Board approve amendment of the 2010-2011 NCLB grant application to accept \$40,000 in Title III funding to be appropriated as follows:

100-100	Instructional Salaries	\$21,366
100-600	Instructional Supplies	6,026
200-100	Support Salaries	23,524
200-200	Benefits	<u>6,218</u>
		\$57,134

14. Termination of Participation in State Health Benefits Program

Recommend the Board approve the following resolution to terminate participation under the State Health Benefits Program and School Employees' Health Benefits Program (including Prescription Drug Plan):

BE IT RESOLVED:

1. The Freehold Borough Board of Education hereby resolves to terminate its participation in the program (Medical Plan and Prescription Drug Plan) thereby canceling coverage provided by the State Health Benefits Program and/or School Employees' Health benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all of its active and retired employees.
2. We shall notify all active employees of the date of their termination of coverage under the program.
3. We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.
4. We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.
5. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

15. State Contract Purchase – Teacher Laptops As Amended



Recommend the Board approve the purchase of fifty (50) Lenovo ThinkPad SL410 laptops (inclusive of 1 year basic limited warranty and 3 year depot service) for instructional use by Freehold Learning Center teachers at \$532 each for a total cost not to exceed \$22,600 on New Jersey State Contract # A70263 to be appropriated from GAAP Account # 11-190-100-610-00-00-09.

16. State Contract Purchase – Student Desktops

Recommend the Board approve the purchase of four (4) Dell OptiPlex 380 desktops (inclusive of 5 year basic limited warranty and 5 year onsite service) for use by district students at \$789.59 each for a total cost not to exceed \$3,158.36 on New Jersey State Contract # A70256 to be appropriated from GAAP Account # 11-190-100-610-00-00-09.

17. School Messenger

Recommend the Board approve Reliance Communications, Inc. to provide the online communication/notification system *SchoolMessenger CommSuite* for the 2011-2012 school year at a total cost not to exceed \$3,796 to be appropriated from GAAP Account 11-000-252-340-00-00-08.

J. PERSONNEL

1. Employment of Supervisor of Instruction/Supervisor of ESL and Bilingual

Recommend the Board approve Cecilia Rizzo-Zimmer as Supervisor of Instruction/Supervisor of ESL and Bilingual, for the 2011-2012 school year, effective July 1<sup>st</sup>, 2011 at a salary of \$82,000/year (11 month position), pending Criminal History Check. Mrs. Rizzo-Zimmer holds a B.A. in Sociology from Montclair State University and an M.A. in Administration and Supervision from St. Peter’s College. GAAP Account # 11-000-221-102-00-00-03 (77%) and 20-241-200-100-00-00-04 (23%)

2. Re-employment of Staff for 21st Century Community Learning Center Grant

Recommend the Board approve the following staff for 2011-2012 to be paid as indicated: 21<sup>st</sup> Community Learning Centers for Freehold Borough Public Schools:

<i>Last Name</i>	<i>First name</i>	<i>Position</i>	<i>Salary</i>	<i>Account #</i>
Dougherty	Ronnie	Project Director	\$40.00 per hour (not to exceed \$28,800 annually)	20-307-200-100-00-00-03
Badalamenti	Elaine	Office Assistant	\$14/hour, 15 hrs/week (not to exceed \$10,080/annually)	20-307-200-100-00-00-03

3. Extension of Family Medical Leave

Recommend the Board approve the extension of Family Medical Leave for Mary Beth Niciewski, without pay with continuation of benefits from May 16<sup>th</sup>, 2011 – June 30<sup>th</sup>, 2011.

**Resolution J.4 was amended and is below.**

5. Stipend for Extra-Curricular Activities

Recommend the Board approve the following staff member for a stipend for extra-curricular activities for the 2010-2011 school year.



Diane Dispenza FLC Yearbook \$2,115

6. Title IA Summer Intervention Program Staff

Recommend the board to approve the following staff members as teachers for the Title IA Summer Intervention Program (July 5 – August 4, 2011) at a rate of \$30 per hour not to exceed \$2,565 each teacher. All teachers are highly qualified under the Elementary and Secondary Education Act (NCLB) as per Title IA guidelines. GAAP Title IA ARRA 20-450-100-100-00-00-03

Mary Wolff  
Tara Picone  
Christine Stewart  
Shara Casciano  
Amanda Freier  
Sandy Lapinski  
Jessica Herbert  
Donna Friedman  
Kathleen Bocian  
Erin Ward-Maciorowski  
Jessica Meehan  
Laura Santitoro

7. Title IA Summer Intervention Program Staff

Recommend the board to approve Lauren Bilicki as a teacher for the Title IA Summer Intervention Program (July 5 – August 4, 2011) at a rate of \$30 per hour not to exceed \$2,565. Ms. Bilicki is highly qualified under the Elementary and Secondary Education Act (NCLB) as per Title IA guidelines. GAAP Title IA ARRA 20-450-100-100-00-00-03/Title IA 20-231-100-101-00-00-04

8. Title IA Summer Intervention Program Paraprofessionals

Recommend the board to approve the following staff members as paraprofessionals for the Title IA Summer Intervention Program (July 5 – August 4, 2011) at a rate of \$15 per hour not to exceed \$1,282.50 each paraprofessional. All paraprofessionals are highly qualified under the Elementary and Secondary Education Act (NCLB) as per Title IA guidelines. GAAP Title IA ARRA 20-450-100-100-00-00-03.

Melisande Cruz  
Jamie Ventriglio  
Wilda Castro  
Stephanie Larios

9. Title III Summer Intervention Program Staff

Recommend the board to approve the following staff members as teachers for the Title III Summer Intervention Program (July 5 – August 4, 2011) at a rate of \$30 per hour not to exceed \$2,565 each teacher. All teachers are highly qualified under the Elementary and Secondary Education Act (NCLB) as per Title IA guidelines. GAAP Title III 20-243-100-100-00-00-81

Rina Fattorusso  
Janaina Lasota  
MaryJane Kohlmann  
Maida Cote



## M. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

### Lynn Reich –Vice Chair – Ed Foundation

- Thanked the Board members who came out to help at the NJ Marathon. A great turnout of 73 people. The NJ Marathon gives a donation of participation to the Ed Foundation.
- Another way of making a donation is through the stars program where staff and teachers are recognized. Parents are given a chance to recognize a favorite teacher. We mention the family's name or child's name thanking the teacher. There is a minimum of \$10 donation.
- The Ed Foundation has done wonderful things this year and we are real proud of what we have accomplished. Remember us when thinking of giving.

## N. PUBLIC COMMENTS

None

## O. REPORTS FROM BOARD MEMBERS

### Mr. Xavier

- There is an Ed Foundation meeting scheduled at Park Avenue School on Thursday.

### Mrs. Jordan

- Attended the Spring concert and it was a very enjoyable evening. Eric Gross, Rachel Klott and Grace Huang are artistic. They teach more than just music.

### Dr. Lichardi

- His son had little band and was doubtful of joining the school band. FIS has an abundance of instruments. It is good to see where this program is going.
- Thanked the 21st CCLC for purchasing bongo drums for the band.

### Mrs. Jordan

- Attended a session in Trenton – emergency resolution about charter schools. Charter Schools have no accountability for spending taxpayer's dollars. There will be a vote on that tomorrow.

### Mr. Xavier

- Thanked Joy Forrest and Lauren Filipek. All worked on the finance committee together. They did fantastic job with the writing of notes.

### Mrs. Jordan

- Thanked Nicole Tate and Tracy Edwards for sharing their passion of the strategic plan with the seniors in the community.

## 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 May 23<sup>rd</sup>, 2011 at 8:21 PM 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. Student Matters
2. Collective Bargaining

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

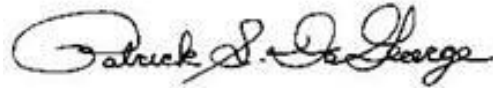
Motion was made by Mr. Reich and seconded by Mr. Keelan. Vote was unanimous.

(The public portion of the meeting reconvened at 8:47 pm.)

Q. ADJOURNMENT

Moved by Mr. Parke and seconded by Mr. Keelan that the Board of Education adjourn the Board meeting at 8:48 PM.

Unanimously approved



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Patrick S. DeGeorge  
Board Secretary