

**FREEHOLD BOROUGH BOARD OF EDUCATION
MINUTES OF THE PUBLIC BOARD ACTION MEETING HELD ON
Monday, January 9, 2012**

A. OPENING STATEMENTS

1. Call to Order

The Public Board Meeting was called to order by Mrs. Jordan, in the Cafeteria of Freehold Learning Center, 30 Dutch Lane Road, Freehold, New Jersey, 07728 at 7:01 PM. She said the meeting was in compliance with the Open Public Meeting Act, C 231, P.L. 1975. Present were: Mrs. Greitz, Mr. Keelan, Dr. Lichardi, Mrs. MacCutcheon, Mr. Parke, Mr. Patrick, Mr. Reich and Mr. Xavier. Superintendent O’Connell and Board Secretary, Patrick DeGeorge were also present.

Staff	Audience
Joe Jerabek	Alli Mechanic
Robin Hurewitz	Jill Schiff
Sarah Jacobsen	Carrie Ruegger
Susan Richman	Abigail Cartagena
Ronnie Dougherty	Michele Tennant
Mary Anne Illes	Chalimar Ramey
Mike Sauser	Nicole Tate
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

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

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 December 12th, 2011.
2. Recommend the Board approve the release to the public of the executive minutes of the Board Action Meeting Agenda held on December 12th, 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. Greitz, Mrs. Jordan, Mr. Keelan, Dr. Lichardi, Mrs. MacCutcheon, Mr. Parke, Mr. Patrick, Mr. Reich, Mr. Xavier
NAYES	None
ABSTAIN	None

D. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

1. Jill Schiff – 82 Broadway (parent) –
 - Question regarding Agenda item G.1. – Mrs. Schiff wanted an explanation as to what that policy is. Mrs. O’Connell explained the process of policy readings and approvals then went on to explain Agenda item G.1. is a mandated policy that refers to the G&T program and the procedures our district has in place for identifying students.

E. SUPERINTENDENT’S/BOARD SECRETARY’S REPORT

1. Calendar/Announcements

Mrs. Elizabeth O’Connell

- Theatre week is taking place this week at FLC.
- Monday, January 16th, our district is closed in recognition of Martin Luther King, Jr.’s birthday
- The tri-school volleyball game scheduled for January 20th is postponed. The PTO’s are looking to reschedule this event in the spring.
- Our next BOE meeting is Monday, January 23, 2012 at 7:00pm in the Park Avenue Complex Cafeteria.

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

Mrs. O’Connell reported there were no reports of HIB reported to the Board of Education:

- FIS – No reports of HIB.
- PAE – No reports of HIB.
- FLC – No reports of HIB.

Mrs. O’Connell pointed out a correction to tonight’s agenda. On page 5, Resolution **J.14**. Annette Gianatiempo is the Cooperating Teacher and Arielle Weinstein is the Student Teacher.

F. INSTRUCTION

None

Dr. Lichardi offered the following motion, seconded by Mr. Patrick:

G. PUPILS

1. 1st Reading of Policy # 2464 Gifted and Talented Pupils (M)
Recommend the Board approve 1st Reading of Policy # 2464 Gifted and Talented Pupils (M), as presented.

2. 1st Reading of Policy # 5519 Dating Violence at School
Recommend the Board approve 1st Reading of Policy # 5519 Dating Violence at School, as presented.
3. 1st Reading of Regulation # 5519 Dating Violence at School (M)
Recommend the Board approve 1st Reading of Regulation # 5519 Dating Violence at School (M), as presented.
4. 1st Reading of Policy # 8505 School Nutrition
Recommend the Board approve 1st Reading of Policy # 8505 School Nutrition, as presented.

H. ADMINISTRATION

1. 1st Reading of BYLAW #0168 Recording Board Meetings
Recommend the Board approve 1st Reading of BYLAW #0168 Recording Board Meetings, 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. Ratification of Expenditures
WHEREAS, the last scheduled public meeting of the Freehold Borough Board of Education was held on December 12, 2011; and

WHEREAS, between December 12, 2011 and January 9, 2012 certain expenditures were made which are deemed as “necessary”; and

WHEREAS, N.J.A.C. 6A:23A-7.4(e) provides that, “Where occasional unforeseen situations arise wherein a request cannot obtain prior approval of the board” the payment of “necessary” expenditures without prior approval by the Board of Education may be made; and

WHEREAS, at the Reorganization meeting held on May 9, 2011 the Board of Education bestowed upon the Business Administrator the authority to pay outstanding recurring expenditures between board meetings,

THEREFORE, the Superintendent recommends that the Board of Education hereby ratify the following resolutions from necessary expenditures which transpired during the period between December 12, 2011 and January 9, 2012:

Fund 11 – General Current Expense	\$ 42,112.56
Fund 12 – Capital Outlay	0.00
Fund 20 – Grants and Entitlements	0.00
Fund 60 – Food Service	0.00
Total	\$ 42,112.56

3. Payment of Bills – January 12, 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 January 12, 2012 as follows:

Fund 11 – General Current Expense	\$342,953.69
Fund 12 – Capital Outlay	0.00
Fund 18 – Ed Jobs Fund	9,577.00
Fund 20 – Grants and Entitlements	29,987.72
Fund 60 – Food Service	<u>55,732.48</u>
Total	\$438,250.89

4. State Contract Purchase – Classroom Furniture

Recommend the Board approve the purchase of the following items of classroom furniture for use by students at the Freehold Intermediate School from Tanner Furniture Inc. (NJ State Contract #A67832) for a total cost not to exceed \$9,731.50 to be appropriated from GAAP Account 11-190-100-610-08-00-60:

<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
70	17.5” Student Chairs	\$ 61.00	\$4,270.00
20	15.5” Student Chairs	50.50	1,190.00
15	Utility Tables	186.68	2,800.20
10	Student Desks	103.53	1,035.30
1	Folding Table	76.00	<u>76.00</u>
			\$9,731.50

5. 1st Reading of Policy # 6424 Emergency Contracts

Recommend the Board approve 1st Reading of Policy # 6424 Emergency Contracts, as presented.

6. 1st Reading of Policy # 6472 Tuition Assistance

Recommend the Board approve 1st Reading of Policy # 6472 Tuition Assistance, as presented.

J. PERSONNEL

1. 1st Reading of Policy # 9180 School Volunteers

Recommend the 1st Reading of Policy # 9180 School Volunteers, as presented.

2. 1st Reading of Policy # 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants

Recommend the Board approve 1st Reading of Policy # 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants, as presented.

3. Employment of Teacher Assistant

Recommend the Board approve the employment of Adonia Snyder, PAE teacher assistant, for the remainder of the 2011-2012 school year, at Step 1 \$18,814 (prorated) of Teacher Assistants Guide, effective February 1st, 2012, to be appropriated from GAAP account 20-250-100-106-00-00-04, pending Criminal history approval. Ms. Snyder holds an A.A. in Education from Brookdale Community College. (Replaces Jessica Herbert)

4. Employment of Teacher Assistant
Recommend the Board approve the employment of Laura Barthel, FLC teacher assistant, for the remainder of the 2011-2012 school year, at Step 1 \$18,814 (prorated) of Teacher Assistants Guide, effective February 1st, 2012, to be appropriated from GAAP account 20-250-100-106-00-04, pending Criminal history approval. Ms. Barthel holds a B.A. in Elementary Education and Psychology from Georgian Court University. (Replaces Shelley Kole)
5. Employment of Freehold Learning Center Interventionist
Recommend the Board approve the employment of Shelley Kole, FLC Interventionist, for the remainder of the 2011-2012 school year, at Step 4 – M.A. \$47,260 (prorated) of Teachers Salary Guide, effective January 16th, 2012, to be appropriated from GAAP account 20-231-100-101-00-03-03. Ms. Kole's Criminal History approval is on file in the Superintendent's office. Ms. Kole holds a B.A. in Elementary Education and an M.S. in Teaching from Rowan University.
6. Employment of Computer Technician
Recommend the Board approve Kelly Podlucky as a computer technician, for the remainder of the 2011-2012 school year, effective February 2nd, 2012, pending Criminal History approval, at a salary of \$32,500/year (prorated). GAAP account # 11-000-252-100-00-00-08. (replaces Justin Wolf)
7. Reemployment of Computer Technician
Recommend the Board approve the reemployment of Michael Sauser as Computer Technician (PCR #NTECH001) for the 2011-2012 school year at an annual salary of \$40,000 (prorated) effective January 1st, 2012 to be appropriated from GAAP account # 11-000-252-100-00-00-08.
8. After School Room Duty Position
Recommend the Board approve Patricia Schure to share the after school room duty position with Donna Friedman. Ms. Schure will work 2 days a week, \$10 a session, for the remainder of the 2011-2012 school year. Ms. Schure's Criminal History approval is on file in the Superintendent's office. GAAP account 11-120-100-101-00-01-09.
9. Family Medical Leave Act (FMLA)
Recommend the Board approve Family Medical Leave Act (FMLA) for Angela Isaacs, effective January 6th, 2012 – January 23rd, 2012.
10. Employment of Video Technician
Recommend the Board approve Michael Sauser as Board of Education video technician for the remainder of the 2011-2012 school year, at a rate of \$30/hour, to be appropriated from GAAP account 11-000-230-100-00-00-01.
11. Related Service Coordinator
Recommend the Board approve Mary Sens-Azara as a related service coordinator for the 2011-2012 school year at a stipend of \$2000 payable from GAAP account 11-000-216-100-00-00-04.
12. After School Tutoring
Recommend the Board approve Judith Washburne as an after school tutor for the 2011-2012 school year at a rate of \$30/hour, not to exceed \$1320 payable from GAAP account 11-213-100-101-00-00-04.

13. Curriculum Development Committee

Recommend the Board approve the following teachers to work on the Curriculum Development Committee, Career Awareness for grades 6 and 7, at a rate of \$30/hour, payable from Title I account 20-231-200-100-00-09-03.

Heidi Brache
 Kelly Hobbs
 Heather Mickucki

14. Approval of Student Teachers/Interns/Field Experience for 2011-2012 School Year

Recommend the Board approve the following student teachers/interns/field experience for the 2011-2012 school year:

Cooperating Staff	Student Teacher/Intern	School	Dates
Kelly Hobbs	Diane Cappelluti (Intern)	Monmouth	Jan 2012 – May 2012
Josh Goldberg	Robin Goldberg (S.T.)	TCNJ	Jan 2012 – April 2012
Annette Gianatiempo (S.T.)	Arielle Weinstein	TCNJ	Jan 2012 – April 2012

15. Volunteer Assistant Coach

Recommend the Board approve Martyn Cordero as a volunteer assistant coach for the FIS boy’s basketball team for the 2011-2012 school year. Mr. Cordero’s Criminal History approval is on file in the Superintendent’s office.

16. Approval of District Translator

Recommend the Board approve the following district translator 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>
Gaimeo	Antionette	X	

17. Employment of Staff for Professional Development (Parent Academies)

Recommend the Board approve employment of staff for Professional Development (Parent Academies) during the months of January, February and March at the rate of \$30.00 an hour not to exceed 4 hours. Account –Fund 20 233 200 100 00 00 40

<i>Last Name</i>	<i>First name</i>	<i>Position</i>	<i>Salary</i>
Gianatiempo	Annette	Teacher	\$30.00/hour
Egan	Laura	Teacher	\$30.00/hour
Mandelbaum	Randee	Teacher	\$30.00/hour
Cleveland	Cheryl	Teacher	\$30.00/hour
Galloway	MaryFran	Teacher	\$30.00/hour
Miller	Loretta	Teacher	\$30.00/hour
McMahon	Ann Marie	Teacher	\$30.00/hour
Krasowski	Stan	Teacher	\$30.00/hour
Lapinski	Sandy	Teacher	\$30.00/hour
Cirino	Christine	Teacher	\$30.00/hour

Koerner	Rose	Teacher	\$30.00/hour
Freier	Amanda	Teacher	\$30.00/hour

18. Employment of Substitute Teachers with College Degrees

Recommend the Board approve the following substitute teachers with college degrees for the 2011-2012 school year, pending Criminal History Check.

Michael Ayers	B.S., Gettysburg College (Business Administration)
Alice Fecko	B.S., Ramapo College of NJ (Business Administration)
Patricia Gioiosa-Stella	B.S., St. John’s University, (Elementary Education)
Jennifer Harrison	B.A., College of NJ (Communications)
Patricia Sharwarko	B.A., Caldwell College (Elementary Education)
Emily Vasile	B.A., Somerset Christian College (Christian Counseling)
Arielle Weinstein	B.S., College of NJ (English)

19. Employment of Substitute Custodian

Recommend the Board approve the following substitute custodian for the 2011-2012 school year. Mr. Iza’s Criminal History approval is on file in the Superintendent’s office.

Felix Iza

(A brief discussion occurred when Mr. Keelan inquired about **J.5**. Mr. Keelan wanted to know what an Interventionist was. Mrs. O’Connell explained Interventionist’s are teachers who work specifically on improving academics with students on the cusp of scoring proficient on the NJ ASK. 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.)

ROLL CALL VOTE

AYES	Mrs. Greitz, 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

1. School Messenger Parameters

- Dr. Lichardi – The Freehold Borough Little League is having their recruitment and registration. They would like to find a means of adequately communicating this with the public. Cards were mailed out but that is not adequate as people claim the cards weren’t received and community members are still unaware. Dr. Lichardi then suggested perhaps it would be very effective to use the school messenger system to notify parents based upon the success of the field hockey class attendance.
- Mrs. O’Connell responded explaining the current way our district communicates public information to our parents, including the use of backpack stuffers which are created and

delivered to the board office for distribution to the appropriate schools within our district. The main cause for concern would be the secretaries in the main offices would be receiving the phone calls for any School Messenger message sent out for groups such as the FBLL and are not responsible for the information presented, not to mention the schools cannot field questions because they don't have the answers for the organizations.

(A discussion occurred between the BOE members and administration regarding how our district communicates with the public and how to discern whose messages the school district should be responsible for sending out messages. 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.)

After the discussion, it was decided the district will require this issue to be discussed at the CRC Committee and have them come back to the BOE with recommendations on how to handle requests such as the FBLL's who wish to use our School Messenger system for community based announcements. For this request only, the FBLL will be able to utilize the District's School Messenger system.

2. Dan Xavier – At the last BOE meeting on 12/3, I mentioned the feasibility of merging Freehold Township and Freehold Borough. Mr. Xavier wanted to know if Mr. DeGeorge had a better grip on our financial stage. Mr. Xavier also wanted to know if Mr. DeGeorge would be able to find out how much the feasibility study would be. We originally heard between \$15,000.00 and \$50,000.00 and since our district is small, it should be on the lesser end.

Mr. DeGeorge wanted to point out 2 things. The first is the feasibility study is not the first step. The first step is a mutual agreement between both Boards to move forward. That being said, Mr. DeGeorge said he will find out some historical costs. Mr. DeGeorge also pointed out; costs may not have anything to do with the size of the district. The same issues still have to be explored.

(A discussion occurred between the BOE members and administration regarding shared spaces and services and how the NJ DOE is aware of our situation and impressed at how we are working with our constraints. 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. Jordan stated she understands how the BOE wants to explore all avenues, but we are now going into budget season and Mr. DeGeorge and his staff will be extremely busy preparing for the March budget deadline. Mrs. Jordan wanted to know if we can delay this work until after the budget is prepared, then we could possibly meet with the Freehold Township BOE. Mrs. Jordan suggested this take place the first BOE meeting in February and asked for this to go on the agenda.

M. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

- Jill Schiff – FIS PTO – Promoted the Winter Festival on January 28, 2012 from 5:00pm – 8:00pm. The PTO is still accepting donations and welcomes everybody to attend and help. Please email if interested for more information.

N. PUBLIC COMMENTS

- Michele Tennant – 70 Parker Street, (parent) – Regarding the School Messenger system, as a parent, my concern is if we keep getting messages, I will delete them and possibly miss an important school communication. Thank you.

O. REPORTS FROM BOARD MEMBERS

- Tom Parke – I am sure you heard about the mural. Mr. Reich explained this had nothing to do with us. FBAC had a deal with the building owner to preserve the painted panels and the owner of the building got angry and breached the contract w/ FBAC and painted over the murals. Some of our students did participate in the painting project; they had to write essays to be selected.
- Dan Xavier – The Funding and Finance Committee is setting up the next meeting. There has been a shift in membership and is still open to the public. Thursday, January 26th at 7:30 at Café 360 is tentatively the next meeting. We are still waiting to be confirmed. We look for alternate funding methods for our district. You can email me with any questions.
- Dr. Lichardi – What is the status of our district’s retired school bus? Mr. DeGeorge answered stating there is still some interest, possibly for a musical purpose. Mr. DeGeorge also stated there may still be interest from the Freehold Fire Department.
- Mr. Patrick – I had the pleasure of attending the PAE Holiday Concert in December. It was very nice and the kids did a great job. Congratulations to Mr. Gross.
- Mrs. Jordan – This Thursday at 7pm is the Foundation meeting at the Park Avenue Complex.

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

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 January 9th, 2012 at **7:35pm** 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

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

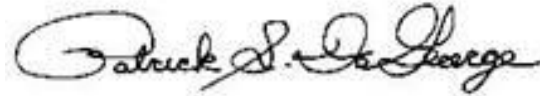
Vote: 9 Yes, 0 No, 0 Abstain

(The public portion of the meeting reconvened at 8:17 pm)

Q. ADJOURNMENT

Moved by Mr. Parke and seconded by Mr. Patrick that the Board of Education adjourn the Board meeting at 8:18 pm.

Unanimously approved



Patrick S. DeGeorge
Board Secretary