

**FREEHOLD BOROUGH BOARD OF EDUCATION  
AGENDA FOR THE PUBLIC BOARD ACTION MEETING  
TO BE HELD MONDAY, JULY 18, 2011 AT 7:00 PM  
FREEHOLD LEARNING CENTER  
30 DUTCH LANE ROAD, FREEHOLD, NJ 07728**

***GOALS OF THE FREEHOLD BOROUGH BOARD OF EDUCATION FOR 2010-2011***

- Goal 1: Implement, support, and communicate the Strategic Plan***
- Goal 2: Open lines of communication to disseminate information to the community through the Community Relations Committee***
- Goal 3: Investigate ways to improve financial efficiencies district wide through shared services and partnerships***

**A. STATEMENTS**

- 1. Meeting Notice
- 2. Pledge of Allegiance
- 3. Roll Call

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

**C. 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 July 18, 2011 at \_\_\_\_\_ to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be \_\_\_\_\_ minutes after which the public meeting of the Board shall reconvene and proceed with business; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE, BE IT RESOLVED by the Freehold Borough Board of Education that the Board shall go into Executive Session to discuss the following items:

- 1. Confidential Matters – Personnel
- 2. Confidential Matters – Legal Proceedings
- 3. Confidential Matters – Pupil Residency
- 4. Confidential Matters – Students

ITEMS DISCUSSED IN EXECUTIVE SESSION WILL RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.

D. APPROVAL OF MINUTES

1. Recommend the Board approve the release to the public of the minutes of the Board Action Meeting Agenda held on June 20<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 June 20<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.

E. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

F. SUPERINTENDENT'S/BOARD SECRETARY'S REPORT

1. 2010-2011 Violence & Vandalism Report – Mrs. Elizabeth O'Connell
2. End of Year Report (PAE) – Mrs. Elizabeth O'Connell
3. New Jersey School Boards Association – Ms. Kathy Winecoff
4. Calendar/Announcements – Mrs. Elizabeth O'Connell

G. INSTRUCTION

1. 2011-2012 District Professional Development Plan  
Recommend the Board approve the 2011-2012 District Professional Development Plan, as presented.
2. 2<sup>nd</sup> Reading of Policy # 2415.04 Title I – District Wide Parental Involvement (Revised)  
Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 2415.04 Title I – District Wide Parental Involvement (Revised), as presented.

H. PUPILS

1. 2<sup>nd</sup> Reading of Policy # 2414 Programs and Services for Pupils in High Poverty and in High Need School Districts (M)  
Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 2414 Programs and Services for Pupils in High Poverty and in High Need School Districts (M), as presented.
2. 2<sup>nd</sup> Reading of Policy # 2440 Summer Session  
Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 2440 Summer Session, as presented.
3. 2<sup>nd</sup> Reading of Policy # 6150 Tuition Income

Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 6150 Tuition Income, as presented.

I. ADMINISTRATION

1. 2<sup>nd</sup> Reading of Policy # 1230 Superintendent's Duties (M)  
Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 1230 Superintendent's Duties (M), as presented.
2. 2<sup>nd</sup> Reading of Policy # 1522 School-Level Planning (M)  
Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 1522 School-Level Planning (M), as presented.

J. BUSINESS

1. Ratification of Expenditures  
WHEREAS, the final scheduled public meeting of the Freehold Borough Board of Education scheduled for the 2009-2010 school year was held on June 20, 2011; and

WHEREAS, between June 21, 2011 and June 30, 2011 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 June 21, 2011 and June 30, 2011:

Fund 11 – General Current Expense	\$116,516.53
Fund 12 – Capital Outlay	0.00
Fund 20 – Grants and Entitlements	39,170.23
Fund 60 – Food Service	<u>34,626.92</u>
Total	\$190,313.68

2. Payment of Bills – July 18, 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 July 18, 2011 as follows:

Fund 11 – General Current Expense	\$482,984.56
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Fund 12 – Capital Outlay	0.00
Fund 20 – Grants and Entitlements	6,785.90
Fund 60 – Food Service	<u>1,235.68</u>
Total	\$491,006.14

3. 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 2011-2012 Travel Authorization Logs.
4. 2<sup>nd</sup> Reading of Policy # 6220 Budget Preparation (M)  
Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 6220 Budget Preparation (M), as presented.
5. 2<sup>nd</sup> Reading of Policy # 6311 Contracts for Goods or Services Funded by Federal Grants (NEW)  
Recommend the Board approve 2<sup>nd</sup> Reading of Policy # 6311 Contracts for Goods or Services Funded by Federal Grants (NEW), as presented.
6. 1<sup>st</sup> Reading of Policy # 6820 Financial Reports  
Recommend the Board approve the 1<sup>st</sup> Reading of Policy #6820 Financial Reports, as presented.
7. Nursing Services on Bus  
Recommend the Board approve Bayada Nurses to provide nursing services from July 5, 2011 through August 15, 2011 for SID # 8902768608 and SID # 5282218506 on the school bus ride to Hawkswood School as per the student’s IEP at the rate of \$308 per day not to exceed \$9,240 payable from GAAP Account 11-000-217-320-00-00-04.
8. Disposal of Textbooks  
Recommend the Board to approve the disposal of the following textbooks which are no longer in circulation:

Warriner’s English Grammar & Composition, Second Edition Copyright 1982, ISBN 0-15-311881-4	qty: 9	Value: \$0
Language Arts Today McMillan/McGraw-Hill, Copyright 1993, ISBN 0-02-244118-2	qty: 9	Value: \$0
Scotts Forsman – Addison Wesley, Middle School Math Copyright 1998, ISBN 0-021-69018-7	qty: 35	Value: \$0
Helaht, Algebra McDougel Littell, Copyright 1998, ISBN 0-669-43359-4	qty: 12	Value \$0
9. Contract for Purchase of Toner Cartridges  
Recommend the Board approve *Laser Save* to provide toner cartridges for the District’s laser printers for the 2011-2012 school year at a cost not to exceed \$10,000 to be

appropriated from GAAP account 11-190-100-610-00-00-08. Per unit quotations were obtained as required by New Jersey Public Purchasing Law.

10. Contract for Printer Preventative Maintenance

Recommend the Board approve *Laser Save* to provide preventative maintenance service for the District's laser printers for the 2011-2012 school year at a cost not to exceed \$5,000 to be appropriated from GAAP account 11-190-100-340-00-00-08. Quotations were obtained as required by New Jersey Public Purchasing Law.

11. Contract for Child Study Team Assessments

Recommend the Board approve *Peacock Consulting, LLC* to provide Child Study Team assessment services for the District's Special Programs Department for the 2011-2012 school year at a cost of \$414 per assessment, not to exceed \$5,000 to be appropriated from GAAP account 11-000-219-320-00-00-04.

K. PERSONNEL

1. Memorandum of Agreement

RESOLVED, that the Memorandum of Agreement agreed to between the Freehold Borough Board of Education and the Freehold Borough Administrators Association dated July 18, 2011 covering the period from July 1, 2011 to June 30, 2012, be approved. Said Memorandum of Agreement is on file in the Office of the Business Administrator/Board Secretary.

2. Retirement of Teacher

Recommend the Board accept with regret the retirement of Lynda Talarico, PAE Kindergarten Teacher, effective July 1, 2011.

3. Resignation of Director of Curriculum and Instruction

Recommend the Board accept with regret the resignation of Thomas Tramaglini, Director of Curriculum and Instruction, effective August 24<sup>th</sup>, 2011.

4. Resignation of Teacher Assistant

Recommend the Board accept with regret the resignation of Ashley Polito, teacher assistant, effective July 25, 2011.

5. Resignation of Teacher Assistant

Recommend the Board accept with regret the resignation of Ami Chodosh, teacher assistant, effective August 11, 2011.

6. Resignation of CHIPRA Grant School Facilitator

Recommend the Board accept with regret the resignation of Alyssa Hostnik, CHIPRA Grant School Facilitator, effective August 12, 2011.

7. Employment of Director of Curriculum and Instruction

Recommend the Board approve the employment of Richard Pepe, as Director of Curriculum and Instruction for the 2011-2012 school year, effective August 15, 2011, at a base salary of \$ 102,000 per year, prorated, plus + \$1,000 for M.S. + 30 (12 month position) to be appropriated from GAAP Account 11-000-221-102-00-00-03 pending receipt of valid official transcripts and Criminal History Check. Mr. Pepe holds a B.A. in Mathematics from The College of NJ and an M.A. in Educational Administration.

8. Employment of Supervisor of Instructional Technology and Assessment

Recommend the Board approve the employment of Shauna Schubiger as Supervisor of Instructional Technology and Assessment for the 2011-2012 school year, effective August 1, 2011 at a base salary of \$82,000 per year, prorated, plus \$1,000 for M.S. + 30 (11 month position) to be appropriated from GAAP Account 11-000-252-100-00-00-08 (50%) and 11-000-223-102-00-00-01 (50%) pending receipt of valid official transcripts and Criminal History Check. Ms. Schubiger holds an M.S. in Educational Technology from Ramapo College of NJ and an M.A. in Educational Leadership from Kean University.

9. Employment of Supervisor of Instruction

Recommend the Board approve the employment of Jennifer Donnelly as Supervisor of Instruction for the 2011-2012 school year, at a date to be determined, at a base salary of \$82,000 per year, prorated, plus \$1,000 for M.S. + 30 (11 month position) to be appropriated from GAAP Account 11-000-221-102-00-00-03, pending receipt of valid official transcripts and Criminal History Check. Mrs. Donnelly holds a M.A. in Professional Leadership from St. Peter's College.

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

Recommend the Board approve the employment of Cecilia Zimmer as Supervisor of Instruction/Supervisor of ESL and Bilingual for the 2011-2012 school year, effective July 1, 2011 at a base salary of \$82,000 per year, plus \$1,000 for M.S. + 30 (11month position) (reapproval – was originally approved without Masters + 30)

11. Employment of ESL /Bilingual Teacher

Recommend the Board approve Cristino Caban, Jr. as a middle school ESL/Bilingual teacher for the 2011-2012 school year, effective September 1<sup>st</sup>, 2011 at Step 12 – MA \$55,430 to be appropriated from GAAP Account # 11-240-100-101-00-00-03, pending Criminal History Check. Mr. Caban Jr. holds a BA in Political Science from the University of Puerto Rico, a BA in English from the Caribbean University in Puerto Rico and a MA in ESL from the University of Phoenix.

12. Employment of Teacher Assistant

Recommend the Board approve Shelley Kole, as teacher assistant at FLC for the 2011-2012 school year, at Step 9 - \$23,599 of Teacher Assistant's Guide to be appropriated from GAAP Account 20-250-100-106-00-00-04. Ms. Kole holds a B.A. and M.S. in Elementary Education from Rowan University, and holds certificates in Elementary Education K-5, Teacher of Students with Disabilities, Elementary with Social Studies 5-8 and Teacher of Reading.

13. CHIPRA Grant Project Manager

Recommend the Board approve Cecilia Zimmer as Project Manager of the Children’s Health Insurance Program Reauthorization Act (CHIPRA) grant from July 1, 2011 through December 31, 2011 school year at a rate of \$30/hour, not to exceed \$3,000 to be charged to GAAP Account # 20-438-200-100-00-81.

14. Reemployment of Nontenured Certificated Staff Member

Recommend the Board approve the following nontenured certificated staff member for the 2011-2012 school year.

Amanda Urbano                      PAE                      100%                      Step 3 – BA \$44,410

15. Approval of Staff Member from Part-time to Full-time

Recommend the Board approve the following nontenured certificated staff member from part-time to full-time for the 2011-2012 school year.

Kristina Seibuchler                      PAE                      50% to 100%                      Step 5 – BA \$45,410

16. Reemployment of Computer Technician

Recommend the Board approve the reemployment of Michael Sauser as a full-time Computer Technician, for the 2011-2012 school year, at a salary of \$35,000, to be appropriated from Account # 11-000-252-100-00-08. (was originally approved through June 30<sup>th</sup>, 2011)

17. Employment of Staff for 21<sup>st</sup> Century Community Learning Center Summer Academy

Recommend the Board approve Yatta Dukuly as a substitute teacher for the 2011 Summer Academy Program July 5, 2011 through August 4, 2011 at a rate of \$30 to be appropriated from 21<sup>st</sup> Community Learning Centers Account: 20-307-100-100-00-03.

18. Approval of Nurse for 21<sup>st</sup> Century Community Learning Center Summer Academy

Recommend the Board approve Susan Scalgione as nurse for the 2011 Summer Academy Program beginning July 11, 2011 through July 28, 2011 at a rate of \$30 not to exceed \$1,000 to be appropriated from 21<sup>st</sup> Community Learning Centers Account: 20-307-200-100-00-03.

19. Bus Driver for ESY

Recommend the Board approve the following bus driver for the 2011-2012 ESY program from July 5, 2011 through August 15, 2011 to be appropriated from GAAP Account 11-000-270-161-00-06.

Last Name	First Name	Position	Rate
Oddo	Laura	Bus Driver	\$20/hr 4 hrs day/4 days per wk 24 days

20. Teacher for ESY

Recommend the Board approve the following staff for the 2001-2012 ESY program to be appropriated from GAAP Account 11-204-100-101-00-02-04.

Last Name	First Name	Position	Rate
Zaremba	Lauren	Teacher	5 hrs/day 4/days wk/24 days @ \$30/hr

Ms. Zaremba was previously approved at the June 20, 2011 meeting as a substitute teacher.

21. Teacher Assistants for ESY

Recommend the Board approve the following staff for 2011-2012 ESY program to be appropriated from GAAP Account 11-204-100-106-00-01-04.

Last Name	First Name	Position	Rate
Klott	Rachel	Teacher's Assistant	\$15/hr one day per week for six weeks NTE \$450
Maresca	Nancy	Teacher's Assistant	\$15/hr one day per week for six weeks NTE \$450

22. Clerical Assistants Summer Work

Recommend the Board approve the following clerical assistants to work on an as needed basis from June 21<sup>st</sup>, 2011 – August 31<sup>st</sup>, 2011 at \$15/hour, not to exceed 100 hours each to be appropriated from Account # 11-000-240-105-00-00-09.

Mimi Cruz  
Ana Fay  
Kellie Salce  
Kristy Sutton

23. Employment of Staff for 21<sup>st</sup> Century Community Learning Center Summer Academy

Recommend the Board approve Kevin Murphy as a substitute security guard for the 2011 Summer Academy Program beginning July 22, 2011 through July 29, 2011 at a rate of \$15 to be appropriated from 21<sup>st</sup> Community Learning Centers Account: 20-307-200-100-00-00-03.

24. Clerical Assistant for Foodservice

Recommend the Board approve Michele Bresnahan as clerical assistant for the district's Foodservice operation from July 19, 2011 through June 30, 2012 at a rate of \$15 per hour, not to exceed \$1,500 to be appropriated from GAAP Account 60-910-310-100-00-00-09.

L. NEW BUSINESS/ADDENDA

M. DISCUSSION ITEMS

1. Additional State Aid for the 2011-2012 School Year



N. COMMUNICATIONS FROM SCHOOL AND COMMUNITY GROUPS

O. PUBLIC COMMENTS

P. REPORTS FROM BOARD MEMBERS

Q. ADJOURNMENT