

FREEHOLD TOWNSHIP BOARD OF EDUCATION
September 25, 2018
Regular Meeting Agenda

The mission of the Freehold Township Schools, in partnership with our community, is to prepare all students to be responsible citizens and life long learners.

The Freehold Township Board of Education meets, as a whole, on the second and fourth Tuesday of each month. There are three committees of the board that meet before the first board meeting of the month to review issues specific to each committee's charge and a report is presented at the next board meeting. Each committee spends many hours reviewing recommendations and agenda items. Items are placed on this agenda as a recommendation for full board approval by each committee.

I. Call to Order

II. Opening Statement

"A notice listing the time, date and place of this meeting was posted on the public bulletin board of all Freehold Township Schools, on the entrance door to the Administrative Offices of the Board of Education, on the district website, at the Office of the Freehold Township Clerk, published in the Asbury Park Press on January 10, 2018, and sent to the News Transcript on January 8, 2018."

III. Pledge of Allegiance

IV. Roll Call

V. Approval of Minutes

Regular and Executive Session Minutes for September 12, 2018 Meeting

VI. Communications

VII. President's Remarks

VIII. Board Reports and Actions

**A. Personnel/Policies/Communications Committee – Michael Amoroso, Chairperson
Committee Members: Elena O'Sullivan, Michelle Lambert
Administrative Liaison: Neal Dickstein**

ADMINISTRATIVE APPOINTMENT

1. BE IT RESOLVED THAT the Freehold Township Board of Education appoints Mr. Neal Dickstein as the Superintendent of Schools for a four-year term beginning September 26, 2018 and ending June 30, 2022 as approved by the Monmouth County Superintendent of Schools.

IX. Administrative Report

X. Public Participation – agenda items only

XI. Board Reports and Actions

**A. Personnel/Policies/Communications Committee – Michael Amoroso, Chairperson
Committee Members: Elena O'Sullivan, Michelle Lambert
Administrative Liaison: Neal Dickstein**

COMMITTEE REPORT

NEW EMPLOYMENT

2. The Superintendent recommends approval to issue a contract to the following staff members for the 2018-2019 school year. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7 et seq; 39-17 et seq; 6-4.13 et seq.

NAME: Angela Cioffi-Wagtowicz
 POSITION: Replacement Teacher Assistant – ECLC
 SALARY: \$27,564.00 GUIDE: TA STEP: 1
 ACCOUNT#: 11-216-100-106-10-000-070
 EFFECTIVE: October 15, 2018 through February 28, 2019

NAME: Cara Nelius
 POSITION: Media Specialist – Errickson Elementary School
 SALARY: \$63,582.00 GUIDE: C STEP: 6
 ACCOUNT#: 11-000-222-100-10-000-025
 EFFECTIVE: TBD

SALARY ADJUSTMENTS

3. The Superintendent recommends ratifying the salary adjustments of the following staff members:

NAME: Brianne Sullivan
 POSITION: Teacher – Catena Elementary School
 POSITION CONTROL #: 1200-020-IS-001
 FROM: \$54,582.00 GUIDE: B STEP: 1
 TO: \$56,082.00 GUIDE: C STEP: 1
 ACCOUNT #: 11-120-100-101-10-000-020
 EFFECTIVE: September 1, 2018 through June 30, 2019

NAME: Erin Fischer
 POSITION: Teacher – Barkalow Middle School
 POSITION CONTROL #: 1103-023-IS-004
 FROM: \$67,182.00 GUIDE: A STEP: 9
 TO: \$70,182.00 GUIDE: C STEP: 9
 ACCOUNT #: 11-130-100-101-10-000-023
 EFFECTIVE: September 1, 2018 through June 30, 2019

NAME: Angela Reading
 POSITION: Teacher – Catena Elementary School
 POSITION CONTROL #: 1001-020-IS-031
 FROM: \$60,582.00 GUIDE: A STEP: 6
 TO: \$62,082.00 GUIDE: B STEP: 6
 ACCOUNT #: 11-120-100-101-10-020
 EFFECTIVE: September 1, 2018 through June 30, 2019

NAME: Tiffany Knapp
 POSITION: Teacher – Catena Elementary School
 POSITION CONTROL #: 1001-020-IS-39
 FROM: \$68,682.00 GUIDE: B STEP: 9
 TO: \$70,182.00 GUIDE: C STEP: 9
 ACCOUNT #: 11-120-100-101-10-020
 EFFECTIVE: September 1, 2018 through June 30, 2019

NAME: Michael Dilworth
 POSITION: Teacher – West Freehold Elementary School
 POSITION CONTROL #: 1001-030-IS-33
 FROM: \$63,582.00 GUIDE: C STEP: 6
 TO: \$65,082.00 GUIDE: D STEP: 6
 ACCOUNT #: 11-213-100-101-10-000-030
 EFFECTIVE: September 1, 2018 through June 30, 2019

NAME: Patricia Somma
 POSITION: Teacher – West Freehold Elementary School
 POSITION CONTROL #: 1001-030-IS-023
 FROM: \$70,182.00 GUIDE: C STEP: 9
 TO: \$71,682.00 GUIDE: D STEP: 9
 ACCOUNT #: 11-213-100-101-10-000-030
 EFFECTIVE: September 1, 2018 through June 30, 2019

ADJUSTED CONTRACT DATES

4. The Superintendent recommends approval to adjust the contract dates of the following staff members for the 2018-2019 school year:

NAME: Angela Lurito-Brown
 POSITION: District Data Specialist
 SALARY: \$70,000.00
 ACCOUNT #: 11-000-252-100-10-000
 FROM: September 28, 2018 through June 30, 2019
 TO: October 15, 2018 through June 30, 2019

NAME: Jessica Somma
 POSITION: Replacement Teacher – Catena Elementary School
 SALARY: \$53,082.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-120-100-101-10-000-020
 FROM: October 1, 20178 through February 20, 2019
 TO: September 20, 2018 through February 14, 2018

LEAVE OF ABSENCE

5. The Superintendent recommends approval to adjust the leave of absence of the following staff member for the 2018-2019 school year:

NAME: Esther Rosenberg
 POSITION: Speech Language Specialist
 POSITION CONTROL #: 3120-025-SPEDSUP-002
 ACCOUNT: 11-000-216-100-10-000
 FROM UNPD NJ/FED FMLA: September 12, 2018 through October 16, 2018
 TO UNPD NJ/FED FMLA: September 24, 2018 through October 16, 2018

HONORARIUM 2018-2019

6. The Superintendent recommends approving the following honorarium for the 2018-2019 school year:

NAME	ACTIVITY	SCHOOL	AMOUNT
Gary Baker	Academic Team	DDES	\$1,500.00

7. The Superintendent recommends approving the following PTO funded honoraria for the 2018-2019 school year:

NAME	ACTIVITY	SCHOOL	AMOUNT
Karen Finn	Garden Club	CRA	\$2,000.00
Jennifer Howard	Garden Club	CRA	\$ 500.00
Angela Piscitelli	Garden Club	CRA	\$ 500.00
Tamara Femiano	Chorus	CRA	\$2,000.00
Jaclyn Doyle	STEAM Club	CRA	\$1,000.00
Emily Boehler	STEAM Club	CRA	\$1,000.00
Ryan Eichner	Intramurals	CRA	\$1,000.00
Jennifer Howard	Exercise Club	CRA	\$ 500.00
Angela Piscitelli	Exercise Club	CRA	\$ 500.00
Jennifer Howard	Running Club	CRA	\$ 500.00
Angela Piscitelli	Running Club	CRA	\$ 500.00

PART-TIME PERMANENT SUBSTITUTE OFFICE ASSISTANT/RECEPTIONIST

8. The Superintendent recommends approval of the following staff member as part-time permanent substitute office assistant/receptionist for the 2018-2019 school year:

Christine Romanzi \$15.00 per hour

DISTRICT MENTORS

9. The Superintendent recommends approving the following staff members as district mentors for the 2018-2019 school year:

Lauren Moynihan
 Lisa Cicero
 Emily Lackey

SUBSTITUTE RATES 2018-2019

10. The Superintendent recommends ratifying approval to establish the following substitute rates of pay for the 2018-2019 school year:

		<u>Full Day</u>	<u>Delayed Opening</u>	<u>Four Hour Day</u>	<u>Half Day</u>
<u>TEACHERS</u>					
Certification – State					
1-10	Consecutive Days	100	78.80	70	50
11-20	Consecutive Days	115	83	74	57.50
21-30	Consecutive Days	140	103	88	70
31+	Consecutive Days	280	216	191	136
Certification-County					
Nurse		95	74.85	66.50	47.50
Registered Nurse		125			
Administrative Coverage			Per diem rate		
			75 additional		
<u>SUPPORT STAFF</u>					
Bus Driver	20.00		per hour		
Bus Attendant	12.00		per hour		
Teacher Assistant	10.50		per hour		
Office Assistant	10.00		per hour		
Lunchroom Assistant	10.00		per hour		
Custodian	12.00		per hour		

11. The Superintendent recommends approval to establish the following administrative substitute rates of pay for the 2018-2019 school year for individuals not employed by Freehold Township:

\$350.00	1-30	days
\$450.00	31+	days

CERTIFIED SUBSTITUTES

12. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2018-2019 school year at the established rates for certificated positions. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7.1 et seq.; 39-17 et seq.; 6-4.13 et seq.

Lisa Santos	Dana Oliveri
Mark Glass	Stephanie Pragosa
Amanda Richter	Claudia Horowitz
Carissa Patti	Alexandra Cook
Lindsay Perine	

SUPPORT STAFF SUBSTITUTES

13. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2018-2019 school year at the established rates for non-certificated positions. All employments are recommended pending State Department of Education approval of emergent employment for a period not to exceed 3 months pending completion of the criminal history background check as per NJSA 18A:6-7.1 et seq.; 39-17 et seq.; 6-4.13 et seq.

Teacher Assistant	Office Assistant	Lunchroom Assistant
Linda Serrano	Linda Serrano	Linda Serrano
Amanda Richter	Amanda Richter	Amanda Richter
Carissa Patti	Carissa Patti	Carissa Patti
Helene Boyce	Helene Boyce	Helene Boyce
Dana Oliveri	Dana Oliveri	Dana Oliveri
Stephanie Pragosa	Stephanie Pragosa	Stephanie Pragosa
Alexandra Cook	Alexandra Cook	Alexandra Cook

ANTI-BULLYING BILL OF RIGHTS

14. The Superintendent recommends submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2017-2018 school year.

- B. Curriculum/Staff Development Committee – Mary Cozzolino, Chairperson**
Committee Members: Michael Matthews, Jason Levy
Administrative Liaison: Pam Nathan

COMMITTEE REPORT

HOME INSTRUCTION

1. The Superintendent recommends ratification for the following student to receive home instruction:

Student: 9114023994
 School: MWES
 Grade: 2nd
 Tutor: Caitlyn Rittenhouse
 Duration/Cost: 6 hours per week/\$35/hour
 Tutor: Marilyn Winograd, TVI
 Duration/Cost: 1 hour per week/\$130/hour
 Start Date: 9/24/18
 End Date: TBD

2. The Superintendent recommends ratification for the following student to receive home instruction:

Student: 6649924287
 Classification: 504
 Tutor: Kathleen Nord
 Duration/Cost: \$50/hour – not to exceed 10 hours per week
 Start Date: 9/06/18
 End Date: TBD

**C. Finance/Facilities/Transportation Committee – Jennifer Patten, Chairperson
Committee Member: Daniel DiBlasio, Kay Holtz
Administrative Liaison: Robert DeVita**

COMMITTEE REPORT

CERTIFICATION

1. Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), the Board Secretary certifies that as of August 31, 2018, **NO** budgetary line item account has obligations and payments (contractual orders) which in the total exceed the amount appropriated by the Board of Education pursuant to N.J.A.C. 6A:22A-16.10(a), N.J.S.A. 18A:22-8 and 18A:22-8.1.

SECRETARY/TREASURER REPORTS

2. The Superintendent recommends acceptance of the Board Secretary's report for the month of August 2018 and the Treasurer's report for the month of August 2018.

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we certify that as of August 31, 2018, the Board Secretary's monthly financial report (appropriations section) did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on this report and the advice of the district officials, we have no reason to doubt that the district has sufficient funds to meet its financial obligations for the remainder of the fiscal year.

BILLS & CLAIMS

3. The Superintendent recommends approval of the following list of bills dated September 25, 2018, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)			
Current Expense	\$645,468.28	\$627,702.77	\$1,273,171.05
Capital Outlay	\$21,644.08		\$21,644.08
Education Job Fund			
Special Revenue	\$13,236.64		\$13,236.64
Capital Project			
Debt Service			
Total Bills	\$680,349.00	\$627,702.77	\$1,308,051.77

TRANSFER

4. The Superintendent recommends ratifying the following transfers for the 2018-2019 school year:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$583.39	11-000-270-420-50-000 Cleaning/Repair/Maint.	11-000-270-390-50-000 Other Purchases/Prof/Tech

TRANSFERS

5. The Superintendent recommends approval of the following transfers for the 2018-2019 school year:

1. <u>Amount</u> \$62,000	<u>From</u> 11-000-252-330-06-000 Admin Tech Purch. Prof. Serv.	<u>To</u> 11-000-266-300-06-000 Security Purch. Prof. Serv.
2. <u>Amount</u> \$1,000.00	<u>From</u> 11-000-240-580-24-000-024 Administrative Travel	<u>To</u> 11-000-221-500-24-000-024 Improv. Inst. Other Purch.
3. <u>Amount</u> \$4,000.00	<u>From</u> 11-000-219-390-40-000 CST Prof./Tech. Serv.	<u>To</u> 11-000-216-320-40-000-070 ECLC Speech/Prof. Serv.
4. <u>Amount</u> \$498.00	<u>From</u> 11-213-100-610-23-000 Resource Room/Supply	<u>To</u> 11-212-100-610-23-000-023 MD
5. <u>Amount</u> \$4,100.00	<u>From</u> 11-000-270-420-50-000 Cleaning/Repair/Maintenance	<u>To</u> 11-000-270-390-50-000 Other Purchases Prof./Tech. Serv.
6. <u>Amount</u> \$2,786.50	<u>From</u> 11-212-100-106-14-000 ESY – MD TA	<u>To</u> 11-000-216-100-14-000 ESY – Speech/OT

APPROVAL OF TRAVEL AND RELATED EXPENSES

5. The Superintendent recommends approval of the following travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23B as follows:

	NAME	TITLE	EVENT	DATES	AMOUNT
1	Aldarelli, Edward	Principal	FEA/NJPSA/NJASCD Fall Conference	10/18/18 – 10/19/18	\$320.00
2	Greiner, Heather	Fine Arts Teacher	AE NJ Conference	9/30/18 – 10/2/18	\$235.00
3	Marini, Bonniejoy	Special Ed. Teacher	Autism NJ Annual Conference	10/18/18 – 10/19/18	\$500.00
4	Polakowski, Lara	PE Teacher	Adapted Health & PE	10/30/18	\$115.00
5	Pyott, Colleen	Digital Arts Teacher	AE NJ Conference	9/30/18 – 10/2/18	\$265.00
6	Rieg, Karen	Art Teacher	AE NJ Conference	9/30/18 – 10/2/18	\$285.00
7	Rusterholz, Kristen	Digital Arts Teacher	AE NJ Conference	9/30/18 – 10/2/18	\$235.00
8	Weissman, Michele	District Head Nurse	School Health Conference	10/17/18	\$195.00

SHARED SERVICE AGREEMENT

6. The Superintendent recommends ratification of a Shared Services Agreement for Safe Schools Assistance Officer Partnership for September 1, 2018 through June 30, 2020.

SHARED SERVICES AGREEMENT WITH FREEHOLD BOROUGH

7. The Superintendent recommends approval to authorize a Shared Services Agreement with the Freehold Borough Board of Education for the rental of classroom space, provision of related services, transportation of students and the provision of custodial services:

WHEREAS, the Freehold Borough Board of Education deems it to be in the best interest of the District and of the taxpayers of Freehold Borough to enter into an Agreement with the Township of Freehold for the rental of ~~nine~~ six classrooms, the provision of the transportation of the students and the provision of custodial services pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:64-1, et. seq.; and

WHEREAS, the Freehold Borough Board of Education due to its enrollment and lack of classroom space needs additional classroom space; and

WHEREAS, the Freehold Township Board of Education has unused classroom space; and

WHEREAS, the Freehold Township Board of Education is willing to rent the unused classroom space to the Freehold Borough Board of Education and is willing to provide related services, transportation for the students, and provide custodial services; and

NOW, THEREFORE, BE IT RESOLVED, by the Freehold Borough Board of Education that it hereby authorizes a shared services agreement in substantially the form attached hereto and incorporated herein by reference with Freehold Township Board of Education for the rental of six classrooms, the provision of related services, the transportation of the students and the custodial services

BE IT FURTHER RESOLVED, that the Board Secretary forward a certified copy of this resolution to the Executive County Superintendent of School.

DISPOSAL

8. The Superintendent recommends disposal of the following item from Barkalow Middle School which is no longer being used for educational purposes:

AverVision F15
 Document Camera
 Model No. POE7A
 Serial # 530496730006

OUT OF DISTRICT CONTRACT

9. The Superintendent recommends approval to ratify the student number of the following Out of District Contract that was board approved on August 28, 2018

Student: 7508871011
 School: Schroth (LADACIN) School
 Cost: \$11,622.00 (Prorated)
 Program: ESY
 Cost: \$55,130.00
 Program: 10 Month
 Start Date: 8-15-2018
 End Date: 6-20-2019

DONATIONS

10. The Superintendent recommends approval to accept a \$21,000 following donation from the Joseph J. Catena Elementary School for the following Honorarium:

Play Director	\$2,000	Play Music Director	\$1,000
1 st & 2 nd Grade Academy	\$2,000	Science Club	\$1,000
Kinder Club	\$1,000	Dot & Dash Coding	\$1,000
Marvel Comics	\$1,000	Volleyball	\$1,000
Floor Hockey (Gr. 4 & 5)	\$1,000	Garden Club (Gr K-5)	\$2,000
Chorus (Gr. 4 & 5)	\$1,000	TV News	\$1,000
Computer Club	\$1,000	Lego Club (Gr K-2)	\$1,000
Lego Club (Gr. 3-5)	\$1,000	Steam Club	\$2,000
Running Club	\$1,000		

REVISED IDEA FY 2019 STAFFING

11. The Superintendent recommends approval to charge the following 2018-2019 salary amounts to the IDEA FY 2019 Grant:

Employee	Salary	Percentage	Account Number
Michele York	\$33,664.00	0%	20-250-100-100-40-019-030
Lisa Hannigan	\$33,664.00	100%	20-251-100-100-40-019-070

TUITION CONTRACT

12. The Superintendent recommends approval to accept a tuition contract between the Freehold Boro Board of Education, Monmouth County, and the Freehold Township Board of Education for student #3632791697. The tuition for the regular school year program is \$49,617 (prorated) and the cost of the one-to-one aide is \$68,355 (prorated) for October 1, 2018 and terminating on June 30, 2019.

XII. Old Business

XIII. New Business

XIV. President's Remarks

XV. Public Participation – any topic

XVI. Adjournment

On motion of _____ and seconded by _____, the meeting adjourned at _____ p.m.