

FREEHOLD TOWNSHIP BOARD OF EDUCATION
September 12, 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 September 4, 2018, and sent to the News Transcript on September 6, 2018."

III. Pledge of Allegiance

IV. Roll Call

V. Approval of Minutes

Regular Minutes from the August 28, 2018 Meeting

VI. Communications

VII. President's Remarks

VIII. Administrative Report

IX. Public Participation – agenda items only

X. Board Reports and Actions

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

RESIGNATION

1. The Superintendent recommends approval to accept the resignation of the following staff member for the 2018-2019 school year:

NAME:	Carla Segarra
POSITION:	Media Specialist – Errickson Elementary School
POSITION CONTROL #:	3105-025-IS-02
ACCOUNT #:	11-000-222-100-10-000-025
EFFECTIVE:	November 2, 2018

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.

1. NAME: Angela Lurito-Brown
 POSITION: District Data Specialist
 SALARY: \$70,000.00
 ACCOUNT #: 11-000-252-100-10-000
 EFFECTIVE: September 28, 2018 through June 30, 2019
2. 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
 EFFECTIVE: October 1, 2018 through February 20, 2019

ESTABLISH START DATE

3. The Superintendent recommends ratifying approval of the start date of the following staff member for the 2018-2019 school year:

NAME: Laura McMenamin
 POSITION: Teacher – Catena Elementary School
 SALARY: \$56,082.00 GUIDE: C STEP: 1
 ACCOUNT #: 11-120-100-101-10-020
 EFFECTIVE: September 1, 2018 through June 30, 2019

ESTABLISH END OF CONTRACT

4. The Superintendent recommends approval of the contract end date of the following staff member for the 2018-2019 school year:

NAME: Shannon Cutrona
 POSITION: Replacement Teacher – Barkalow Middle School
 SALARY: \$53,082.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-130-100-101-10-000-023
 EFFECTIVE: July 1, 2018 through March 22, 2019

EXTENSION OF LONG TERM ASSIGNMENT

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

NAME: Allison Hartman
 POSITION: Replacement Teacher of the Deaf– District
 SALARY: \$69,582.00 GUIDE: A STEP: 10
 ACCOUNT #: 11-000-217-100-10-000
 EFFECTIVE: November 6, 2018 through February 6, 2019

TRANSFER OF POSITION

6. The Superintendent recommends transferring the following position effective September 6, 2018:

POSITION #:	FROM	TO
9101-030-TA-16	WFS Teacher Assistant	ECLC Teacher Assistant

TRANSFER OF ASSIGNMENT

7. The Superintendent recommends ratifying approval of the following transfer of assignment for the 2018-2019 school year:

NAME: Michele York
 FROM: Teacher Assistant– West Freehold Elementary School
 TO: Teacher Assistant – Early Childhood Learning Center
 EFFECTIVE: September 6, 2018 through June 30, 2019

TEMPORARY CHANGE OF ASSIGNMENT

8. The Superintendent recommends ratifying approval for the following temporary change of assignment for the 2018-2019 school year:

NAME: Rena Luethold
 FROM: Teacher – West Freehold Elementary School
 TO: Basic Skills Interventionist – West Freehold Elem. School
 ACCOUNT #: 11-230-100-101-10-000-030
 EFFECTIVE: September 1, 2018 through December 21, 2018

TEMPORARY CHANGE OF ASSIGNMENT/
SALARY ADJUSTMENT

9. The Superintendent recommends ratifying approval for the following temporary change of assignment/salary adjustment for the 2018-2019 school year:

NAME: Krista Hughes
 FROM: Teacher Assistant – Eisenhower Middle School
 TO: Replacement Teacher – West Freehold Elem. School
 SALARY: \$56,082.00 GUIDE: C STEP: 1
 ACCOUNT #: 11-120-100-101-10-000-030
 EFFECTIVE: September 1, 2018 through December 21, 2018

LEAVES OF ABSENCE

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

NAME: Lisa Hamilton
 POSITION: Secretary – Child Study Team
 POSITION CONTROL #: 9300-000-SEC-05
 ACCOUNT: 11-000-219-105-10-000
 UNPD NJ/FED FMLA: September 26, 2018 through October 24, 2018

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

NAME: Leah Curatolo
 POSITION: Teacher of the Deaf– District
 POSITION CONTROL #: 2405-023-IS-012
 ACCOUNT #: 11-000-217-100-10-000
 UNPD LEAVE: November 1, 2018 through January 31, 2019

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.

Ashley Abrams
Jane Beagen

Peter Petrino
Bridget Van Hemert

Dana Hembling
Lyndsey Kremen

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

Ashley Abrams
Dana Hembling

Office Assistant

Ashley Abrams
Dana Hembling

Lunchroom Assistant

Ashley Abrams
Dana Hembling

Bus Assistant

Kimberly Sebar

SECOND READING OF POLICIES AND REGULATION

14. The Superintendent recommends approval of the first reading of:

Policies

0174

5561

Legal Services

Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

Regulation

5561

Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

SUMMER PROFESSIONAL DEVELOPMENT

15. The Superintendent recommends ratification of the following staff member to be paid at the meeting/training rate for attendance at summer professional development sessions.

Heather Greiner

BEFORE/AFTER SCHOOL PRESENTERS

16. The Superintendent recommends approval of the following staff members to present before/after school workshops to staff at the curriculum rate.

5th Grade Standards-Based Report Card – maximum 3 hours each

- Alyssa Cohen
- Geena Basso
- Samantha Heckler

Student Learning Portfolios – maximum 3 hours each

- Jaclyn Doyle
- Janiece Kirton
- Natalie Levine
- Jennifer Fern
- Angela Piscitelli

Learning Plans (PL Plans) – maximum 3 hours each

- Janiece Kirton
- Taylor Potts
- Samantha Heckler

RESCIND HONORARIUM 2018-2019

17. The Superintendent recommends rescinding the following honorarium for the 2018-2019 school year:

NAME	ACTIVITY	SCHOOL	AMOUNT
Mary Pat Riordan	Academic Team	DDES	\$1,500.00

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

COURSE APPROVAL

1. The Superintendent recommends approval of the following course requests for the 2018 Fall Semester and subsequent reimbursement after successful completion:

STAFF MEMBER**COURSE TITLE****Georgian Court University**

Lauren Rodia

Data Based Decision Making II
Consultation Collaboration**Monmouth University**

Anne Kuras

Research Design
Leadership & Assessment
Quantitative Research

Jessica Perez-Hohmann

Assessment and Curricula Interventions and
Strategies
Technology and Students with Disabilities

Amy Bennett

Assessment and Instruction in Literacy I
Literacy Trends and Issues

Carissa Borgia

School Nurse I
Seminar**Chicago School of Psychology**

Sarah Strazzella

Research Experience III
Statistical Analysis I**New Jersey City University**

Alisha Heine

Selection and Acquisition of Print/Non-Print
Media**Kean University**

Kristen Rusterholz

Graduate Ceramics IV
Advanced Seminar in Fine Arts Education I**Andrews University**

Patricia Somma

Strategies for Supporting Children with

ADD/ADHD
 Supporting Student Success in STEM Using
 Blended Learning (K-5)
 The 4 C's of Project Based Learning
 Understanding Dyslexia

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

CERTIFICATION

1. Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), the Board Secretary certifies that as of July 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 July 2018 and the Treasurer’s report for the month of July 2018.

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we certify that as of July 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 6, 2018, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)			
Current Expense	\$500,706.68	\$260,012.53	\$760,719.21
Capital Outlay	\$161,108.61		\$161,108.61
Education Job Fund			
Special Revenue	\$2,877.73		\$2,877.73
Capital Project			
Debt Service		\$558,200.00	\$558,200.00
Total Bills	\$664,693.02	\$818,212.53	\$1,482,905.55

TRANSFERS

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

<u>Amount</u>	<u>From</u>	<u>To</u>
1. \$36,032	11-000-230-100-10 Salary, General Administration	11-000-230-199-11 Vacation Day Payout

<u>Amount</u>	<u>From</u>	
2. \$12,208.00	11-204-100-101-14-000	ESY LLD Teacher
<u>\$ 8,878.04</u>	11-209-100-101-14-000	ESY BD Teacher
\$21,086.04		

\$5,332.62	11-204-100-106-14-000	ESY LLD TA
\$1,364.14	11-209-100-106-14-000	ESY BD TA
\$2,149.54	11-212-100-101-14-000	ESY MD Teacher
\$2,356.74	11-214-100-106-14-000	ESY Autistic TA
\$6,130.34	11-216-100-101-14-000	ESY PSD Teacher
\$1,860.14	11-216-100-101-14-000	ESY PSD TA
\$1,644.24	11-240-100-101-14-000	ESY Bilingual Teacher
<u>\$248.28</u>	11-240-100-106-14-000	ESY Bilingual Aide
\$21,086.04		

Amount From To
 3. \$7,915.00 11-000-100-561-05 11-000-100-565-40
 Tuition, Other LEA Tuition, County Spec. Serv. District

Amount From To
 4. \$4,067.81 11-000-270-161-11-000 11-000-270-162-14-000
 Spec. Student Transportation Summer Other Work

Amount From To
 5. \$10,579.00 11-000-266-610-09-000 11-000-266-300-06-000
 Security Supplies Security Purchase Prof. Tech. Svc.

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	DeVita, Robert	Business Administrator	Legislative and Legal Update	9/25/18	\$136.00
2	DeVita, Robert	Business Administrator	ESSA and Submission of the Adsum	10/30/18	\$136.00
3	Kolodziej, Jessica	Teacher	AENJ 2018 Fall Conference	9/30/18 – 10/2/18	\$50.00
4	Milchuk, Maureen	Teacher	51 st Annual Rutgers Reading & Writing Conference	10/26/18	\$180.00
5	Morris, Elizabeth	Teacher	51 st Annual Rutgers Reading & Writing Conference	10/26/18	\$180.00
6	Nathan, Pamela	Assistant Superintendent	National Council of Supervisors of Math	3/31/19 – 4/3/19	\$2,223.00
7	Marchese, Charlene	Supervisor	National Council of Supervisors of Math	3/31/19 – 4/4/19	\$2,659.00

RESOLUTION

6. The Superintendent recommends approval of the following resolution authorizing Disposal of Surplus Property conducted through GovDeals.com:

WHEREAS, the Freehold Township Board of Education is the owner of certain surplus property which is no longer needed for educational purposes; and

WHEREAS, the Freehold Township Board of Education desires to sell said surplus property in "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Freehold Township Board of Education, County of Monmouth, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement

entered into with GovDeals are available online at govdeals.com and also available from the Freehold Township Board of Education.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-2009.

(4) A list of the surplus property to be sold is as follows:

Quantity	Item	Manufacturer
24	1997 Combo Desk – beige desk/ red seat	Melsur
29	1997 Combo Desk – beige desk/ blue seat	Melsur
37	1997 Combo Desk – beige desk/ green seat	Melsur

(5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Freehold Township Board of Education reserves the right to accept or reject any bid submitted.

FUNDATIONS LEVEL K/1 TRAINING

7. The Superintendent recommends approving the following staff members to receive Foundations Level K/1 Training at a cost of \$165 per participant during the 2018/19 school year:

- | | | |
|-----------------------|-----------------------|-----------------------|
| 1. Lara Summonte | 2. Michele Barry | 3. Laura McGowan |
| 4. Lisa Urbanowitz | 5. Sarah Strazzella | 6. Mary Weiss |
| 7. Tina Belka | 8. Jamie Kelly | 9. Elisa Elman |
| 10. Rita Bohringer | 11. Elizabeth Ramirez | 12. Melissa McConnell |
| 13. Shaina Seibuchler | 14. Jennifer Harmon | 15. Chrissy Filozof |

DONATIONS

8. The Superintendent recommends approval of the following donations for the 2018-2019 school year:

1. \$2,500 from Catalent Pharma Solutions, LLC to Joseph J. Catena Elementary School which will be used to help fund the kindergarten playground.
2. \$250 from Menasha Corporation Foundation to the Joseph J. Catena Elementary School which will be deposited in the donations account.

DISPOSALS

9. The Superintendent recommends disposal of the following items in the district which are no longer being used for educational purposes:

1. 10 Cafeteria Tables at C. Richard Applegate Elementary School
2. 140 Steam Center books at Dwight D. Eisenhower Middle School (list is available in Business Office by request)
3. 1 Monkey Bar Ladder (PE Equipment) from the Joseph J. Catena Elementary School Gymnasium

APPROPRIATION OF EXTRAORDINARY AID

10. The Superintendent recommends, as per N.J.A.C. 6A:23A-13.3(d)6, that \$102,000 be appropriated from the 2017-2018 Extraordinary Aid to the following accounts due to an increase in out of district special education costs:

- 11-000-100-565-40: \$41,500
- 11-000-100-566-40: \$60,500

- XI. Old Business
- XII. New Business
- XIII. President’s Remarks
- XIV. Public Participation – any topic
- XV. Executive Session

WHEREAS, pursuant to N.J.S.A. 10:4-12 (b), the Board of Education may exclude the public from that portion of a public meeting at which the board discusses any of the matters described at N.J.S.A. 10:4-12 (b) (1)-(9);

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of the Open Public Meeting Act (“Act”), the Board of Education shall conduct a closed session pursuant to the Personnel and Legal exception(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing the following matter(s):

- _____ Matters rendered confidential by state or federal law
- x Personnel
 - _____ Superintendent Vacancy
 - _____ Appointment of a public official
 - _____ Matters covered by the attorney-client privilege
 - _____ Pending or anticipated litigation
 - _____ Pending or anticipated contract negotiations
 - _____ Protection of the safety or property of the public
 - _____ Matters which would constitute an unwarranted invasion of privacy
 - _____ Matters in which the release of information would impair a right to receive funds from the United States Government
 - _____ Matters concerning collective negotiations and/or the negotiations of terms and conditions of employment of employees of the Board of Education
 - _____ Possible imposition of a civil penalty or suspension

It is anticipated that the length of time of this executive session will be 90 minutes, and that action may be taken in public after the executive session.

BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when reasons for discussing and acting upon it in closed session no longer exist.

- XVI. Adjournment

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