FREEHOLD TOWNSHIP BOARD OF EDUCATION  
September 12, 2018  
Regular Meeting Minutes

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 met in Regular Session on Wednesday, September 12, 2018, at the Board Office of the Freehold Township School District, 384 West Main Street, Freehold, New Jersey, County of Monmouth.

The meeting was called to order at 7:05 p.m.

Mr. Levy read the following statement in conformance with the "Open Public Meetings Act", Chapter 231, PL1975, effective January 19, 1976:

"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, and published in the Asbury Park Press on September 4, 2018, and sent to the News Transcript on September 6, 2018."

PLEDGE OF ALLEGIANCE

Mr. Levy led the Board in the pledge of allegiance.

ROLL CALL

Board Members Present: Mr. Amoroso, Mrs. Cozzolino, Mr. Matthews, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert

Board Members Absent: Mr. DiBlasio, Mrs. Holtz, Mr. Levy

Also Present: Mr. Neal Dickstein, Interim Superintendent; Dr. Pamela Nathan, Assistant Superintendent; Mr. Robert DeVita, Business Administrator; Mrs. Ilene Tepper, Assistant Business Administrator; staff members; township residents.

APPROVAL OF MINUTES

On a motion of Mr. Amoroso, seconded by Mr. Matthews, authorization was given to approve the following:

Regular Minutes from the August 28, 2018 Meeting

Motion carried by voice vote as follows:

Ayes: Mr. Amoroso, Mr. Matthews, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert

Nays:  

Abstain: Mrs. Cozzolino

Absent: Mr. DiBlasio, Mrs. Holtz, Mr. Levy

COMMUNICATION - None

PRESIDENT'S REMARKS - Mrs. Lambert welcomed everyone back to school

ADMINISTRATIVE REPORT - Mr. Dickstein reported an outstanding opening day of school. He visited every school during the week and took pictures with every kindergarten class. He reported receiving very positive feedback with the opening of school. He also welcomed every back to the start of the new school year.

PUBLIC PARTICIPATION – None
BOARD REPORTS AND ACTIONS

PERSONNEL/POLICIES/COMMUNICATIONS COMMITTEE

On Motion of Mr. Amoroso, seconded by Mr. Patten, authorization was given to approve the following:

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  Peter Petrino  Dana Hembling
Jane Beagen  Bridget Van Hemert  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  Office Assistant  Lunchroom Assistant
Ashley Abrams  Ashley Abrams  Ashley Abrams
Dana Hembling  Dana Hembling  Dana Hembling

Bus Assistant
Kimberly Sebar

SECOND READING OF POLICIES AND REGULATION
14. The Superintendent recommends approval of the first reading of:

Policies
0174  Legal Services
5561  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:

<table>
<thead>
<tr>
<th>NAME</th>
<th>ACTIVITY</th>
<th>SCHOOL</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mary Pat Riordan</td>
<td>Academic Team</td>
<td>DDES</td>
<td>$1,500.00</td>
</tr>
</tbody>
</table>

**Motions carried by roll call vote as follows:**
Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. Matthews, Mrs. O’Sullivan, Mrs. Patten, Mrs. Lambert

Nays: 
Abstain:
Absent: Mr. DiBlasio, Mrs. Holtz, Mr. Levy

**CURRICULUM/STAFF DEVELOPMENT COMMITTEE**
On Motion of Mrs. Cozzolino, seconded by Mrs. Patten, authorization was given to approve the following:

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

<table>
<thead>
<tr>
<th>STAFF MEMBER</th>
<th>COURSE TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Georgian Court University</strong></td>
<td>Data Based Decision Making II</td>
</tr>
<tr>
<td>Lauren Rodia</td>
<td>Consultation Collaboration</td>
</tr>
<tr>
<td><strong>Monmouth University</strong></td>
<td>Research Design</td>
</tr>
<tr>
<td>Anne Kuras</td>
<td>Leadership &amp; Assessment</td>
</tr>
<tr>
<td></td>
<td>Quantitative Research</td>
</tr>
<tr>
<td>Jessica Perez-Hohmann</td>
<td>Assessment and Curricula Interventions and Strategies</td>
</tr>
</tbody>
</table>
Motions carried by voice vote as follows:

Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. Matthews, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert

Nays:  

Abstain:  

Absent: Mr. DiBlasio, Mrs. Holtz, Mr. Levy

FINANCE/FACILITIES/TRANSPORTATION COMMITTEE

On Motion of Mrs. Patten, seconded by Mr. Amoroso, authorization was given to approve the following:

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:

<table>
<thead>
<tr>
<th>Category</th>
<th>Machine Print Checks</th>
<th>Hand Checks</th>
<th>Total Bills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Expense (General)</td>
<td>$500,706.68</td>
<td>$260,012.53</td>
<td>$760,719.21</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>$161,108.61</td>
<td>$161,108.61</td>
<td></td>
</tr>
<tr>
<td>Education Job Fund</td>
<td>$2,877.73</td>
<td></td>
<td>$2,877.73</td>
</tr>
<tr>
<td>Capital Project</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debt Service</td>
<td></td>
<td>$558,200.00</td>
<td>$558,200.00</td>
</tr>
<tr>
<td>Total Bills</td>
<td>$664,693.02</td>
<td>$818,212.53</td>
<td>$1,482,905.55</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Amount</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. $36,032</td>
<td>11-000-230-100-10</td>
<td>11-000-230-199-11</td>
</tr>
<tr>
<td></td>
<td>Salary, General Administration</td>
<td>Vacation Day Payout</td>
</tr>
<tr>
<td>2. $12,208.00</td>
<td>11-204-100-101-14-00</td>
<td>ESY LLD Teacher</td>
</tr>
<tr>
<td>$8,878.04</td>
<td>11-209-100-101-14-00</td>
<td>ESY BD Teacher</td>
</tr>
<tr>
<td>$21,086.04</td>
<td></td>
<td></td>
</tr>
<tr>
<td>To</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$5,332.62</td>
<td>11-204-100-106-14-00</td>
<td>ESY LLD TA</td>
</tr>
<tr>
<td>$1,364.14</td>
<td>11-209-100-106-14-00</td>
<td>ESY BD TA</td>
</tr>
<tr>
<td>$2,149.54</td>
<td>11-212-100-101-14-00</td>
<td>ESY MD Teacher</td>
</tr>
<tr>
<td>$2,356.74</td>
<td>11-214-100-106-14-00</td>
<td>ESY Autistic TA</td>
</tr>
<tr>
<td>$6,130.34</td>
<td>11-216-100-101-14-00</td>
<td>ESY PSD Teacher</td>
</tr>
<tr>
<td>$1,860.14</td>
<td>11-216-100-101-14-00</td>
<td>ESY PSD TA</td>
</tr>
<tr>
<td>$1,644.24</td>
<td>11-240-100-101-14-00</td>
<td>ESY Bilingual Teacher</td>
</tr>
<tr>
<td>$248.28</td>
<td>11-240-100-106-14-00</td>
<td>ESY Bilingual Aide</td>
</tr>
<tr>
<td>$21,086.04</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. $7,915.00</td>
<td>11-000-100-105-05</td>
<td>11-000-100-565-40</td>
</tr>
<tr>
<td></td>
<td>Tuition, Other LEA</td>
<td>Tuition, County Spec. Serv. District</td>
</tr>
<tr>
<td>4. $4,067.81</td>
<td>11-000-270-161-11-00</td>
<td>11-000-270-162-14-00</td>
</tr>
<tr>
<td></td>
<td>Spec. Student Transportation</td>
<td>Summer Other Work</td>
</tr>
<tr>
<td>5. $10,579.00</td>
<td>11-000-266-610-09-00</td>
<td>11-000-266-300-06-00</td>
</tr>
</tbody>
</table>

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:
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:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item</th>
<th>Manufacturer</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
<td>1997 Combo Desk – beige desk/ red seat</td>
<td>Melsur</td>
</tr>
<tr>
<td>29</td>
<td>1997 Combo Desk – beige desk/ blue seat</td>
<td>Melsur</td>
</tr>
<tr>
<td>37</td>
<td>1997 Combo Desk – beige desk/ green seat</td>
<td>Melsur</td>
</tr>
</tbody>
</table>

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.
7. The Superintendent recommends approving the following staff members to receive Fundations 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

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

Motions carried by voice vote as follows:
Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. Matthews, Mrs. O’Sullivan, Mrs. Patten, Mrs. Lambert
Nays: 
Abstain:
Absent: Mr. DiBlasio, Mrs. Holtz, Mr. Levy

Mr. Levy joined the meeting at 7:30 P.M.

MOTION TO RECESS THE MEETING AT 7:20 P.M.
On a motion of Mr. Amoroso, seconded by Mrs. Patten, the board went into recess as follows:

Motions carried by voice vote as follows:
Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. Matthews, Mrs. O’Sullivan, Mrs. Patten, Mrs. Lambert
Nays: 
Abstain:
Absent: Mr. DiBlasio, Mrs. Holtz, Mr. Levy

MOTION TO RECONVENE THE MEETING AT 7:30 P.M.
On a motion of Mr. Amoroso, seconded by Mrs. Patten, the board reconvened as follows:

Motion carried by voice vote as follows:
Ayes: Mr. Amoroso, Mrs. Cozzolino, Mr. Matthews, Mrs. O'Sullivan, Mrs. Patten, Mrs. Lambert, Mr. Levy
Nays:
Abstain:
Absent: Mr. DiBlasio, Mrs. Holtz

Mr. DiBlasio joined the meeting at 7:30 P.M.

OLD BUSINESS - NONE

NEW BUSINESS - Mr. Levy hoped that everyone was off to a good start of the new school year. He reported that the Board toured the schools during the first week and that there was a positive atmosphere. The staff is excited with the appointment of Mr. Dickstein as the Acting Superintendent. The schools were all in great shape and the entire Buildings and Grounds staff did an excellent job preparing the schools in a very short period of time.

Mr. Levy also reminded the Board to check the Back to School Night calendar.

Mrs. Holtz joined the meeting at 7:40 P.M.

PUBLIC PARTICIPATION – None

EXECUTIVE SESSION
On motion of Mr. Amoroso, seconded by Mr. Holtz, the following resolution was moved and adopted:

RESOLVED, this board met in executive session on Wednesday, September 12, 2018 at 7:43 p.m., for the purposes of discussing the Superintendent Vacancy, from which the public may be excluded under the Open Public Meetings Act, PL 1975, Chapter 231. It is anticipated that matters discussed in this executive Session will be made public when the need for confidentiality no longer exists.

Motion carried unanimously by voice vote.

MOTION TO RECONVENE THE MEETING AT 10:30 P.M.
On a motion of Mrs. Cozzolino, seconded by Mrs. Lambert, the board reconvened as follows:

Motion carried by voice vote as follows:
Ayes: Mr. Amoroso, Mrs. Cozzolino, Mrs. Holtz, Mr. Matthews, Mrs. O'Sullivan, Mrs. Lambert, Mr. Levy
Nays:
Abstain:
Absent: Mrs. Patten, Mr. DiBlasio

ADJOURNMENT
On motion of Mr. Holtz and seconded by Mr. Lambert, and by unanimous voice vote of those present, the meeting adjourned at 10:30 p.m.
Respectfully Submitted,

Robert DeVita
Business Administrator/Board Secretary
RD:aw