

FREEHOLD TOWNSHIP BOARD OF EDUCATION
May 22, 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

May 8, 2018 Regular and Executive Session Minutes

VI. Communications

VII. President's Remarks

VIII. Administrative Report

Bullying Investigation Report

DDES Asbury Park Press Student Voices Essay Contest Winner

Curriculum Goals Update

Facilities Use Regulation

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**

COMMITTEE REPORT

BULLYING INVESTIGATION REPORT

1. The Superintendent recommends approval to accept the bullying investigation reports received from May 4, 2018 through May 18, 2018.

RESIGNATION

2. The Superintendent recommends approval to accept the resignation of the following staff members for the 2017-2018 school year:

NAME: Stacy Ferland
 POSITION: Social Worker (.5)
 POSITION CONTROL #: 3117-000-SPEDSUP-08
 ACCOUNT #: 11-000-219-104-10-000-023
 EFFECTIVE: June 30, 2018

LEAVES OF ABSENCE

3. The Superintendent recommends ratifying the leaves of absence of the following staff members for the 2017-2018 school year:

1. NAME: Michelle Cardwell
 POSITION: Teacher – Barkalow Middle School
 POSITION CONTROL #: 1001-023-IS-003
 ACCOUNT #: 11-213-100-101-10-000-023
 UNPD FED FMLA: May 16, 2018 through June 22, 2018
 UNPD LEAVE: June 23, 2018 through June 30, 2018

2. NAME: Elizabeth Santos
 POSITION: Lunchroom Assistant – West Freehold School
 POSITION CONTROL #: 9400-030-NONAFF-05
 ACCOUNT #: 11-000-262-107-10-000
 UNPD LEAVE: May 3, 2018 through June 30, 2018

4. The Superintendent recommends approval for the leave of absence of the following staff member for the 2017-2018 school year:

NAME: Susan Everett
 POSITION: Lunchroom Assistant – Barkalow Middle School
 POSITION CONTROL #: 9400-023-NONAFF-04
 ACCOUNT #: 11-000-262-107-10-000
 UNPD LEAVE: June 6, 2018 through June 30, 2018

5. The Superintendent recommends adjusting the following leaves of absence for the 2017-2018 school year:

NAME: Danielle Sanches
 POSITION: Teacher – Catena Elementary School
 POSITION CONTROL #: 1001-020-IS-021
 ACCOUNT #: 11-213-100-101-10-000-020
 FROM UNPD NJ/FED FMLA: October 31, 2017 through February 6, 2018
 TO UNPD NJ/FED FMLA: October 31, 2017 through February 8, 2018
 UNPD LEAVE: February 9, 2018 through June 30, 2018

NAME: Annette King
 POSITION: Teacher – Eisenhower Middle School
 POSITION CONTROL #: 1102-024-IS-011
 ACCOUNT #: 11-130-100-101-10-000-024
 FROM UNPD NJ/FED FMLA: November 14, 2017 through February 16, 2018
 TO UNPD NJ/FED FMLA: November 14, 2017 through February 21, 2018
 UNPD LEAVE: February 22, 2018 through June 30, 2018

NAME: Ashley Frederick
 POSITION: Teacher – West Freehold Elementary School
 POSITION CONTROL #: 1001-030-IS-010
 ACCOUNT #: 11-213-100-101-10-000-030
 FROM UNPD NJ/FED FMLA: December 14, 2017 through March 19, 2018
 TO UNPD NJ/FED FMLA: December 14, 2017 through March 26, 2018
 UNPD LEAVE: March 27, 2018 through June 30, 2018

NAME: Samantha Metti
 POSITION: Teacher – Donovan Elementary School
 POSITION CONTROL #: 1001-026-IS-026
 ACCOUNT #: 11-120-100-101-10-000-026
 FROM UNPD NJ/FED FMLA: October 25, 2017 through January 31, 2018
 TO UNPD NJ/FED FMLA: October 25, 2017 through February 2, 2018
 UNPD LEAVE: February 3, 2018 through June 30, 2018

NAME: Colleen LaSalle
 POSITION: Tech. Integration Coord. – Catena Elem. School
 POSITION CONTROL #: 1001-020-IS-015
 ACCOUNT #: 11-120-100-101-10-000-020
 FROM UNPD NJ/FED FMLA: February 9, 2018 through May 14, 2018
 TO UNPD NJ/FED FMLA: February 9, 2018 through May 16, 2018
 UNPD LEAVE: May 17, 2018 through June 30, 2018

NAME: Samantha Wissman
 POSITION: Teacher – Errickson Elementary School
 POSITION CONTROL #: 1001-025-IS-022
 ACCOUNT #: 11-120-100-101-10-000-025
 FROM UNPD NJ/FED FMLA: March 19, 2018 (pm) through June 20, 2018 (am)
 TO UNPD NJ/FED FMLA: March 19, 2018 (pm) through June 22, 2018 (am)
 UNPD LEAVE: June 22, 2018 (pm) through June 30, 2018

EXTENSION OF LONG TERM ASSIGNMENT

6. The Superintendent recommends approval of the extension of the following replacement secretary for the 2017-2018 school year:

NAME: Susan Newman
 POSITION: Replacement Secretary – Early Childhood Learning Center
 SALARY: \$45,362.00 GUIDE: Secretary STEP: 1
 ACCOUNT #: 11-000-240-105-10-000-070
 EFFECTIVE: May 23, 2018 through June 30, 2018

CHANGE OF ASSIGNMENT 2017-2018

7. The Superintendent recommends approval of the following change of assignment for the 2017-2018 school year:

NAME: Alexandra Jaworowski
 FROM: Replacement Teacher Reg. Ed – Catena Elementary School
 TO: Replacement Teacher Sp. Ed. – Catena Elementary School
 SALARY: \$52,082.00 GUIDE: A STEP: 1
 ACCOUNT #: 11-213-100-101-10-000-020
 EFFECTIVE: May 23, 2018 through June 30, 2018

CHANGE OF ASSIGNMENT
2018-2019

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

1. NAME: Jessica Pagenkopf
FROM: Teacher Special Ed. – Donovan Elementary School
TO: Basic Skills Interventionist – Donovan Elementary School
ACCOUNT #: 20-231-100-100-45-000-026
EFFECTIVE: July 1, 2018 through June 30, 2019
2. NAME: Alisha Galli
FROM: Teacher Regular Ed. – Catena Elementary School
TO: Media Specialist – Catena Elementary School
ACCOUNT #: 11-000-222-100-10-000-020
EFFECTIVE: July 1, 2018 through June 30, 2019

RESCIND CHANGE OF ASSIGNMENT

9. The Superintendent recommend rescinding approval of the following change of assignment for the 2017-2018 school year:

NAME: Shannon Cutrona
FROM: Replacement Teacher – Barkalow Middle School
TO: Replacement Teacher – Errickson Elem. School
EFFECTIVE: May 23, 2018 through June 30, 2018

RATIFYING-MONITORS

10. The Superintendent recommends ratifying the following staff members to serve as district monitors at the district's monitoring rate for the 2017-2018 school year:

Debbie King JoAnn Stabile

RATIFYING-CLASS COVERAGE

11. The Superintendent recommends ratifying the following staff members to provide coverage for classes during the regular school day during their prep at the contracted curriculum rate, as needed:

Christopher Urso Ana Reilly

ESL SUMMER SCHOOL

12. The Superintendent recommends approval for the following staff members for the 2018 ESL summer school program at the prevailing curriculum rate for the certified staff and hourly rate for the support staff unless otherwise noted below:

Elisa Elma	Teacher
Jessica Perez	Teacher
Donna Buhl	Teacher
Gloribel Amalfitano	Teacher
Alice Gonzalez	Teacher Assistant/Sub. Teacher
Patricia Woods	Substitute Teacher

RESCIND EXTENDED SCHOOL YEAR STAFF

13. The Superintendent recommends rescinding approval for the following staff member for the 2018 extended school year program:

Michelle Cardwell

EXTENDED SCHOOL YEAR VOLUNTEERS

- 14. The Superintendent recommends approval of the following volunteers for the 2018 Extended School Year program:

Melanie Amoroso	Lindsay Auerbach
Erika DeSantis	Allen Fu
Gianna Gagliano	Megan Grimshaw
Karlie Ives	Veeda Khan
Dylan Lynch	Matthew Madonna
Shane O'Malley	Brett Pfister
Tyler Raboy	Samantha Riley
Samantha Rommeney	Katrina Schieni
Jaycie Silverman	Adrianna Verzolini
Sahitya Yadav	Veer Yadav
Samantha Zuccarelli	

SUMMER TECHNICIANS

- 15. The Superintendent recommends approval for the following staff members to work as summer technicians effective July 1, 2018 through August 31, 2018 for a maximum of 32 hours per week at \$15.00 per hour:

James Brethauer	Robert Caputo
Krista Hughes	Dan Cugini

NARCAN TRAINING

- 16. The Superintendent recommends approval for the following staff members to attend after school training for NARCAN administration for 1 hour at the district training rate:

Michele Weissman
 Heidi Toth
 Jill Armstrong
 Kelly Bernazzoli
 Clair Lasky
 Larissa Ippolito
 Debra King
 Kathleen Cardone
 Tamala Baum
 Carissa Borgia
 Beth Keklak
 Penny Santamauro

SUMMER EVALUATIONS

- 17. The Superintendent recommends approval for the following staff members to work July 1, 2018 through August 31, 2018, to conduct summer evaluations and initial referrals, not to exceed four hours per case, for the Child Study Team, at the hourly contracted rate and additional time for attendance at IEP meetings at the district meeting rate:

Helain Amin – Speech
 Michele Coogan – Speech
 Kimberly Tuccillo - Speech
 Suzanne Caracappa – Physical Therapy
 Kristen Asencio– Occupational Therapy

CERTIFIED SUBSTITUTES

18. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2017-2018 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.

Beth Grossman	Haile Donahoe
Elizabeth Cerrato	Patricia Arfuso
Kimberly Priante	Madeline Coburn

SUPPORT STAFF SUBSTITUTES

19. The Superintendent recommends approval of the following persons to substitute for the eight schools in the district for the 2017-2018 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.

<u>Teacher Assistant</u>	<u>Office Assistant</u>	<u>Lunchroom Assistant</u>
Beth Grossman	Beth Grossman	Beth Grossman
Haile Donahoe	Haile Donahoe	Haile Donahoe
Elizabeth Cerrato	Elizabeth Cerrato	Elizabeth Cerrato

SUBSTITUTE SALARIES TO BE CHARGED TITLE II GRANT ACCOUNTS

20. The Superintendent recommends approval of the substitute teacher assignments, as per Attachment A, to be charged to the Title II grant accounts as detailed in Attachment A.

FIRST READING POLICIES AND REGULATIONS

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

<u>Policies</u>	
1550	Equal Employment/Anti-Discrimination
5350	Student Suicide Prevention
 <u>Regulations</u>	
1550	Equal Employment/Anti-Discrimination
5350	Student Suicide Prevention

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

STUDENT TEACHER PLACEMENT

1. The Superintendent recommends approval of the following student teacher/practicum placement for the 2018-2019 school year:

<u>STUDENT</u>	<u>COOPERATING STAFF</u>	<u>DATES</u>
Amanda Panariello (Georgian Court University)	Lauren Gutierrez	9/4/18 – 12/14/18
Brittany Comforte (Georgian Court University)	Rebecca Todd	9/4/18 – 12/14/18

STUDENT	COOPERATING STAFF	DATES
Imani Robinson (Stockton University)	Christine Volosin	9/7/18 – 4/19/19
Peter Ogradnik (Georgian Court University)	Heather Mosenson	9/4/18 – 12/14/18

HOME INSTRUCTION

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

Student: 5675421878
 Tutor: Chris Sammy, Bridgid Logan, Laura Bergen
 Cost: \$50/hour - not to exceed 5 hours per week
 Start Date: 05/10/18
 End Date: TBD

Student: 1429297845
 Tutor: Natalie Levine
 Cost: \$50/hour – not to exceed 3 hours per week
 Start Date: 04/09/18
 End Date: 06/22/18
 Cost: \$50/hour – not to exceed 24 hours total
 Start Date: 07/01/18
 End Date: 08/31/18
 Cost: \$50/hour – not to exceed 3 hours per week
 Start Date: 09/06/18
 End Date: 06/21/19

ESL SUMMER SCHOOL

3. The Superintendent recommends approval for the following 2018 ESL Summer School as follows:

Dates: July 5, 2018 through August 15, 2018

Programs:

Full Day: 8:20 AM – 12:30 PM

Pre-K and Kindergarten: Tuesdays and Thursdays

Grades 1 through 8: Tuesday through Friday

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

APPOINTMENTS AND SIGNATORIES

LEGAL DEPOSITORIES

1. The Superintendent recommends authorization that the following agency be named as legal depository for funds of the Freehold Township Board of Education for the 2018-2019 school year:

The Provident Bank

PETTY CASH ACCOUNTS

2. The Superintendent recommends approval of the following petty cash accounts for the 2018-2019 school year:

Account	Amount
Business Office	\$1,500
Elementary School	\$ 500
Early Childhood Learning Center	\$ 500
Middle School	\$ 900

SIGNATORIES

3. The Superintendent recommends that the following signatories be approved for the accounts listed below for the 2018-2019 school year:

Account	Bank	Signatory
General	The Provident Bank	Board President, Business Administrator/Board Secretary and Chief School Administrator
Food Service	The Provident Bank	Business Administrator/Board Secretary
Payroll Agency	The Provident Bank	Business Administrator/Board Secretary and Chief School Administrator
Payroll	The Provident Bank	Business Administrator and Chief School Administrator
Unemployment	The Provident Bank	Business Administrator/Board Secretary
Student Activity CTBS, DDES	The Provident Bank	Principal or Business Administrator and Asst. Principal
Petty Cash CRAS	The Provident Bank	Principal
Petty Cash CTBS, DDES	The Provident Bank	Principal or Assistant Principal
Petty Cash ECLC	The Provident Bank	Principal
Petty Cash Board of Education	The Provident Bank	Business Administrator/Board Secretary
The Freehold Township Board of Education FSA Reimbursement Acct.	The Provident Bank	Business Administrator/Board Secretary
Investment Accounts	The Provident Bank	Business Administrator/Board Secretary

INSURANCE CONSULTANTS

4. The Superintendent recommends approval to appoint Gallagher O’Gorman & Young, 707 State Road, PO Box 83, Princeton, NJ 08542 as consultant for health and dental insurance for the period of July 1, 2018 – June 30, 2019, as per N.J.S.A. 18A-5(10).
5. The Superintendent recommends approval to appoint Gallagher O’Gorman & Young Insurance, 707 State Road, P.O. Box 83, Princeton, NJ 08542 as consultant for property & casualty, bond coverage, workers compensation and workers compensation excess coverage as per N.J.S.A. 18A-5(10) for the period July 1, 2018 – June 30, 2019.

RETIREMENT SAVINGS PROGRAM

6. The Superintendent recommends offering staff members the ability to participate with the following vendors in a 403(b) Retirement Savings Program: AIG/Valic, AXA Equitable, Great American Financial, Legend Equities Corporation, MetLife, Security Benefit Corporation, Lincoln Investment, Vanguard and Supplemental Annuity Collective Trust Fund of New Jersey, for the 2018-2019 school year.
7. The Superintendent recommends offering staff members the ability to participate with the following vendors in a 457(b) Deferred Compensation Plan: AXA Equitable, Great American Financial, Legend Equities Corporation, MetLife, Security Benefit Corporation, and Lincoln Investment, for the 2018-2019 school year.

ANNUAL APPOINTMENTS

8. The Superintendent recommends approval of the appointment of the Superintendent of Schools as the district's LEA representative with authorization to file applications and accept grants for federal and state funds on behalf of the Board of Education for the 2018-2019 school year.
9. The Superintendent recommends approval of the appointment of Neal Dickstein, Assistant Superintendent of Human Resources/Technology as the Title IX Coordinator, as the Affirmative Action Officer, as the DYFS Liaison, as the 504 Officer, as the District Attendance Officer, as the County Homeless Liaison, District Anti-Bullying Coordinator, as the English as a Second Language representative, as the Security Officer and as the district's ESSA Contact Person for the 2018-2019 school year.
10. The Superintendent recommends approval of the appointment of Courtney Colford, School Counselor, as the Substance Assistance Coordinator for the 2018-2019 school year.
11. The Superintendent recommends approval of the appointment of Ilene Tepper as Assistant Board Secretary for the 2018-2019 school year.
12. The Superintendent recommends approval of the appointment of Robert DeVita, Business Administrator, as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, accountability of the purchasing activity with a bid threshold of \$40,000 for the 2018-2019 school year.
13. The Superintendent recommends approval of the appointment of Robert DeVita, Business Administrator, as School Funds Investor as pursuant to 17:12B-241 with the authorization to purchase and sell the following types of securities for the 2018-2019 school year:
 - Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America
 - Government money market mutual funds
 - Any obligation that a federal agency or federal instrumentality has issued in accordance with an Act of Congress, which security has a maturity date not greater than 397 days from the date of purchase
 - Bonds or other obligations of the school district or bonds or other obligations of the local unit/units within which the school district is located
 - Bonds or other obligations, having a maturity date of not more than 397 days from the date of purchase, approved by the Division of Investment in the Department of Treasury for investment by school districts
 - Local government investment pools
 - Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4)

- Agreements for the repurchase of fully collateralized securities
14. The Superintendent recommends approval of the Chief School Administrator preparing the monthly reconciliation of bank account statements, and in conjunction with the secretary, take any steps necessary to bring the cash record balance and reconciled bank balance into agreement prior to completion of the secretary's monthly report, for the 2018-2019 school year.
 15. The Superintendent recommends approval of the appointment of Paul Rowan, Educational Facilities Manager, as the district's Right to Know Officer, as the AHERA Representative, as the Chemical Hygiene Officer, as the Asbestos Management Officer, as the Toxic Hazard Preparedness Officer, Integrated Pest Management Coordinator, Indoor Air Quality Designee, and as the ADA Coordinator for the 2018-2019 school year.
 16. The Superintendent recommends approval of checks generated by the payroll system with the pre-signed signature of the Superintendent and Board Secretary for the 2018-2019 school year.
 17. The Superintendent recommends approval of the Business Administrator/Board Secretary to approve payment of claims as per board policy prior to presentation to the Board of Education for the 2018-2019 school year.
 18. The Superintendent recommends approval of Wilentz, Goldman & Spitzer, P.A. as Bond Counsel for the 2018-2019 school year.

UNIFORM MINIMUM CHART OF ACCOUNTS

19. The Superintendent recommends approval to authorize the Uniform Minimum Chart of Accounts for the New Jersey Public Schools for the 2018-2019 school year.

BOARD ATTORNEY

20. The Superintendent recommends approval to appoint the firm of Kenney, Gross, Kovats, & Parton, 130 Maple Avenue/Building 8, P.O. Box 8610, Red Bank, NJ, as Board Attorney as per N.J.S.A. 18A-5(1) for the period July 1, 2018 – June 30, 2019, at a cost of \$145 per hour. The firm has been selected based on professional experience and prior performance for the Board of Education.

LABOR ATTORNEY

21. The Superintendent recommends approval to appoint the firm of Kenney, Gross, Kovats, & Parton, 130 Maple Avenue/Building 8, P.O. Box 8610, Red Bank, NJ, as Labor Attorney as per N.J.S.A. 18 A-5(1) for the period July 1, 2018 – June 30, 2019, at a cost of \$145 per hour. The firm has been selected based on professional experience and prior performance for the Board of Education.

SPECIAL EDUCATION ATTORNEY

22. The Superintendent recommends approval to appoint the firm of the Machado Law Group, 136 Central Avenue, Second Floor, Clark, NJ, as Special Education Attorney as per N.J.S.A. 18A-5(1) for the period July 1, 2018 – June 30, 2019, at a cost of \$165 per hour. The firm has been selected based on professional experience and prior performance for the Board of Education

ARCHITECT OF RECORD

23. The Superintendent recommends approval to appoint Fraytak, Veisz, Hopkins, Duthie, PC, 1515 Lower Ferry Road, Trenton, NJ 08618, as architect of record, as per N.J.S.A. 18A-5(1) for the period July 1, 2018 – June 30, 2019, at a cost of no more than \$155 per hour. The firm has been selected based on professional experience and prior performance for the Board of Education.

AUDITOR

24. The Superintendent recommends approval to appoint Jump, Perry and Company, 12 Lexington Avenue, CN 2044, Toms River, NJ 08754 as the district’s auditor at an approximate cost of \$32,500 for the period July 1, 2018 – June 30, 2019. The firm has been selected based on professional experience and prior performance for the Board of Education.

FINANCIAL ADVISOR

25. The Superintendent recommends approval to appoint Phoenix Advisors, LLC as the Financial Advisor for the period of July 1, 2018 – June 30, 2019 at a cost of \$850 per year. The firm has been selected based on professional experience and prior performance for the Board of Education.

2018-2019 TAX PAYMENT SCHEDULE

26. The Superintendent recommends approval to accept the following 2018-2019 Tax Payment Schedule and authorizes the Business Administrator to send it to the Township of Freehold:

<u>Date</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total</u>
7/10/18	\$2,776,770.37	\$1,269,200.00	\$4,045,970.37
8/10/18	\$6,941,925.94	\$558,200.00	\$7,500,125.94
9/10/18	\$6,941,925.94		\$6,941,925.94
10/10/18	\$5,553,540.75		\$5,553,540.75
11/9/18	\$5,553,540.75		\$5,553,540.75
12/10/18	\$5,553,540.75		\$5,553,540.75
1/10/18	\$5,553,540.75	\$295,100.00	\$5,848,640.75
2/8/18	\$5,553,540.75	\$1,280,032.00	\$6,833,572.75
3/8/18	\$5,553,540.75		\$5,553,540.75
4/10/18	\$5,553,540.75		\$5,553,540.75
5/10/18	\$5,553,540.75		\$5,553,540.75
6/10/18	\$5,553,540.75		\$5,553,540.75
Total Taxes	\$66,642,489.00	\$3,402,532.00	\$70,045,021.00

REGULAR BUSINESS

CERTIFICATION

1. Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), the Board Secretary certifies that as of April 30, 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 2018 and the Treasurer’s report for the month of April 2018.

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we certify that as of April 30, 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 May 22, 2018, which have been reviewed and approved by a Board member:

	Machine Print Checks	Hand Checks	Total Bills
Current Expense (General)	\$322,335.8	\$75,496.56	\$397,832.36
Current Expense			
Capital Outlay	\$31,326.81		\$31,326.81
Education Job Fund			
Special Revenue	\$5,069.99		\$5,069.99
Capital Project			
Debt Service			
Total Bills	\$358,732.60	\$75,496.56	\$434,229.16

TRANSFERS

4. The Superintendent recommends ratifying of the following transfer for the 2017-2018 school year:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$500.00	11-204-100-610-40-000-030 LLD Supplies	12-212-100-730-40-000 MD Equipment

5. The Superintendent recommends approval of the following transfers for the 2017-2018 school year:

1. <u>Amount</u> \$1,000.00	<u>From</u> 11-000-262-107-10-000 Salaries of Lunchroom Aides
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<u>Amount</u> \$500.00	<u>To</u> 11-240-100-106-11-000 Bilingual TA Sub Salary
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\$500.00	11-240-100-101-11-000 Bilingual Teacher
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TOTAL: \$1,000.00

2. <u>Amount</u> \$23,437.00	<u>From</u> 11-000-262-107-10-000 Salaries of Lunchroom Aides
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<u>Amount</u> \$10,200.00	<u>To</u> 11-204-100-106-10-000-030 WFS Learn Disability TA
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\$13,237.00	11-204-100-106-11-000 Learn Disability Aide Subs
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TOTAL: \$23,437.00

3.	<u>Amount</u> \$1,875	<u>From</u> 11-190-100-610-05 Instructional Supplies	<u>To</u> 11-190-100-340-20-000-020 Purchased Technical Services
4.	<u>Amount</u> \$1,875	<u>From</u> 11-190-100-610-05 Instructional Supplies	<u>To</u> 11-190-100-340-22-000-070 Purchased Technical Services
5.	<u>Amount</u> \$1,875	<u>From</u> 11-190-100-610-05 Instructional Supplies	<u>To</u> 11-190-100-340-23-000-023 Purchased Technical Services
6.	<u>Amount</u> \$1,875	<u>From</u> 11-190-100-610-05 Instructional Supplies	<u>To</u> 11-190-100-340-24-000-024 Purchased Technical Services
7.	<u>Amount</u> \$1,875	<u>From</u> 11-190-100-610-05 Instructional Supplies	<u>To</u> 11-190-100-340-25-000-025 Purchased Technical Services
8.	<u>Amount</u> \$1,875	<u>From</u> <u>To</u> 11-190-100-610-05 Instructional Supplies	11-190-100-340-26-000-026 Purchased Technical Services
9.	<u>Amount</u> \$1,875	<u>From</u> 11-190-100-610-05 Instructional Supplies	<u>To</u> 11-190-100-340-28-000-021 Purchased Technical Services
10.	<u>Amount</u> \$1,875	<u>From</u> <u>To</u> 11-190-100-610-05 Instructional Supplies	11-190-100-340-30-000-030 Purchased Technical Services
11.	<u>Amount</u> \$500.00	<u>From</u> <u>To</u> 11-204-100-610-40-000-030 LLD Supplies	12-212-100-730-40-000 MD Equipment

APPROVAL OF TRAVEL AND RELATED EXPENSES

6. 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	Albanese, Holli	ELA Program Coordinator	Teacher's College Reading Institute	8/6/18 – 8/10/18	\$850.00
2	Albanese, Holli	ELA Program Coordinator	Dough Fisher Rutgers Literacy Series	6/5/18	\$150.00
3	Blessing, Kathleen	Teacher	Teacher's College Reading Institute	8/6/18 – 8/10/18	\$850.00
4	Bohringer, Rita	Teacher	Foundations Level 2	6/4/18	\$165.00
5	Chiera, Lindsay	Teacher	Teacher's College Phonics Institute	8/20/18 – 8/22/18	\$650.00
6	Dilworth, Michael	Teacher	Foundations Level 2	6/4/18	\$165.00
7	Gardner, Elaine	Teacher	Teacher's College Reading Institute	8/6/18 – 8/10/18	\$850.00
8	Kirton, Janiece	Teacher	Teacher's College Reading Institute	6/25/18 – 6/29/18	\$850.00
9	Klim, Robyn	Director of Ed. Services	2018 FEA/NJPSA/NJASCD Fall Conference	10/18/18 – 10/19/18	\$292.00

	NAME	TITLE	EVENT	DATES	AMOUNT
10	Lawlor, Jennifer	LDTTC	Foundations Level 2	6/4/18	\$165.00
11	Marotta, Lisa	Teacher	Teacher's College Reading Institute	8/6/18 – 8/10/18	\$850.00
12	McKim, Christine	District ELA Supervisor	Dough Fisher Rutgers Literacy Series	6/5/18	\$150.00
13	McKim, Christine	District ELA Supervisor	Foundations Level 2	6/4/18	\$165.00
14	McKim, Christine	District ELA Supervisor	Teacher's College Phonics Institute	8/20/18 – 8/22/18	\$899.00
15	Pearce, Laurie	Teacher	Foundations Level 2	6/4/18	\$165.00
16	Reed, Kathy	Teacher	Teacher's College Reading Institute	6/25/18 - 6/29/18	\$850.00
17	Shaw, Traci	Supervisor	Foundations Level 2	6/4/18	\$165.00
18	Turner, Dana	Teacher	Teacher's College Reading Institute	8/6/18 – 8/10/18	\$850.00

ESEA GRANT

7. The superintendent recommends approval for the following ESEA grant funded honoraria to be charged to the following Title I salary accounts:

Staff Name	Activity	Amount	% of Cost	Account
Monica Hittinger	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-026
Lauren Trojan	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-026
Clare Duffy	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-026
Alexandra LaBarbara	Fall Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-026
Jodi Murphy	Fall Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-026
Alexandra LaBarbara	Spring Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-026
Jodi Murphy	Spring Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-026
Marisa Marino	Fall Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-026
Caitlyn Schwartz	Fall Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-026
Erin Ferro	Spring Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-026
Clare Duffy	Spring Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-026
Danielle Velez	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-025
Amanda Motola	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-025
Deborah Marcantonio	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-025
Sherri DiStefano	After School LA Support	\$ 2,000.00	100%	20-231-200-100-45-019-025
Amy Deseno	After School LA Support	\$ 2,000.00	100%	20-231-200-100-45-019-025
Kathy Ayres	After School Math Supp	\$ 4,000.00	100%	20-231-200-100-45-019-025
Taylor Potts	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-020
Erica Peters	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-020
Dina Atkinson	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-020
Lisa Glusko	Fall Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-020
Dana Morris	Fall Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-020
Shannon Murphy	Spring Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-020
Amy Bennett	Spring Homework Club	\$ 1,000.00	100%	20-231-200-100-45-019-020
Taylor Potts	Fall Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-020
Alisha Galli	Fall Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-020

Staff Name	Activity	Amount	% of Cost	Account
Lisa Glusko	Spring Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-020
Dana Morris	Spring Study Skills	\$ 1,000.00	100%	20-231-200-100-45-019-020
Carrie Murray	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-021
Sarah Strazzella	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-021
Kelly McDow	Data Coach	\$ 1,000.00	100%	20-231-200-100-45-019-021
Kathleen Pascale	Social Skills	\$ 1,000.00	100%	20-231-200-100-45-019-025

DONATION

8. The Superintendent recommends approval of the following donations for the 2017-2018 school year:

A bench valued at \$35 from Donald Herbert to Dwight D. Eisenhower Elementary

WILSON TRAINING

9. The Superintendent recommends approval of the following employees to receive Wilson Just Words Training at a cost of \$245 per participant during the 2017/2018 School year:

Alex LaBarbara	Christen Wywra	Hallie Hinchliffe
Mary Gouveia	Ana Halligan	Leslie Rubins
Traci Shaw		

TUITION CONTRACTS

10. 1. The Superintendent recommends approval to accept a tuition contract between the Toms River Regional Board of Education, Ocean County, and the Freehold Township Board of Education for student #3260936711. The tuition for ESY program is \$6,615 and the cost of the one-to-one aide is \$3,204 for July 5, 2018 through August 15, 2018. The tuition for the regular school year program is \$49,617 for the September 1, 2018 and terminating on June 30, 2019.
2. The Superintendent recommends approval to accept a tuition contract between the Shrewsbury Board of Education, Monmouth County, and the Freehold Township Board of Education for student #9174105302. The tuition for ESY program is \$6,615 and the cost of the one-to-one aide is \$3,204 for July 5, 2018 through August 15, 2018. The tuition for the regular school year program is \$49,617 for the September 1, 2018 and terminating on June 30, 2019.
3. The Superintendent recommends approval to accept a tuition contract between the Roosevelt Board of Education, Monmouth County, and the Freehold Township Board of Education for student #7083494072. The tuition for ESY program is \$8,328 for July 5, 2018 through August 15, 2018. The tuition for the regular school year program is \$62,464 for the September 1, 2018 and terminating on June 30, 2019.

OUT OF DISTRICT CONTRACT

11. The Superintendent recommends approval of the following Board Resolution for the 2017-2018 school year:

Student: 9526023068
 School: East Mountain School
 Cost: \$11,441.48
 Program: 10 Month
 Start Date: 05/10/2018
 End Date: 6/25/2018

ESIP

12. The Superintendent recommends approval of the following Board Resolution for the 2018-2019 school year:

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF FREEHOLD IN THE COUNTY OF MONMOUTH, NEW JERSEY APPOINTING A THIRD PARTY VERIFIER, AUTHORIZING THE SUBMISSION OF PRELIMINARY ENERGY SAVINGS PLAN TO THE THIRD PARTY VERIFIER IN CONNECTION WITH THE UNDERTAKING OF AN ENERGY SAVINGS PLAN AND OTHER ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Board of Education of the Township of Freehold in the County of Monmouth, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed thereby) has, pursuant to N.J.S.A. 18A:18A-4.6, (the "ESP Law"), determined to undertake an energy savings plan;

WHEREAS, the Board has appointed Fraytak Veisz Hopkins Duthie, P.C. ("FVHD") to develop an Energy Savings Plan (the "ESP") pursuant to the ESP Law;

WHEREAS, FVHD has developed a preliminary ESP based upon an agreed upon scope of projects including individual energy conservation measures ("ECM's") by scope, cost, energy incentives and annual energy and operational savings by facility and a proposed cash flow pro forma (the "Preliminary ESP");

WHEREAS, the Board has received a proposal from Gabel and Associates to act as the third party verifier; and

WHEREAS, in order to continue to move the energy savings plan forward, the Board seeks to (i) appoint Gable and Associated as third party verifier, (ii) direct Gabel and Associates to verify the savings of the Preliminary ESP (iii) direct FVHD to submit the projects included in the Preliminary ESP to the NJDOE for approval as other capital project and amend the School District's long range facility plan to reflect the projects included in the Preliminary ESP and (iv) direct FVHD, upon third party verification, to submit the Preliminary ESP to the New Jersey Board of Public Utilities for approval.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Freehold in the County of Monmouth, New Jersey, as follows:

1. The Board hereby appoints Gabel and Associates as third party verifier and authorizes Gable and Associates to conduct a verification of the energy savings set forth in the Preliminary ESP. The cost of the contract shall be \$19,650.
2. FVHD is authorized and directed to submit the projects set forth in the Preliminary ESP to the New Jersey Department of Education as "Other Capital Projects".
3. The School District's long range facilities plan is amended to reflect the projects set forth in the Preliminary ESP and FVHD is authorized and directed to submit such amendment to the New Jersey Department of Education.
4. Upon receipt of third party verification FVHD is hereby authorized and directed to submit the Preliminary ESP to the New Jersey Board of Public Utilities.
5. This resolution shall take effect immediately.

PACE GRANT

- 13. The Superintendent recommends approval of the following staff members for the 2017-2018 academic school year from PACE Grant Number 2017-21:

<u>Description</u>	<u>Staff Members</u>	<u>Amount</u>
CTB - Peer Buddies	Margaret Kotran (Replacing Kerri Farrell)	\$528.00
CTB – Peer Buddies	Rory Colford (Replacing Courtney Colford)	\$528.00

SERVICES FOR FREEHOLD BOROUGH BOE

- 14. The Superintendent recommends approval of an agreement with Freehold Borough Board of Education to provide them the following services:

ESY Classroom Rental - \$13,200
 Transportation Shuttle for Summer Reading Program - \$6,158

FY 18 IDEA PRE-SCHOOL GRANT

- 15. The Superintendent recommends approval of the amendment to the FY 18 IDEA Pre-School grant.

- 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
- Personnel
 - Admin Contracts
- 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
 - Security Audit
- 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 60 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.