

**BOARD OF EDUCATION
CITY OF LONG BRANCH
NEW JERSEY**

MINUTES

JANUARY 28, 2014

The Agenda Meeting of the Long Branch Board of Education was held at 540 Broadway, Long Branch, New Jersey.

The meeting was called to order by Mrs. Perez, Board President, at 7:00 P.M.

A. ROLL CALL

Mrs. Perez - President	Mr. Grant	Mr. Parnell
Mr. Dangler - Vice President	Mrs. Critelli	Mr. Menkin - absent
Mrs. George	Mr. Zambrano	Mr. Covin

Administrator's Present

Mr. Salvatore	Mr. Genovese	Mr. Penta
Mr. Freeman	Ms. Dudick	

Also Present

Doug Forrester, President, Integrity Health
Joseph J. Calabro, Chief Physician Executive, Integrity Health

A-1. STATEMENT OF THE MANNER OF NOTIFICATION OF THE MEETING

Peter E. Genovese III, RSBO, QPA, School Business Administrator/Board Secretary stated adequate notice of the meeting of the Long Branch Board of Education has been provided by a Schedule of Public Meetings published in the Atlanticville and the Asbury Park Press. He further stated a Schedule of Public Meetings has been posted in the Board of Education Office and the Office of the City Clerk, Long Branch, New Jersey.

Mr. Genovese made the following announcement: Fire exits are located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

A-2. OBJECTIONS, IF ANY, TO THE VALIDITY OF THE MEETING

Mr. Genovese stated that the objecting member must give supporting reasons.

B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Mrs. Perez, Board President, saluted the flag and led the Pledge of Allegiance.

C-1. STATEMENT TO THE PUBLIC

Mrs. Perez made the following announcement: Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken. All agenda attachments are available for public review.

C-1. STATEMENT TO THE PUBLIC (continued)

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. The Board will not respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee.

C-2. OPPORTUNITY TO ADDRESS THE BOARD RELATING TO AGENDA ITEMS

No one addressed the Board.

D. APPROVAL OF MINUTES

I entertain a motion that the Board approve the following minutes:

- Agenda Meeting minutes of November 19, 2013
- Executive Session Meeting minutes of November 19, 2013
- Regular Meeting minutes of November 20, 2013
- Re-organization Meeting minutes of January 7, 2014
- Executive Session Meeting minutes of January 7, 2014
- Special Meeting minutes of January 24, 2014
- Executive Session Meeting minutes of January 24, 2014

E. SECRETARY'S REPORT

1. BUDGET TRANSFER REPORTS – FY14 NOVEMBER AND FY14 DECEMBER TRANSFERS

I entertain a motion that the Board approve the following Budget Transfer Resolution (**APPENDIX A**).

RESOLUTION

WHEREAS N.J.A.C. 6A:23A-16.10 "Budgetary Controls and Overexpenditure of Funds" states a "district Board of Education or Charter School Board of Trustees shall implement controls over budgeted revenues and appropriations and shall not approve any obligation or payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to N.J.S.A. 18A:22-8.1".

NOW, THEREFORE BE IT RESOLVED that the attached line item transfer FY14 November and FY14 December Transfers as listed be approved for the months ending November 30, 2013 and December 31, 2013.

Peter E. Genovese III, RSBO, QPA
School Business Administrator / Board Secretary

Ayes:

Nays:

Absent:

Date: January 29, 2014

E. SECRETARY'S REPORT (continued)

2. **BOARD SECRETARY'S REPORTS – NOVEMBER 30, 2013 AND DECEMBER 31, 2013**

I entertain a motion that the Board approve the Board Secretary's Reports for the months ending November 30, 2013 and December 31, 2013 (**APPENDIX B**).

3. **REPORTS OF THE TREASURER – NOVEMBER 30, 2013 AND DECEMBER 31, 2013**

I entertain a motion that the Board approve the Reports of the Treasurer for the months ending November 30, 2013 and December 31, 2013 (**APPENDIX C**).

4. **MONTHLY CERTIFICATION OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), I certify that as of the November 30, 2013 and December 31, 2013 Board Secretary's Reports, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

Peter E. Genovese, III, RSBO, QPA
School Business Administrator/Board Secretary

5. **MONTHLY CERTIFICATION OF BOARD OF EDUCATION**

I entertain a motion that the Board approve the following Resolution.

RESOLUTION

BE IT RESOLVED, that pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we, the Members of the Board of Education, after a review of the Board Secretary's and Treasurer's Monthly Financial Reports and upon consultation with the appropriate district officials, certify that to the best of our knowledge that as of November 30, 2012 and December 31, 2012 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Peter E. Genovese III, RSBO, QPA
School Business Administrator / Board Secretary

Ayes:
Nays:
Absent
Date:

January 29, 2014

E. **SECRETARY'S REPORT (continued)**

6. **BILLS AND CLAIMS – NOVEMBER 30, 2013, DECEMBER 2 – 31, 2013 AND JANUARY 1 – 29, 2014 EXCLUDING CHRIST THE KING PARISH**

I entertain a motion that the Board approve the November 30, 2013, December 2 – 31, 2013 and January 1 – 29, 2014 bills and claims excluding Christ the King Parish (APPENDIX D).

7. **BILLS AND CLAIMS – NOVEMBER 30, 2013, DECEMBER 2 – 31, 2013 AND JANUARY 1 – 29, 2014 FOR CHRIST THE KING PARISH**

I entertain a motion that the Board approve the November 30, 2013, December 2 – 31, 2013 and January 1 – 29, 2014 bills and claims for Christ the King Parish (APPENDIX D).

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – NOVEMBER 30, 2013 and DECEMBER 31, 2013**

I entertain a motion that the Board approve the monthly operating report for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for November 30, 2013 and December 31, 2013 (APPENDIX E).

9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF NOVEMBER 30, 2013 AND DECEMBER 31, 2013**

I entertain a motion that the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of November 30, 2013 and December 31, 2013 (APPENDIX F).

Mr. Doug Forrester, President of Integrity Health, gave a presentation to the Board of Education.

Mr. Forrester discussed with the Board a new concept with respect to the delivery of health care. His model, which has shown success in Toms River for the past several years, is one where they have a Health Center accessible only to employees and their dependents. Mr. Forrester stressed the fact that seeking medical attention at the Clinic is purely voluntary but the numbers have shown over the years that they have received a 90% participation rate from the employees and 75% usage by their dependents. He gave an in depth presentation as to how the model works, giving a general overview of the interaction between the multiple parties involved with the deliverance of health care. What makes the model unique is a system called "Green Circle" where they have put together a team of doctors to perform best practice procedures that are made available to all employees in Toms River.

Mrs. George – How does Integrity Health get paid?

Mr. Forrester – My company receives a management fee, not as a percentage but as a fixed rate to avoid any type of conflict of interest with regard to the deliverance of health care. That fee will be very transparent to the Board. Due to the advent of Chapter 78, the employees at Toms River although they have to contribute to their health care, have saved in the aggregate \$870,000 per year. This concept has saved Toms River approximately 15% in the cost of health care. That savings is represented by 1/3 from the Health Center and 2/3 from the management of all other medical services to include doctor's prescriptions, hospitals and the audit function which is a review of medical invoices to insure their accuracy.

Mr. Grant asked for an explanation as to how the money actually works, stating that currently we issue one check payable to New Jersey State Health Benefits and we assume they pay for the medical procedures.

Mr. Forrester – You would be issuing a check to Integrity Health, one check per month, and we would be your third party administrator, making all payments to those who provide health care services.

Mrs. Perez – How many doctors per shift would be working and would they be full time or part time?

Mr. Forrester – In Toms River we have a blend of both part time and full time professionals available to work. What we look for is to insure that the doctors don't have a conflict of interest in assigning their patients that come to the health care facility to their own practices.

Mr. Grant – So in essence you are replacing the State Health Benefit administration for health benefits. Is that correct?

Mr. Forrester – Yes.

Mr. Grant – How do you save money?

Mr. Forrester – By using primary care doctors more efficiently, insuring that we do not trigger additional expenses unnecessarily and also through our audit function to make sure we are only paying the expenses that have been incurred. Our goal is to have better health outcomes and also to save money.

At 8:10 P.M. Mr. Forrester left the meeting.

Mr. Salvatore – The Center we visited in Toms River was a nice size facility able to accommodate the employees. I am suggesting we use the School Based Youth Services facility at the High School because that will require almost zero remodeling dollars except perhaps for lead walls for the x-ray machine. We visited the Toms River site and we saw the efficiencies. Individuals come in at a certain time; they are treated and sent on their way. We did not see anyone waiting in the waiting room for any length of time.

Mr. Parnell – What would we put in the budget for next year?

Mr. Salvatore – We would keep the same amount of money and wait to see how the plan worked before we made any financial adjustments in subsequent years.

Mrs. Critelli – I can see how this process would grow over time, especially as the staff begins to self manage their care.

Mr. Salvatore – I agree. It is very schedule friendly and there are no co-pays. After the employees original medical information has been put into the system, all subsequent visits require showing identification. No other forms need to be completed.

Mrs. Perez – When would we be looking to do this?

Mr. Salvatore – We have been looking at a feasibility study for some time now and working with our broker to review and see if this makes sense for us. In the past it is our experience for every dollar we paid in premiums, the company paid \$1.07 on our behalf. Our most recent experience showed that we are at 98% claims loss. For every dollar we pay, the company pays \$.98. That is why we feel it is a good time to make this move. I would like to initiate this on July 1st. Our brokers recommend October 1st so a decision will be made very shortly.

Mr. Covin – Can the Board go to Toms River to see the Center?

Mr. Salvatore – Yes.

Mr. Parnell – Would the plan be the same or better for employees?

Mr. Salvatore – Yes it would. Mr. Genovese still wants to see the numbers and we would also have to review the issue of stop loss for individuals and stop loss aggregate which is an insurance to cover exposed claims that would exceed the premium we set aside.

Mrs. Perez – Did you speak to the union yet?

Mr. Salvatore – I did speak to Will who felt that if the employee was able to keep more money in their pay check it would be a good idea.

Mr. Zambrano – How much are the employees currently contributing for health care?

Mr. Salvatore – About \$800,000.

President's Report

Mrs. Perez congratulated Mr. Grant for receiving an award from the New Jersey School Board Association honoring his outstanding service and further stated that Mr. Grant has been appointed to the New Jersey Task Force for At Risk Children.

Mr. Grant – Thank you Mrs. Perez. The committee is made up of many key players. We are putting together a book to help children who are at risk. In the chapters we will be discussing impact and effect on children and the role Board of Education members might have as well as some best practices to address their issues.

Mrs. Perez also recognized Mrs. George who will be receiving the 2013 Libutti Award from the Long Branch Chamber of Commerce for her community service. The dinner is scheduled for April 4, 2014.

Mrs. Perez – Just a reminder to complete the 2014 nepotism form and return them to Mr. Genovese on Wednesday night. Additionally there are 3 members who need to sign their Code of Ethics form; myself, Mrs. Critelli and Mr. Zambrano.

Mr. Salvatore reviewed the Agenda with the Board.

F. SUPERINTENDENTS REPORT

1. STUDENT COUNCIL PRESIDENT'S REPORT

2. SCHOOL PRESENTATION –

The Gregory School presentation will consist of a downloadable eBook that will be published through iTunes and will highlight the six pillars of character education which are honesty, citizenship, caring, responsibility, respect and fairness; and the thematic monthly themes. After the book is revealed, classes will sing, "Count on Me" by Bruno Mars.

3. PRESENTATION OF AWARDS

A) DISTRICT VOLUNTEERS

June Turner	Lucy Fisher
Shana Sanderson	Teresa Benosky
Karen Haney	Dannah Jetter
Violetta Tepepa	Renee Finley-Wint
Michelle Concepcion	Patricia Priester
Elizabeth Fitzgerald	Janine Mincieli
Vicky Sesty	Pauline Bailo
Tamika Jetter	Leah Freer
Cynthia McKnight	Anne-Sophie Lehman
Adrienne Mullings	Marlena Santos

F. SUPERINTENDENTS REPORT (continued)

Mr. Salvatore – On 2 separate occasions we experienced broken pipes and flooding at the Gregory School. These custodians and maintenance men responded to the emergency even though they had spent numerous hours the night before on snow removal. I feel this would be a good opportunity to thank them publicly for their efforts.

B) STAFF RECOGNITION

Julio Vasquez	Rocco Zaffiro
Ramon Rivera	Abel Daza
Angel Borrero	Dean Chavez
Ruben Borrero	Michael Rozza
Richard Roberto	Nelson Rosado
Maria MacPherson	Martha Daza Martins
George Badgley	Gary Vecchione
Joseph Lebron	Ann Degnan
Joseph Incorvaia	

C) EMPLOYEE OF THE MONTH – NOVEMBER

ANDREA RUSSELL, High School teacher, presented by Mrs. Perez

D) EMPLOYEE OF THE MONTH – DECEMBER

CHRISTINE BRONOWICH, Middle School special education teacher, presented by Mrs. Perez

G. GENERAL ITEMS

1. RESOLUTION ON SCHOOL FUNDING IN THE FY15 NJ STATE BUDGET

I recommend the Board approve the following Resolution:

WHEREAS, the New Jersey School Funding Reform Act of 2008, the State's school aid formula, ensures adequate and equitable school funding for each child on the basis of individual need, regardless of where that child lives; and

WHEREAS, continued underfunding of the New Jersey School Funding Reform Act of 2008 has resulted in cuts to vital educational programs and services in schools throughout the state; and

WHEREAS, the Long Branch Board of Education supports the School Funding Reform Act of 2008 and a clearly designated pathway to full funding of the law in order to provide NJ school children with the resources they need to ensure a successful future and to which they are entitled by law;

NOW THEREFORE BE IT RESOLVED THAT the Long Branch Board of Education strongly urges the New Jersey State Legislature to follow the School Funding Reform Act of 2008 in the FY15 State Budget and provide all New Jersey school children with adequate and equitable school funding. Specifically, the modifications inclusive of average daily attendance have led to extreme reductions in programs, full time faculty and technology integration which impact teaching and learning; and

BE IT FURTHER RESOLVED THAT the Long Branch Board of Education urges the New Jersey State Legislature to make every effort to protect the School Funding Reform Act of 2008 and to vigorously oppose attempts to reduce the equity and adequacy of the SFRA to the detriment of all NJ school children.

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes:

Nays:

Absent:

Date: January 29, 2014

Mr. Salvatore – Although I am not a big fan of presenting resolutions to the public, this particular resolution regarding funding and State Aid is important. It will help the Education Law Center in their State Aid defense for all districts.

G. GENERAL ITEMS (continued)

2. APPROVAL TO FILE THE FY 2015 IMPACT AID APPLICATION

I recommend the Board approve the filing of the FY2015 Impact Aid Application. The amount will be determined by the Federal Government. The application due date is January 31, 2014.

I recommend the Board authorize **Kevin Carey**, Funded Grants Supervisor, to serve as the district's contact person for the above actions.

I further recommend that **Michael Salvatore**, Superintendent of Schools, be designated the Board's representative to implement the above actions.

3. APPROVAL TO ACCEPT CHAPTERS 192/193 ADDITIONAL FUNDING

I recommend the Board accept additional funding for Chapters 192/193 as indicated below:

<u>Program</u>	<u>Chapter 192</u>		
	<u>Approved To Date</u>	<u>Additional Entitlement</u>	<u>New Entitlement</u>
Supplemental Instruction	\$ 13,183.00	\$ 833.00	\$ 14,016.00

I recommend the Board authorize **Kevin Carey**, Funded Grants Supervisor, to serve as the district's contact person for the above actions.

I further recommend that **Michael Salvatore**, Superintendent of Schools, be designated the Board's representative to implement the above actions.

4. APPROVAL TO ACCEPT NJAHPERD MINI GRANT

I recommend the Board accept a 2013-2014 mini grant from the New Jersey Association of Health, Physical Education, Recreation and Dance in an amount not to exceed \$1,000.

I recommend the Board authorize **Kevin Carey**, Funded Grants Supervisor, to serve as the district's contact person for the above actions.

I further recommend that **Michael Salvatore**, Superintendent of Schools, be designated the Board's representative to implement the above actions.

5. APPROVAL TO ACCEPT NJPA/AASA HELPING KIDS MINI GRANT

I recommend the Board accept the National Joint Powers Alliance/The School Superintendent's Association Helping Kids Program mini grant in the amount of \$2,000.

I recommend the Board authorize **Kevin Carey**, Funded Grants Supervisor, to serve as the district's contact person for the above actions.

I further recommend that **Michael Salvatore**, Superintendent of Schools, be designated the Board's representative to implement the above actions.

Mr. Salvatore – Our nurses provide approximately 3,500 vision screenings per year for approximately 300 children who require glasses. Many of them are not able to purchase glasses based on their economic situation. This is an opportunity to provide children with much needed eye care.

G. GENERAL ITEMS (continued)

6. APPROVAL TO ACCEPT A GRANT FROM THE NJDOE AND CENTER FOR DISEASE CONTROL

I recommend the Board approve the application for a four (4) year (\$5,000 per year) grant from the New Jersey Department of Education and Center for Disease Control. The grant includes medical/health issues, curriculum standards, teen pregnancy prevention, staff training and student in-services. The application deadline is February 14, 2014.

I recommend the Board authorize **Kathleen Celli**, SBYS Program Director/District Head Nurse, to serve as the district's contact person for the above actions.

I further recommend that **Michael Salvatore**, Superintendent of Schools, be designated the Board's representative to implement the above actions.

7. APPROVAL TO SUBMIT THE FORM M-1 AND COMPREHENSIVE MAINTENANCE PLAN REPORT TO THE COUNTY OFFICE

I recommend the Board approve/ratify the submission of the Long Branch school district Form M-1 and "Comprehensive Maintenance Plan Report" to the Monmouth County office.

Comments from the Governance Committee Chair (APPENDIX P-1)

8. POLICY COMMITTEE – SECOND AND FINAL READING

The following items were agreed upon by the consensus of the Policy Committee and are recommended for the second and final reading to the full Board for approval:

Policy 4124	Employment Contract
Policy & Regulation 5512	Harassment, Intimidation, and Bullying
Policy 6113	E-Rate

9. APPROVAL OF SALE OF WEST END SCHOOL

I recommend the Board approve the following Resoluton:

RESOLUTION

A. The Board of Education of the City of Long Branch, in the County of Monmouth ("Board") is the owner of property located in the City of Long Branch located at 132 West End Avenue known as the West End School;

B. The Board has heretofore filed with the Department of Education a Long-Range Facilities Plan in which the Board, in cooperation with the Department of Education, agreed to the removal of the West End School from the inventory of schools maintained by the Board;

C. On November 22, 2013, the Board advertised in its official papers a Notice to Potential Bidders to Purchase The West End School Located At 132 West End Avenue, Long Branch, NJ 07740;

G. GENERAL ITEMS (continued)

9. APPROVAL OF SALE OF WEST END SCHOOL (continued)

D. In response to the advertisement, an offer was received from the Menachem Learning Institute, a New Jersey Non-Profit corporation located at 620 Ocean Avenue, Long Branch, New Jersey ("Menachem"). The offer consisted of a signed Purchase and Sale Agreement ("PSA") between Menachem and the Board, together with the initial deposit of \$50,000.00 as evidenced by an official check dated January 22, 2014 issued by TD Bank, an Affidavit of Non-Collusion and a Bidder's Disclosure Statement;

E. The PSA signed by Menachem is in the form required by the Offer Specifications;

F. The purchase price offered by Menachem is \$3,305,800.00. According to the PSA, an additional \$150,000.00 must be delivered to the Board by Menachem within seven (7) business days in the event the Board accepts the offer of Menachem, for a total deposit of \$200,000.00 to be held in escrow by the attorney for the Board McOmber & McOmber, P.C. in its Attorney Trust Account.

G. The PSA provides for a covenant running with the land which requires the Board to consent to the use of the West End School for a public school, private school or charter school. The Board has already given consent to Menachem to use the West End School for "after-school religious education, as well as pre-school religious education." The Board has also consented to permitting Menachem to "evolve into a full-time religious school, kindergarten through 8th grade." The consent of the Board is limited to Menachem and will not apply to any purchaser, assignee, tenant or lessee from Menachem and only the aforementioned uses will be permitted. Finally, the consent issued by the Board is based on the representation of Menachem that the students attending the Menachem religious school will not come from the public school student population in Long Branch;

H. The closing date is set for July 18, 2014. However, in the event the George L. Catrambone School located on Park Avenue in Elberon is not completed by June 30, 2014, the Board has the option of continuing to use the West End School through November 18, 2014 at a cost of \$5,000.00 per month provided Menachem has already purchased the West End School. Further, in the event Menachem is applying for Application for development from the Long Branch Planning Board or Zoning Board, Menachem may request that the Board extend the closing date through November 18, 2014.

I. In all events, Menachem will have the obligation to purchase the West End School provided it obtains a mortgage commitment in the amount of eighty percent (80%) of the purchase price by March 30, 2014. In the event Menachem has not obtained a mortgage commitment from a lender for a mortgage in the aforesaid amount, Menachem may either waive the mortgage contingency and proceed to closing or cancel the PSA and receive the return of its deposit; and

G. GENERAL ITEMS (continued)

9. APPROVAL OF SALE OF WEST END SCHOOL (continued)

J. The Superintendent of Schools and the School Business Administrator have recommended to the Board that the Board sell the West End School to Menachem in accordance with the terms of the PSA.

NOW THEREFORE, be it resolved by the Board as follows:

1. The Recitals set forth above are incorporated herein by reference.
2. The Board does approve the offer of Menachem as more fully set forth in the PSA.
3. The Board hereby authorizes and directs its President and Secretary to sign the PSA with Menachem and to comply with the terms and conditions thereof and to take any and all further action necessary to sell the West End School in accordance with the terms and conditions of the PSA.

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes:

Nays:

Absent:

Date: January 29, 2014

Mr. Salvatore briefed the Board on the sale of West End School Resolution and highlighted the major points with respect to offering price, closing date and the option for extending the occupancy of the building until November 18, 2014 if necessary.

Motion was made by Mrs. George, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (10).

Ayes (8), Nays (0), Absent (1) Mr. Menkin

10. RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:57 P.M.

RESOLUTION

WHEREAS, the Open Public Meetings Act (Chapter 231, P.L. 1975) allows for the exclusion from discussion at the public portion of a meeting of certain matters which might endanger the public interest or risk the deprivation of individual rights, and

WHEREAS, pursuant to N.J.S.A. 10:4-12(b)(4), the Long Branch Board of Education may exclude the public from that portion of a meeting wherein the Board of Education desires to discuss any matter involving any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiations of the terms and conditions thereof with employees or representatives of employees of the public body; and

G. GENERAL ITEMS (continued)

10. RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:57 P.M.

WHEREAS, the Long Branch Board of Education wishes to discuss matters falling within the attorney/client privilege concerning **personnel matters (suspension with pay)** with the resulting action being made public when a proper conclusion has been reached; and there is no longer a need for confidentiality;

NOW, THEREFORE, BE IT RESOLVED, the Long Branch Board of Education will hold a closed executive session immediately in the Board Conference Room, 540 Broadway, Long Branch, New Jersey. It is anticipated that the closed session will not last longer than 20 minutes. Action may be taken in the public portion of the meeting upon adjournment of this Executive Session.

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes: 8
Nays: 0
Absent: 1 (Mr. Menkin)
Date: January 28, 2014

The Board returned to public session at 9:03 P.M.

ROLL CALL

Mrs. Perez - President	Mr. Grant	Mr. Parnell
Mr. Dangler - Vice President	Mrs. Critelli	Mr. Menkin - absent
Mrs. George	Mr. Zambrano	Mr. Covin

11. APPROVAL FOR EARLY DISMISSAL – HIGH SCHOOL TESTING

I recommend the Board approve an early dismissal of 11:57 A.M. for High School students taking the HSPA exams on March 4, 5 and 6, 2014.

12. GIFTS TO SCHOOLS

I recommend the Board accept the following gifts to schools indicated:

Donated by:

True Love Bridal –	27 dresses valued at \$8,172 to be used by the Middle School Drama Club
United Way of Monmouth County	Clothes, hats, gloves, scarves, coats, boots sneakers and socks valued at \$11,930
Long Branch Housing Authority	Athletic shirts and practice jackets valued at \$1,300

H. PERSONNEL ACTION

Comments from the Personnel Committee Chair (APPENDIX P-2)

13. RESOLUTION

I recommend the Board approve the Resolution to abolish the position of Audio/Visual Manager – **APPENDIX G.**

14. RESOLUTION

I recommend the Board approve the Resolution to create the positions of (1) Audio Visual Technician and (1) Technical/Educational Support Field Specialist - **APPENDIX H.**

15. RESOLUTION

I recommend the Board approve the Resolution to suspend with pay Jon LaSota – **APPENDIX I.**

16. CERTIFICATED STAFF

I recommend the Board approve/ratify the appointment of the following named individual who constitutes a careful selection and screening of applicants and is hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly Qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. This initial appointment may be changed as District needs develop.

LIANNE KULIK

Social Studies
High School
BA, Step 1
\$47,510.

Education: Monmouth University

Certification: Teacher of Social Studies

Replaces - effective pending criminal history clearance

(Acct. #15-140-100-101-000-01-00) (UPC #1135-01-SOCST-TEACHR)

CHERYL STAVOLA

Math
Middle School
BA, Step 10
\$58,975

Education: West Virginia University

Certification: Elementary Teacher, Elementary Teacher with Subject Matter Special: Mathematics in Grades 5-8.

Replaces - effective pending criminal history clearance and certificate

(Acct. #15-130-100-101-000-02-00) (UPC #0281-02-MSGR6-TEACHR)

H. PERSONNEL ACTION (continued)

17. EMPLOYMENT OF CUSTODIAN 2013-2014 SCHOOL YEAR

I recommend the Board approve the employment of the following named individual as custodian for the 2013-2014 school year effective January 30, 2014.

DONTE HART, at Lenna W. Conrow School, at a salary of \$32,766, step 1 (Acct. #20-218-200-110-000-04-00) (UPC #0990-08-OFB&G-CUST12).

Following a satisfactory performance over a three-month period, the above named individuals will be retained for the balance of the contractual year. This employment is contingent upon the successful completion of a medical examination required by the Board of Education.

18. RESIGNATION – STIPEND POSITION

I recommend the Board accept the resignation of the following individuals:

JAMIE LYNN BAZYDIO, Middle School RTI tutor, effective December 20, 2013.

TONY DI DIA, High School Choral Music advisor, effective December 20, 2013.

LINDA MANZO, West End School RTI tutor, effective December 20, 2013.

ELISA PEREZ, Morris Avenue School RTI tutor, effective January 10, 2014.

CHERYL SMITH, West End School RTI tutor, effective January 30, 2014.

KATIE WACHTER, West End School breakfast monitor, effective January 30, 2014.

19. RESIGNATION – CONTRACTUAL POSITION

I recommend the Board accept the resignation of the following individuals:

KATHLEEN GREGORY, Middle School Mathematics teacher, effective March 7, 2014 or earlier if a suitable replacement is found.

ERICA MAZZA, High School teacher, effective January 24, 2014.

20. RETIREMENT

I recommend the Board ratify/accept with regret the retirement of the following individual:

NORMAN LINDQUIST, Technology Audio/Video Manager, effective January 1, 2014. Mr. Lindquist has a total of 37 years of service.

21. STAFF TRANSFER FOR 2013-2014 SCHOOL YEAR

I recommend the Board approve the following staff transfer for the 2013-2014 school year:

MARISA RODRIGUEZ, from Lenna W. Conrow School 1:1 instructional assistant to Hand-in-Hand instructional assistant/caregiver, effective January 29, 2014.

22. FAMILY/MEDICAL LEAVE OF ABSENCES

I recommend the Board approve/ratify the family/medical leave of absences as listed on **(APPENDIX J)**.

23. ATTENDANCE AT CONFERENCES / MEETINGS

I recommend the Board approve the attendance of the staff members indicated on the attached list at the conferences indicated **(APPENDIX K)**.

H. **PERSONNEL ACTION (continued)**

24. **APPROVAL OF SPRING SPORT SCHEDULES**

I recommend the Board approve the attached Middle School/High School spring athletic schedules (**APPENDIX L**).

Comments from the Athletics Committee Chair (APPENDIX P-3)

25. **COACHING/ATHLETIC STIPENDS - WINTER 2013-2014 SCHOOL YEAR**

I recommend the Board approve/ratify the following winter coaching/athletic stipend positions for the 2013-2014 school year:

HIGH SCHOOL

Wrestling

Asst. Varsity Coach	Danny V. Lopez	Volunteer
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26. **COACHING/ATHLETIC STIPENDS - SPRING 2013-2014 SCHOOL YEAR**

I recommend the Board approve/ratify the following spring coaching/athletic stipend positions for the 2013-2014 school year:

HIGH SCHOOL/MIDDLE SCHOOL

Asst. Equipment Manager

Jamie Hayes	Step 6	\$2,395
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Athletic Event Workers

Veronica Billy

Mary Boyce

Enye Carter-Neville

Bruce Clay

Star Cleveland

Brevator Creech

Ralph DeFillipo

Barbara Greeley

Jamie Hayes

Cesare Iengo

Brenda Itzol

Kimberly Jones

Michael Jones

Neva Lisanti

Anthony Magliaro, Jr.

(per Athletic Event Fee Schedule)

Linda Mango

Jeremy Martin

Janice Martin

Rosa Melo

Maria Montosa

James Morrissey

Teresa Morrissey

Deirdre Murray

Shawn O'Neill

Angela Olivadotti

Terri Roberts

Danielle Tarallo

Juliette Trombetta

Charles Widdis

HIGH SCHOOL

Baseball - Varsity Head Coach

John Perri	Step 10	\$6,817
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Lacrosse – Girls Varsity Head Coach

Gabriela Dempsey	Step 6	\$4,682
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Track – Boys Varsity Head Coach

Daniel George	Step 10	\$6,817
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H. **PERSONNEL ACTION (continued)**

26. **COACHING/ATHLETIC STIPENDS - SPRING 2013-2014 SCHOOL YEAR (continued)**

Track - Girls Varsity Head Coach

Raleigh Woodruff Step 7 \$4,774

Golf - Boys/Girls Head Coach

Nicholas Tranchina Step 7 \$3,161

Tennis - Boys Varsity Head Coach

Linda Mango Step 10 \$4,438

MIDDLE SCHOOL

Baseball Head Coach

Brian Howell Step 9 \$3,263

27. **ANNUAL STIPEND APPOINTMENTS 2013-2014 SCHOOL YEAR**

I recommend the Board approve/ratify the following coaching/athletic stipend positions for the 2013-2014 school year:

DISTRICT

Equipment Operators

Cesare Iengo	Alberto Moreno	\$25/hour
Kristopher Parker	Derrell Sapp	
Robert Stout	Jack Stovall	

High School Band Director (Spring)

Robert Clark \$6,595

Response To Intervention After School Tutorial Teachers \$24.21/hr

Middle School

Cheryl Scurzo

Elementary Schools

James Harper (AWC)	Kalliopi Stavrakis (WE)
Jussara Lins (MOR)	Robyn Silberstein (WE-substitute)

STUDY ISLAND AFTER SCHOOL PROGRAM TUTORS \$24.21/hr

Middle School

Sharyn Benetsky	Gina Vodola (substitute)
Christopher Porges	

Elementary Schools

Laurel Filler (AAA-substitute)	Noelle Brown (AWC)
Deirdre Murray (AAA-substitute)	Nicola Merlucci (MOR)
Catarina Lopes (AWC)	Brittany DeSantis (WE)

H. PERSONNEL ACTION (continued)

Mr. Salvatore – During one of the snow storms in January there were approximately 8 Buildings and Grounds employees on vacation. We had plenty of people for the second storm. My concern is that we had more equipment than people to operate them. As a result, I would like to bring some employees in at \$25 per hour. After they have been trained they would be used as emergency operators for our snow blowers and plows.

28. TEACHER/MENTOR PROGRAM

I recommend the Board approve/ratify the following individual to assume the position of mentor as detailed in the State Department of Education Teacher/Mentor Program:

MENTEE

Nicole Navarrete

MENTOR

Stephanie Dispoto

29. CHANGE OF TRAINING LEVEL

I recommend the Board approve a change of training level for the following individual, effective January 9, 2014:

ANGELA TORRES, High School teacher, to move from BA to MA on the teacher's salary guide.

BRENDA ITZOL, Amerigo A. Anastasia School teacher, to move from BA to BA+30 on teacher's salary guide.

30. STUDENT TEACHER PLACEMENT

I recommend the following individuals be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2013-2014 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

<u>Grand Canyon University</u>	<u>Spring 2014 Semester</u>	<u>January - May 2014</u>
Lynda Glasser	AWC School	Jill Blake/Pre-K

31. INTERN PLACEMENT

I recommend the following individuals be authorized to conduct their Internship in the Long Branch Public Schools as indicated during the 2013-2014 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

<u>Caldwell University</u>	<u>Spring 2014 Semester</u>	<u>January - May 2014</u>
Michelle Merckx-Clary	AAA School	F. Rodriguez/Principal
Kalliopi Stavarakis	West End School	C. Volpe/Principal

32. SUBSTITUTE TEACHERS

I recommend the Board approve the following substitute teachers for the 2013 – 2014 school year:

Bettina Goot
Gail Lackner
Francis Thomas

Ethel Fairley
Lenore Gibson

H. **PERSONNEL ACTION (continued)**

33. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

I recommend the Board approve the following substitute instructional assistants for the 2013 – 2014 school year:

James Mirarchi

I. **STUDENT ACTION**

34. **APPROVAL OF MONTHLY HIB REPORT P.L. 2010. c. 122 (A-3466)**

I recommend the Board approve the monthly report as required by statute **(APPENDIX M)**

Mr. Salvatore reviewed the monthly HIB report with the Board.

Mr. Salvatore – The numbers are high because this is a 2 month report beginning November 21, 2013 through January 29, 2014.

35. **FIELD TRIP APPROVALS**

I recommend the Board approve/ratify the field trips indicated (which will be labeled **APPENDIX N** and made part of the permanent minutes upon Board approval).

36. **PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION**

I recommend the Board approve/ratify the placement/termination of home instruction for the students listed on **(APPENDIX O)**.

37. **PLACEMENT OF ATYPICAL STUDENT OUT OF DISTRICT AND TRANSPORTATION NEEDS**

I recommend the Board approve/ratify the placement of, and provide transportation for the following student for the 2013 - 2014 school year:

RUGBY SCHOOL
WALL, NEW JERSEY

Tuition: \$60,337.80/Student/Year
Transportation
Effective Dates: 12/12/13 – 6/26/14

ID #2502642087, classified as Eligible for Special Education and Related Services.

NOTE: Student was terminated from KIVA High School and is being transferred at the parent's request and in agreement with the Child Study Team.

CHILDREN'S CENTER OF MONMOUTH COUNTY
NEPTUNE, NEW JERSEY

Tuition: \$49,095.00/Student/Year
Transportation
Effective Dates: 1/27/14 – 6/17/14

ID #3723805483, classified as Eligible for Special Education and Related Services.

NOTE: Student is a new classified entrant who will remain in an out of district placement as recommended by the Child Study Team.

I. **STUDENT ACTION (continued)**

38. **STATE RESPONSIBLE STUDENTS PLACED IN OUR DISTRICT**

I recommend the Board approve the placements of state responsible students who were placed in our district by the State of New Jersey Department of Children and Families/Office of Education. The Long Branch School District will be reimbursed as follows:

LONG BRANCH HIGH SCHOOL

Tuition: \$14,024.00/Year
Effective Dates: 9/9/13 – 6/20/14

ID #1665347804, non-classified student.

AUDREY W. CLARK SCHOOL

Tuition: \$9,764.00/Year
Effective Dates: 9/9/13 – 6/20/14

ID #5863910095, non-classified student.

39. **PLACEMENT BY THE NEW JERSEY DIVISION OF CHILD PROTECTION AND PERMANENCY**

I recommend the Board approve the placement of the following student who was placed by the New Jersey Division of Child Protection and Permanency in a resource family home in Neptune City, New Jersey. DCP&P completed an education stability assessment and determined that the student would remain in the current school location under DCP&P custody. Keansburg is the parent's district of residency. Keansburg will be reimbursing the district.

LONG BRANCH SCHOOL DISTRICT
LONG BRANCH, NEW JERSEY

Tuition: \$14,024.00/Year
Effective Dates: 10/15/13 – 6/20/14

ID #3365247526, non-classified student.

40. **TERMINATION OF ATYPICAL STUDENTS OUT OF DISTRICT AND TRANSPORTATION FOR THE 2013-2014 SCHOOL YEAR**

I recommend the Board approve the termination, and discontinue transportation for the 2013-2014 school year for the following students:

COASTAL LEARNING CENTER/SOUTH
HOWELL, NEW JERSEY

Tuition: \$44,714.25/Year
Transportation
Effective Date: 12/16/13

ID #3491243622, classified as Eligible for Special Education and Related Services.

NOTE: Student was placed at Middlesex County Shelter while awaiting a court appearance.

I. **STUDENT ACTION (continued)**

40. **TERMINATION OF ATYPICAL STUDENTS OUT OF DISTRICT AND TRANSPORTATION FOR THE 2013-2014 SCHOOL YEAR (continued)**

KIVA HIGH SCHOOL
TINTON FALLS, NEW JERSEY

Tuition: \$10,200.00/Year
Transportation
Effective Date: 12/20/13

ID #2661816001, classified as Eligible for Special Education and Related Services.
NOTE: Student moved to Red Bank, New Jersey and is enrolled at Red Bank Regional High School.

KIVA HIGH SCHOOL
TINTON FALLS, NEW JERSEY

Tuition: \$10,200.00/Year
Transportation
Effective Date: 11/20/13

ID #2502642087, classified as Eligible for Special Education and Related Services.
NOTE: Termination was requested by the school and in agreement with the Child Study Team due to behavioral concerns.

COLLIER SCHOOL
WICKATUNK, NEW JERSEY

Tuition: \$51,332.40/Year
Transportation
Effective Date: 1/27/14

ID #4175587938, classified as Eligible for Special Education and Related Services.

NOTE: Termination by the school due to the student's continued emotional instability. A program of home instruction will be offered at this time.

41. **TERMINATION OF A STATE RESPONSIBLE STUDENT**

I recommend the Board approve the termination of a state responsible student who was placed in our district by the State of New Jersey Department of Children and Families/Office of Education.

LONG BRANCH HIGH SCHOOL

Tuition: \$14,024.00/Year
Effective Date: 11/4/13

ID #7585795002, non-classified student.

NOTE: Student and parent were reunited and are residing in Asbury Park, New Jersey.

42. **CORRECTIONS/REVISIONS TO MINUTES**

I recommend the Board approve the following corrections/revisions to minutes indicated:

November 20, 2013

APPROVAL OF MONTHLY HIB REPORT P.L. 2010. c. 122 (A-3466) – The Alternative Academy read 4 investigations, 3 confirmed. This should have read 4 investigations, 4 confirmed.

PERSONNEL ACTION – ANNUAL STIPEND APPOINTMENTS

As a result of FY14 contract negotiations, the following rate changes are in effect:

JOSEPH INCORVAIA and FRED MORENO, carpenters, annual rate \$1, 933 each. This should have read: annual rate \$2,100 each.

RICK ROBERTO, District licensed electrician, annual rate \$6,407. This should have read: annual rate \$7,000.

GEORGE BADGELY, District licensed plumber, annual rate \$4,264. This should have read: annual rate \$5,500.

STEVEN RAFFERTY, District mason, annual rate \$2,004. This should have read: annual rate \$3,500.

PERSONNEL ACTION – ANNUAL STIPEND APPOINTMENTS (continued)

SAMANTHA GALLO, Lenna W. Conrow School substitute TDLA, prorated rate (Dec. 2013 to April 2014) \$1,159.75. This should have read: prorated rate \$1,212.50.

EXTENSION OF FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

CARLI PEREZ, Gregory School teacher from November 14, 2013 to November 26, 2013. This should have read to November 27, 2013.

J. OPPORTUNITY TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

No one addressed the Board.

DISCUSSION

1. **The creation of the Advancement Academy**

Mr. Salvatore explained the genesis of the Achievement Academy.

Mr. Salvatore – Several of our students attending Class Academy were kicked out and as a result, had no place to attend to receive the credits necessary in order to graduate from high school. We are creating an Advancement Academy similar to Class Academy to help students with their credit recovery. We were paying \$5,700 per student to Class so if this program becomes successful we may offer it to other schools and take tuition in students.

Mr. Covin – Will there be an assistant to help in the classroom?

Mr. Salvatore – Not yet. I am currently evaluating the situation. I have Mike Gatta and Jeremy Martin responsible for the program with Jeremy being the teacher in the classroom.

Mr. Covin – It is not just credit recovery issues. Some of these students have behavioral problems as well. I am concerned there may be some adult age students in the class that may require help.

Mrs. George questioned the use of the Alternate School as a possible location.

Mr. Salvatore – There is no space currently at that location to house these students. The parents will bring the students here to 540 Broadway which will alleviate the need for transportation.

Mr. Grant – I am concerned as well regarding the age of the students.

Mrs. George – Since we are saving money by bringing the students back perhaps we can use those funds for an additional staff member.

2. The utilization of Achieve 3000

Mr. Salvatore – I will hold this report until next month in order to give the Board a proper update on the successes of this program. Currently 60% of students use this program after school. This might be an opportunity to use this program for summer school as well. There is a lot of information that speaks to reading; that if a student reads 40 articles, he/she will advance his or her reading level by one year.

Mr. Grant – What grade levels are currently using this program?

Mr. Salvatore – Grades 2 through 12.

3. PARCC updates

Mr. Salvatore – We are finalizing the specifications needed in order to purchase the devices that would be used for PARCC assessment. We have narrowed it down to a device that is built like a tablet with an attached key board that has all of the Microsoft applications they need and is PARCC compliant. The cost will be approximately \$300.

Mr. Grant – How well are our students prepared?

Mr. Salvatore – We are preparing our students for the assessments. However, there will be some difficulties for some students. Some students may actually wind up taking 3 assessments this year; the state assessment, NAEP and PARCC.

4. NASA Science Program

Mr. Salvatore – Our students have a very exciting opportunity to work with the NASA space program. The program is designed to create partnerships within the community. We have 3 staff members who are very interested in participating in this program. Jena Carpenter has taken the lead. Joey Keagle and Don Clark are also interested. This cost to participate is approximately \$21,000.

Mr. Zambrano – Can we contact Congressman Pallone’s office for some type of grant to help with the project?

Mr. Salvatore – We can look into it.

DISCUSSION

Mr. Parnell –There is a new law with respect to institutions with solar panels on the roof to alert fire departments. There is a triangle shaped sign to be posted.

Mr. Salvatore – I will look into it.

Mr. Dangler questioned inconsistencies regarding male and female coaching stipends.

Mr. Salvatore – I receive a recommendation from the Athletic Department and based on experience that is how the staff is determined.

Mrs. Perez is concerned about whether the experience is being equitably reviewed.

Ms. Dudick – When a staff member is on a step, they are frozen on that step for the duration of the guide. The money will move but the steps do not.

Mr. Covin – If a mistake has been made I don’t think that it is fair for the employee to be penalized by taking the money away from them, especially if it was our fault.

Mr. Salvatore – I will review the situation and get back to you.

Mr. Dangler – I’d like to know if the Board would be willing to pay \$470 for Mr. Covin to attend a black college tour for the purposes of recruiting.

Mr. Salvatore – It is not the money that is the issue here. The issue is that recruiting should not be done by Board of Education members. The recruiting is done by the administration and the Superintendent makes the recommendation to the Board for hiring. If Board of Education members are recruiting then you are getting into a situation where the Board is making the recommendations and that would not be proper procedure. As far as Board members reaching out to other organizations and colleges and talking about Long Branch and what we have to offer, that in itself would be fine but not for the purposes of “recruiting”.

Mrs. Critelli relayed her experience in her district, explaining that staff would go out and try to talk to potential candidates about coming to the district and applying for positions.

Mr. Salvatore – That’s OK because that is the administration reaching out.

Mr. Grant – I am still concerned regarding the fact that there have not been any volunteers coming forward to lead the Black Culture Club. I am also concerned about the 1 to 218 ratio of guidance counselors to students. Years ago black students received a lot of support from the community and families and that is not happening today. The students are not aware of what is available to them.

Mr. Salvatore disagreed with Mr. Grant and cited 2 examples of students who spoke very highly of the guidance department and the opportunities made available to them and the goals they were able to achieve.

Mr. Covin – Facilitators such as Sue Harrison fill in the gap for the guidance counselors so students have additional support.

Mr. Grant – We need to do something to keep students motivated.

Mr. Covin – We have a lot of teachers that go above and beyond.

Mrs. Critelli – We have discussed this at length at our committee meetings and it is important that we keep the Board up to date on what we discuss as well as educating the committee. We could reach every student but the key is to get the information out there too.

K. ADJOURNMENT – 10:12 P.M.

There being no further discussion, motion was made by Mr. Parnell, seconded by Mr. Dangler and carried by roll call vote that the Board adjourn the meeting at 10:12 P.M. Ayes (8), Nays (0), Absent (1) Mr. Menkin

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary