

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

**MINUTES**

**JANUARY 28, 2015**

The Agenda Meeting of the Long Branch Board of Education was held in the Long Branch Middle School auditorium, 350 Indiana Avenue, Long Branch, New Jersey.

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

**A. ROLL CALL**

Mr. Parnell – President  
Mrs. George – Vice President  
Mrs. Perez

Mr. Grant  
Dr. Critelli  
Mr. Dangler - absent

Mr. Zambrano  
Mr. Covin – absent  
Mrs. Widdis – 7:10 P.M.

**Administrator's Present**

Dr. Salvatore  
Mr. Freeman

Mr. Genovese  
Mrs. Valenti

Ms. Dudick

**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. Mr. Genovese 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**

Mr. Parnell, Board President, saluted the flag and led the Pledge of Allegiance.

**C-1. STATEMENT TO THE PUBLIC**

Mr. Parnell 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. All agenda attachments are available for public review. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

**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 18, 2014
- Executive Session minutes of November 18, 2014
- Regular Meeting minutes of November 19, 2014
- Re-organization Meeting minutes of January 7, 2015
- Executive Session minutes of January 7, 2015

**E. SECRETARY'S REPORT**

**1. BUDGET TRANSFER REPORTS – FY15 NOVEMBER AND FY15 DECEMBER TRANSFERS**

I entertain a motion that the Board approve the following Budget Transfer Resolution (which will be labeled **APPENDIX A** and made part of the permanent minutes upon Board approval).

**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 FY15 November and FY15 December Transfers as listed be approved for the months ending November 30, 2014 and December 31, 2014.

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

Ayes:

Nays:

Absent:

Date: January 29, 2015

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

**2. BOARD SECRETARY'S REPORTS – NOVEMBER 30, 2014 AND DECEMBER 31, 2014**

I entertain a motion that the Board approve the Board Secretary's Report for the months ending November 30, 2014 and December 31, 2014 (which will be labeled **APPENDIX B** and made part of the permanent minutes upon Board approval).

**3. REPORTS OF THE TREASURER – NOVEMBER 30, 2014 AND DECEMBER 31, 2014**

I entertain a motion that the Board approve the Report of the Treasurer for the months ending November 30, 2014 and December 31, 2014 (which will be labeled **APPENDIX C** and made part of the permanent minutes upon Board approval).

**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, 2014 and December 31, 2014 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).

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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, 2014 and December 31, 2014 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.

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

Ayes:  
Nays:  
Absent

Date: January 29, 2015

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

Motion was made by Mrs. George, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (E-6).

Ayes (5), Nays (0), Abstain (1) Dr. Critelli, Absent (3) Mr. Dangler, Mr. Covin and Mrs. Widdis

6. **BILLS AND CLAIMS – NOVEMBER 14 – 30, 2014, DECEMBER 1 – 30, 2014 AND JANUARY 1 – 28, 2015 FOR CHRIST THE KING, ANDREW CRITELLI AND LAURA WIDDIS**

That the Board approve the November 14 – 30, 2014, December 1 – 30, 2014 and January 1 – 28, 2015 bills and claims for Christ the King, Andrew Critelli and Laura Widdis (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

Motion was made by Mrs. George, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (E-7).

Ayes (6), Nays (0), Absent (3) Mr. Dangler, Mr. Covin and Mrs. Widdis

7. **BILLS AND CLAIMS – NOVEMBER 14 – 30, 2014, DECEMBER 1 – 30, 2014 AND JANUARY 1 – 28, 2015 EXCLUDING CHRIST THE KING, ANDREW CRITELLI AND LAURA WIDDIS**

That the Board approve the November 14 – 30, 2014, December 1 – 30, 2014 and January 1 – 28, 2015 bills and claims excluding Christ the King, Andrew Critelli and Laura Widdis (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – NOVEMBER 30, 2014 AND DECEMBER 31, 2014**

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, 2014 and December 31, 2014 (which will be labeled **APPENDIX E** and made part of the permanent minutes upon Board approval).

9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF NOVEMBER 30, 2014 AND DECEMBER 31, 2014**

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, 2014 and December 31, 2014 (which will be labeled **APPENDIX F** and made part of the permanent minutes upon Board approval).

Dr. Salvatore reviewed with the Board the current enrollment at each grade level and pointed out some significant increases in the second grade where there are over 400 students currently registered.

Mrs. Widdis arrived at 7:10 P.M.

Dr. Salvatore reviewed the Agenda with the Board of Education.

**F. SUPERINTENDENTS REPORT**

**1. STUDENT COUNCIL PRESIDENT'S REPORT**

**2. SCHOOL PRESENTATION**

This year the Gregory School has embraced Stephen Covey's "7 Habits of Highly Effective People" and applied it to the daily lives of our elementary students through "The Leader in Me.". Our students are about leadership and most importantly, about themselves each and every day. The presentation is a celebration of leadership: Past, Present and Future.

**3. PRESENTATION OF AWARDS**

**A) AWARDING OF TENURE CERTIFICATES**

The Board and I would like to extend our congratulations to the following staff members who have attained tenure in the Long Branch Public Schools:

**PUPIL PERSONNEL SERVICES**

Presented by: Nelyda Perez

**MICHELLE CRISCI** - Speech/Language Specialist

**AMERIGO A. ANASTASIA SCHOOL**

Presented by: Francisco Rodriguez

**ALIA VARGAS** - Teacher

**DIANE WARTMANN** - Teacher

**GEORGE L. CATRAMBONE SCHOOL**

Presented by: Christopher Volpe

**ELAINE CHAVEZ** - Teacher

**JAMES HARPER** - Teacher

**GREGORY SCHOOL**

Presented by: Beth Behnken

**KIMBERLY PAGAN** - Teacher

**JOSEPH M. FERRAINA EARLY CHILDHOOD LEARNING CENTER**

Presented by: Loretta Johnson

**LINDA BENNETT** - Teacher

**F. SUPERINTENDENTS REPORT (continued)**

**3. PRESENTATION OF AWARDS (continued)**

**A) AWARDING OF TENURE CERTIFICATES (continued)**

**MIDDLE SCHOOL – SCIENCE & COMPUTER TECHNOLOGY ACADEMY**

Presented by: Evelyn Cruz

**ERIKA TUSI** - Teacher

**HIGH SCHOOL – SCHOOL OF LEADERSHIP: CIVIC, BUSINESS & EDUCATION**

Presented by: Frank Riley

**NICOLE CATTELONA** - Teacher

**HIGH SCHOOL – SCHOOL OF VISUAL & PERFORMING ARTS**

Presented by: Kristen Ferrara

**ALISSA GALLO** - Teacher

Dr. Salvatore – The awarding of tenure certifications will change in the future, specifically for teachers of grade levels 4 through 8, due to the fact that the final evaluations for the staff members will not be completed until January of the subsequent year. As a result of this new format, you will begin to see more tenure awards in the month of January.

**B) DISTRICT VOLUNTEERS**

Leah Freer  
June Turner  
Pauline Bailo  
Anne-Sophie Delauney-Lehman  
Karen Haney  
Josie Kent  
Fabrini Cronin  
Danah Jetter

Tamica Jetter  
Patricia Pierre Louis  
Michelle Hammond  
Victoria Sesty  
Teresa Benosky  
Dorothy Suggs  
Ashley Benner

**C) TEACHER OF THE MONTH – NOVEMBER**

**MEGHANN CAVANAGH**, Teacher, Morris Avenue School, presented by Mr. Parnell

**D) TEACHER OF THE MONTH – DECEMBER**

**CYNTHIA CRISANAZ**, Teacher, Middle School presented by Mr. Parnell

**F. SUPERINTENDENTS REPORT (continued)**

**3. PRESENTATION OF AWARDS (continued)**

**E) SUPPORT STAFF OF THE MONTH – NOVEMBER**

**ELVIA FRANCO**, Instructional Assistant, Gregory School, presented by Mr. Parnell

**F) SUPPORT STAFF OF THE MONTH – DECEMBER**

**GINA GRADONE**, Instructional Assistant, Morris Avenue School, presented by Mr. Parnell

## **G. GENERAL ITEMS**

### **Comments from the Operation and Management Committee Chair (APPENDIX P-1)**

Mr. Zambrano reviewed with the Board information regarding some technology initiatives including the lack of funding through e-rate which will put some strain on the budget beginning this year. He also briefed the Board regarding renovations to the old High School.

Dr. Salvatore – Approximately \$2.1 million of the renovations necessary to the old High School are code issues. With regards to the Long Range Facility Plan, we are reviewing the program at Hand in Hand due to the significant decrease in the number of children being cared for.

Mrs. George expressed her desire to keep that program based on the services that are provided.

Mr. Grant concurred.

Dr. Salvatore – We are in the early stages of review. We will bring the completed analysis to the Board over the next couple of months. The State has expressed a concern based on the lack of enrollment and it is possible that they may pull the funding.

Additionally, once the project at the old High School has been completed the Audrey W. Clark School could very easily be converted back into an elementary school again.

### **Comments from the Instruction and Programs Committee Chair (APPENDIX P-2)**

Mr. Zambrano, in the absence of Mr. Covin, briefed the Board on the many new initiatives happening throughout the district. One of the most significant is the Innovate NJ Science Pilot in which we have partnered with 2 other districts in the State of New Jersey, Spotswood and Springfield. The criteria for partnership was a difference in population and creation of an innovative program to aid in student development. Our science project is a way to bring children into high level learning and give them the opportunity not just to participate in science but to use that as a “hook” for language arts as well.

### **Comments from the Communications/Security Committee Chair (APPENDIX P-3)**

Mr. Grant discussed with the Board the concerns of the committee regarding the district calendar for the 2015 – 2016 school year. One idea was to start school prior to Labor Day. Another tentative calendar was to start school after Labor Day. The holiday break was also a concern as well as extending the school year. The committee will meet to finalize the calendar after reviewing the options and will make a recommendation to the full Board at the next meeting.

Mrs. George inquired about losing February 17, 2015 for the snow day we had recently; is this a State requirement or something we do?

Dr. Salvatore – We have listed on the school calendar in order of which days we will be giving up each school day we are closed due to an inclement weather event.

We have included a list of programs for Black History month on the agenda for tonight and tomorrow night as well.

Mr. Grant – Can the public get additional notification of the scheduled events?



Dr. Salvatore – Yes. Additionally, in conjunction with the Long Branch Police Department, police officers will be escorted by safe school environment staff members to walk our buildings to become familiar with students as well as the lay-out of the schools.

Mrs. Perez – The canine class graduation at the High School was a great event. It would be great if the students were able to see this the next time we host it.

Mr. Grant requested information regarding the email that was received on the lock out that took place.

Dr. Salvatore – A young girl was approached by someone in a car who asked her if she wanted a ride. She became nervous and left, the car drove away. The school went into lock out for a period of time while the police were conducting their investigation.

1. **TRANSPORTATION JOINTURE WITH NEPTUNE**

I recommend the Board approve a transportation jointure with Neptune Board of Education for the 2014-2015 School Year to transport one (1) Long Branch student to/from Class Academy at a cost of \$1,429.20.

2. **TRANSPORTATION JOINTURE WITH MOESC**

I recommend the Board approve the transportation routes with Monmouth-Ocean Educational Services Commission for the 2014-2015 school year as follows:

<b>Special Ed/Vocational/Homeless</b>	<b>\$392,877.78</b>
<b>Non Public</b>	<b>\$187,326.06</b>
<b>ESC Management fees (5%)</b>	<b><u>\$ 30,537.06</u></b>
	<b>\$610,741.14</b>

3. **APPROVAL OF PERFORMANCE OF DISTRICT EMERGENCY EVACUATION DRILLS FOR THE 2014/2015 SCHOOL YEAR**

I recommend the Board approve the following Resolution:

**RESOLUTION**

**WHEREAS**, the Department of Education in the State of New Jersey requires that two (2) emergency evacuation drills be conducted every school year in accordance with New Jersey Administrative Code N.J.A.C. 6A:27-11.2 and,

**WHEREAS**, said drills must be recorded and documented in the Board of Education minutes,

**NOW THEREFORE BE IT RESOLVED**, that said drills were performed and documented as per attached (**APPENDIX G**).

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

Ayes:

Nays:

Absent:

Date: January 29, 2015

**G. GENERAL ITEMS (continued)**

**4. APPROVAL TO RATIFY THE SUBMISSION OF THE FY16 EARLY CHILDHOOD BUDGET**

I recommend the Board ratify the submission of the FY16 Early Childhood budget to the Department of Education (**APPENDIX H**).

**5. RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2014 – 2015 SCHOOL YEAR**

I recommend the Board approve the following resolution:

**RESOLUTION**

**WHEREAS**, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

**WHEREAS**, the Long Branch Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

**WHEREAS**, the Long Branch Board of Education desires to authorize its purchasing agent for the 2014 – 2015 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

**NOW THEREFORE BE IT RESOLVED**, that the Long Branch Board of Education does hereby authorize the district's purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed:

<b><u>Commodity/Service</u></b>	<b><u>Vendor</u></b>	<b><u>State Contract #</u></b>
Vehicles, Cargo Vans, Minivan/ Class 1/2/3. Regular/Extended	Chas. S. Winner Inc., DBA Winner Ford	83173

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

Ayes:

Nays:

Absent:

Date: January 29, 2015

**6. APPROVAL TO ACCEPT ADDITIONAL FY12 IMPACT AID**

I recommend the Board approve to accept additional Impact Aid funding for FY12 in the amount of \$2,601.18.

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

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

**G. GENERAL ITEMS (continued)**

**7. APPROVAL TO ACCEPT ADDITIONAL FY15 IMPACT AID**

I recommend the Board approve to accept additional Impact Aid funding for FY15 in the amount of \$13,472.94.

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

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

**8. APPROVAL TO FILE THE FY16 IMPACT AID APPLICATION**

I recommend the Board approve the filing of the FY16 Impact Aid application. The amount will be determined by the federal government. The application due date is February 2, 2015.

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

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

**9. APPROVAL TO FILE THE CHAMPIONS FOR HEALTH KIDS GRANT APPLICATION**

I recommend the Board approve/ratify the filing of the Champions for Healthy Kids grant application in the amount of \$20,000 on behalf of the Middle School.

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

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

**10. APPROVAL TO PARTICIPATE IN THE FRESH FRUIT AND VEGETABLE PROGRAM**

I recommend the Board approve the agreement with the New Jersey Department of Agriculture to add the Amerigo A. Anastasia School to participate in the Fresh Fruit and Vegetable Program from February 1, 2015 to September 30, 2015.

Mr. Grant – Do we have an increased participation in the lunch program? In one report that I read, student participation on a Monday in another school district was extremely high based on the fact that students probably didn't have many meals over the weekend.

Dr. Salvatore – We do have a large population of free and reduced lunch, many of our students eat for free. We bus the students in 20 minutes before the start of school so that they can participate in the breakfast program.

**11. APPROVAL TO UPDATE LONG RANGE FACILITY PLAN**

I recommend the Board approve the update to the Long Range Facility Plan.

**G. GENERAL ITEMS (continued)**

**12. GIFTS TO SCHOOLS**

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

**Donated by:**

Paul Fleming	\$500 (approximate value)	LAX Equipment
Betty Ging	\$100 (approximate value)	1 Lester Brand Betsy Ross spinet box piano (2 pedal) with bench
United Way of Monmouth County	\$9,360.00	Brand new clothes (hats, gloves, scarves, coats, etc.)
Long Branch Public Library	\$1,400.00	New books for PreK – 12 students

**H. PERSONNEL ACTION**

**13. RESOLUTION**

I recommend the Board approve the Resolution to re-instate Carlos Vega –  
**APPENDIX I.**

**14. CERTIFIED STAFF:**

I recommend the Board approve/ratify the appointment of the following named individuals 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.

**MICHAEL GREEN**

Social Studies Teacher  
High School  
BA, Step 1  
\$48,801

Education: Monmouth University

Certification: Teacher of Social Studies

Replaces: J. Goldman

(Acct#:15-140-100-101-000-01-00)(UPC#:0132-01-SOCST-TEACHR)

Effective: February 2, 2015

**15. EMPLOYMENT OF PART-TIME BUS DRIVER 2014-2015 SCHOOL YEAR**

I recommend the Board approve the employment of the following named individual as part time bus driver, effective February 2, 2015:

**JASON ANDREWS**, as Part-Time Bus Driver, at a rate of \$18.30/hr. Replaces: L. Kologi  
(Acct#:11-000-270-160-000-12-00)(UPC#:1023-12-TRANSP-DVRPT)

**H. PERSONNEL ACTION (continued)**

**16. EMPLOYMENT OF PART-TIME BUS AIDE 2014-2015 SCHOOL YEAR**

I recommend the Board approve the employment of the following named individual as part-time bus aide, effective February 2, 2015:

**JESUS GALARZA**, as Part-time Bus Aide, at a rate of \$11.90/hr. Replaces: L. Schweitzer (Acct#:11-000-270-107-000-12-00) (UPC#:1146-12-TRANSP-AIDPT)

**17. EMPLOYMENT OF TECHNICAL SUPPORT FIELD SPECIALIST**

I recommend the Board approve the employment of the following named individual as Field Technician Specialist, effective date pending criminal history:

**FRANK KAVANAGH**, as Technical Support Field Specialist, at a pro-rated rate of \$34,816. (Acct#:11-000-252-100-000-12-00) (UPC#:1168-12-TECHNL-TECHN)

**18. RETIREMENT**

I recommend the Board accept with regret and best wishes the retirement of the following individual:

**MARK STEINBRICK**, Middle School Leadership Academy guidance counselor, effective January 1, 2015. Mr. Steinbrick has a total of thirteen (13) years of service.

**19. RESIGNATION – CONTRACTUAL POSITION**

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

**JESSICA EMLEY**, Lenna W. Conrow School instructional assistant, effective November 20, 2014

**JASON GOLDMAN**, High School Social Studies teacher, effective February 19, 2015.

**JENNIFER KUFFA**, High School English teacher, effective January 30, 2015 or sooner if a suitable replacement is found.

**20. RESIGNATION – STIPEND POSITION**

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

**KRISTEN CURRY**, Middle School Homework Club advisor, effective November 20, 2014

**ELISA PEREZ**, High School Winter Athletics Weightroom supervisor, effective January 5, 2015

**JENNIFER RUBIN**, Lenna W. Conrow School Technology/Distance Learning advisor (TDLA), effective December 5, 2014.

**ALLYSON WINTER**, Middle School NCLB team leader, effective December 19, 2014.

**21. STIPEND APPOINTMENTS - 2014-2015 SCHOOL YEAR**

I recommend the Board approve/ratify the appointment of the following stipend position for the 2014-2015 school year:

**6<sup>th</sup> Period**

Tara Okun, High School

\$4,500.00\*

(\*retroactive to September 2014)

**H. PERSONNEL ACTION (continued)**

**22. ANNUAL STIPEND APPOINTMENTS - 2014-2015 SCHOOL YEAR**

I recommend the Board approve/ratify the appointment of the following annual stipend positions for the 2014-2015 school year:

**DISTRICT**

**Adult/ESL Evening Program Team Leader** \$29.87/hr.  
Monica Avaria

**Adult/ESL Evening Program Teachers** \$24.21/hr.  
Claudia Netti, Maria Gomez, Wallace Morales

**Adult ESL/Evening Program Substitute Parent Asst.** \$11.33/hr.  
Elsa Villalobos

**Head Teacher – Consumer Science Technology, Pre K-12** \$7,000.00\*  
Leslie Geraghty *(\*retroactive to September 2014)*

**Perkins Special Needs Program Advisor** \$22.66/hr.  
Jenna Camacho, Dennis O'Keefe

**Home Instruction** \$28.84/hr.  
Courtney McArdle

**HIGH SCHOOL**

**After School High School Course for Credit Teacher** \$5,000.00  
Salome Monteiro

**MIDDLE SCHOOL**

**After School Bilingual Tutorial Program Teachers** \$24.21/hr.  
Nicole Carroll, Ashley Stubbington

**Innovative NJ Community Tutor Advisors** \$24.21/hr.  
Tiffani Monroe, Elizabeth West

**National Junior Honor Society Advisor** \$750.00  
Dawn Graham

**NCLB School Improvement Leader – Language Arts Literacy** \$3,500.00\*  
Maureen Alexander *(\*prorated)*

**AMERIGO A. ANASTASIA SCHOOL**

**Head Teacher – English/Language Arts** \$3,350.00  
Erin Smith

**Head Teacher – Mathematics** \$3,350.00  
Cheryl Merer

**RTI (Response to Intervention) TUTORS** \$24.21/hr.

**ELA**

Katherine Koar, Deirdre Murray, Brenda Itzol, Diane Wartman

H. **PERSONNEL ACTION (continued)**

22. **ANNUAL STIPEND APPOINTMENTS - 2014-2015 SCHOOL YEAR (continued)**

**AMERIGO A. ANASTASIA SCHOOL (continued)**

**RTI (Response to Intervention) TUTORS (continued)** \$24.21/hr.  
**MATH**  
Noemia Vidasinha, Cheryl Merer

**Grades 1-2**  
Jillian Blair, Pauline Cieri, Maria Gomez, Michelle Swobodzien

**ENRICHMENT** \$24.21/hr.  
Jessica Alonzo, Melissa Heggie, Irina Kinley, Erin Smith, Lisa Zwerin, Markus Rodriguez

**AUDREY W. CLARK SCHOOL**

**ELEM Afterschool Academic Activities Advisors/Tutors** \$24.21/hr.  
Jennifer Knaup  
Aaron Collins (substitute)

**Long Branch Steppers Club Advisors** \$25.00/hr.  
Lindsay Bickley, Yvette Rice, Jack Stovall

**MS Alternative/Challenge: Homework Club Advisors** \$24.21/hr.  
Jamie Bazydlo, Maureen Kmet  
Claudia Giron (substitute)

**HS Alternative/Achievement: Academic Lab Instructors** \$24.21/hr.  
Kirsty Corcoran  
Blair Kiss (substitute)

**GEORGE L. CATRAMBONE SCHOOL**

**Head Teacher – English/Language Arts** \$3,350.00\*  
Elisa Perez (*\*pro-rated February – June*)

**Head Teacher – Mathematics** \$3,350.00\*  
Jose Melendez (*\*pro-rated February – June*)

**Innovative NJ Community Tutor Advisors** \$24.21/hr.  
Stacie Broderick, Brenda Itzol

**RTI (Response to Intervention) TUTORS** \$24.21/hr.  
**ELA**  
Noelle Brown, Javiere Conchon-Vergara, Katie Gervolino, James Harper, Robert Luehman, William Lisa

H. **PERSONNEL ACTION (continued)**

22. **ANNUAL STIPEND APPOINTMENTS - 2014-2015 SCHOOL YEAR (continued)**

**GEORGE L. CATRAMBONE SCHOOL (continued)**

**RTI (Response to Intervention) TUTORS (continued)** \$24.21/hr.

**MATH**

Amanda Ciaglia, Maria LaSalle, Amanda Liska, Catarina Lopes, Maria Manzo, Jose Melendez, Tarik Morrison, Allison Peduto, Kalli Stavarakis, Kelly Vargas

**GRADES 1-2**

Dana Hochstaedter, Allison Munoz-Cassidy

**ENRICHMENT**

\$24.21/hr.

Donna Clay, Sarah Kaplan, Lisa Roesch

**GREGORY SCHOOL**

**Head Teacher – English/Language Arts**

\$3,350.00\*

Elizabeth Muscillo

(\*pro-rated February – June)

**Head Teacher – Mathematics**

\$3,350.00\*

Laura Widdis

(\*pro-rated February – June)

**RTI (Response to Intervention) TUTORS**

\$24.21/hr.

**ELA**

Edna Newman, Patricia McArdle, Alisha Bozeyowski, Elizabeth Muscillo, Cari Rock

**MATH**

Cheryle Haynes, Chad King, Lauren Crupi, Erich Krumich, Megan Farrell

**ENRICHMENT**

\$24.21/hr.

Patricia Bruckner, Kourtney Dillon, Laura Widdis

23. **COACHING/ATHLETIC STIPENDS: SPRING 2014-2015 SCHOOL YEAR**

I recommend the Board approve/ratify the following spring coaching/athletic stipend positions for the 2014-2015 school year:

**HIGH SCHOOL**

**Boys Varsity Volleyball Head Coach**

Nemeil Navarro

Step 6

\$3,101.00

**Boys Varsity Tennis Head Coach**

Linda Mango

Step 10

\$4,438.00

**Boys/Girls Golf Head Coach**

Nicholas Tranchina

Step 7

\$3,161.00



H. **PERSONNEL ACTION (continued)**

23. **COACHING/ATHLETIC STIPENDS: SPRING 2014-2015 SCHOOL YEAR (continued)**

**HIGH SCHOOL (continued)**

**Boys Varsity Track Head Coach**

Daniel George	Step 10	\$6,817.00
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**Girls Varsity Track Head Coach**

Raleigh Woodruff	Step 7	\$4,774.00
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**Boys Varsity Baseball Head Coach**

John Perri	Step 10	\$6,817.00
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**Boys Varsity Lacrosse Head Coach**

Francis Panullo	Step 6	\$4,682.00
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**Girls Varsity Lacrosse Head Coach**

Gabriela Dempsey	Step 6	\$4,682.00
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**Girls Varsity Softball Head Coach**

Laura Bland	Step 6	\$4,682.00
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**Asst. Equipment Manager**

Jamie Hayes	Step 6	\$2,395.00
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**Weightroom Supervisor (a.m.)**

Terrence King	Step 6	\$784.00
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**Weightroom Supervisors (p.m.)**

Richard Ricigliano, Jessica Rodriguez	Step 6	\$784.00
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**MIDDLE SCHOOL**

**Girls Softball Head Coach**

Samantha Gallo	Step 6	\$2,537.00
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**Boys/Girls Track & Field Head Coach**

Robert Stout	Step 6	\$2,537.00
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**Boys Baseball Head Coach**

Brian Howell	Step 9	\$3,263.00
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**Athletic Site Supervisors (per athletic event fee schedule)**

Michael Jones, Kristopher Parker, Eric Peters

**MS/HS Athletic Event Workers (ticket sellers, ticket takers, timers, security)  
(per athletic event fee schedule)**

Veronica Billy, Bruce Clay, Maureen Alexander, Andrew Balina, Dorothy Bowles, Barbara Greely, Molly Guzman, Brenda Itzol, Margaret Johnson, Kimberly Jones, Michael Jones, Blair Kiss, Joseph Lebron, Linda Mango, Rosa Melo, Deirdre Murray, Nancy O'Toole, Angela Olivadoti, Kristopher Parker, Eric Peters, Yvette Rice, Terri Roberts, Ana Saner, Ana Silva, Juliette Trombetta, Jamie Tvrdik-Gough, Charles Widdis

**H. PERSONNEL ACTION (continued)**

**24. TEACHER/MENTOR PROGRAM**

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

**MENTEE**

Heather O'Neill  
Jessica Emley  
Alyssa Platts  
Shawn Brown

**MENTOR**

Shannon Coyle  
Nicole Howell  
Catarina Servidio  
John O'Shea

**25. FAMILY/MEDICAL LEAVE OF ABSENCES**

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

**26. 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)**.

Dr. Salvatore – The National Conference is coming up in March. Only 2 individuals will be able to attend.

Mrs. Widdis expressed an interest in attending.

Mr. Grant stated that if no one else was interested he would be able to attend.

Mr. Parnell stated that he would check with Mr. Covin to see if he is interested in going.

Dr. Salvatore requested that the members decide on who will be attending prior to the February agenda in order to get the necessary approval before the conference.

**27. CHANGE OF TRAINING LEVEL**

I recommend the Board approve a change of training level for the following individual effective February 1, 2015:

**JOLIE EVANS**, Gregory School teacher, to move from BA +30 to MA on teacher's salary guide.

**CHANTAL GUDZAK**, Amerigo A. Anastasia School teacher, to move from BA to MA on teacher's salary guide.

**DENNIS O'KEEFE**, High School teacher, to move from BA +30 to MA on teacher's salary guide.

**ANDREW CRITELLI**, Amerigo A. Anastasia School teacher, to move from BA to BA +30 on teacher's salary guide.

**H. PERSONNEL ACTION (continued)**

**28. SUBSTITUTE TEACHERS**

I recommend the Board approve the following substitute teachers:

Ariana Torres	Francisco Cordero
William Johnson	Derrell Sapp
Jamie Tvrdik-Gough	Mary Benner
Felicia Clark	Joanne Dinero
Alexander Isaacs	Jennifer Linnell
Alda Viegas	Ciara Clayton
Amanda Kaley	Joanne Kudrick
Olga Monahan	Pamela Niblack
Tatiana Newcomer	Nicole DeSimone
Francisco Cordero	Christopher Clarity
Brian Rooney	Meagan McCarthy
Donna Dortissant	Christopher Clarity
Jeffrey Brace	Zachary Bessette

**29. SUBSTITUTE CORRIDOR AIDES**

I recommend the Board approve the following substitute corridor aides:

Renee Brouwer	Alda Viegas
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**30. SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

I recommend the Board approve the following substitute instructional assistants:

Kristyona Abel	Tavea Bradford
Melinda D'Amelio	Kimberly Gabriel
Josephine Santiago	Solange Simpson
Ciara Clayton	Isadora Bussem
Victoria Lewis	Kera Crosby
Patricia Brown	Danielle Fellona
Donna Dortissant	Jeffrey Brace
Zachary Bessette	

**31. SUBSTITUTE SOCIAL WORKER**

I recommend the Board approve the following substitute social worker:

Sarina Mulleavey

**32. SUBSTITUTE CUSTODIANS**

I recommend the Board approve the following substitute custodians:

Tony Labruzzo	James Percy
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**33. SUBSTITUTE BUS AIDE**

I recommend the Board approve the following substitute bus aide:

Linda Schweitzer

## **H. PERSONNEL ACTION (continued)**

### **34. STUDENT TEACHER/INTERN PLACEMENT**

I recommend the following individuals be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2014-2015 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

<b><u>Adelphi University</u></b>	<b><u>Spring 2015</u></b>	<b><u>Jan. – May 2015</u></b>
Lauren Flauta	AAA	Pauline Cieri
<b><u>Monmouth University</u></b>	<b><u>Spring 2015</u></b>	<b><u>Jan. – May 2015</u></b>
Karen Guaman	GRE	Laura Widdis 8wks
Karen Guaman	GRE	Alisha Hagerman 7wks
<b><u>Indiana University</u></b>	<b><u>Spring 2015</u></b>	<b><u>Jan. – May 2015</u></b>
Raymond McCue	GLC	Jacqueline Raccuia

## **I. STUDENT ACTION**

### **35. 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 L**).

### **36. FIELD TRIP APPROVALS**

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

### **37. 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 N**.

### **38. APPROVAL OF 2014 – 2015 SCHOLARSHIPS AND CREATION OF THE IVANNA PORTILLO MEMORIAL SCHOLARSHIP**

I recommend the Board approve the 2014 – 2015 scholarships listed on **APPENDIX O** and approve the creation of the Ivanna Portillo Memorial Scholarship. This scholarship will be awarded each year to 2 students in the amount of \$250 each, who have participated in field hockey for 3 seasons or more, will be attending a 2 or 4 year college in the fall, has a GPA of 3.2 or better and completion of an essay.

I. **STUDENT ACTION (continued)**

39. **PLACEMENT OF ATYPICAL STUDENTS OUT OF DISTRICT AND TRANSPORTATION NEEDS**

I recommend the Board approve the placement of, and provide transportation for the 2014-2015 school year for the following students:

**CHILDREN'S CENTER OF MONMOUTH COUNTY**  
**NEPTUNE, NEW JERSEY**

Tuition: \$50,569.20/Student/Year  
Transportation  
Effective: 01/05/2015

ID #7959193860, classified as Eligible for Special Education and Related Services.

NOTE: An Out of District placement as recommended by the Child Study Team and in agreement with parent.

**THE WOODCLIFF ACADEMY**  
**WALL, NEW JERSEY**

Tuition: \$28,286.16/Student/Year  
Transportation  
Effective Date: 01/05/2015

ID# 5283988592, classified as Eligible for Special Education and Related Services

Note: Due to behavioral concerns, the Child Study Team is in agreement to accept placement to The Woodcliff Academy School.

40. **PLACEMENT OF ATYPICAL STUDENT OUT OF DISTRICT**

I recommend the Board approve the placement of the student listed for the 2014 – 2015 school year:

**ARCHWAY PROGRAMS**  
**ATCO, NEW JERSEY**

Tuition: \$33,613.20/Student/Year  
Effective Date: 01/14/2015

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

Note: Student was terminated from Black Horse Pike Regional School District due to continued behavioral concerns.

I. **STUDENT ACTION (continued)**

41. **TRANSFER OF PLACEMENT BY THE NEW JERSEY DEPARTMENT OF CHILD BEHAVIORAL HEALTH SERVICES**

I recommend the Board approve the transfer of placement for the following student who was placed by the New Jersey Department of Child Behavioral Health Services in a new group home setting in Ewing, New Jersey.

**FROM:**

**COMMUNITY TREATMENT SOLUTIONS RTC/  
LEGACY TREATMENT PROGRAM  
MARY A. DOBBINS SCHOOL  
TRENTON, NEW JERSEY**

Tuition: \$58,770.00/Year  
Effective Dates: 9/4 – 12/5/14

**TO:**

**MENTOR SPECIALTY GROUP HOMES PROGRAM  
EWING HIGH SCHOOL  
EWING, NEW JERSEY**

Tuition: \$13,754.00/Year  
Effective Date: 12/8/14

ID #1614218720, non-classified student.

NOTE: Student was accepted into Mentor Specialty Group Home Program and attending Ewing High School

42. **RECOMMENDATION OF PERSONAL ONE TO ONE AIDE FOR AN ATYPICAL STUDENT OUT OF DISTRICT FOR THE 2014-2015 SCHOOL YEAR**

I recommend the Board approve a personal one to one aide for an atypical out of district student for the 2014 – 2015 school year as listed below:

\*Extraordinary Services: \$16,254.00/Year

Student ID # 4139884141, classified as Eligible for Special Education and Related Services.

Note: Due to behavioral concerns, the Child Study Team recommends a personal One to One Aide while at Coastal Learning Center.

43. **TERMINATION OF ATYPICAL STUDENT OUT OF DISTRICT AND TRANSPORTATION FOR THE 2014-2015 SCHOOL YEAR**

I recommend the Board approve the termination, and discontinue transportation for the 2014-2015 school year for the following students:

**COASTAL LEARNING CENTER/SOUTH  
HOWELL, NEW JERSEY**

Tuition: \$50,116.00/Student/Year  
Effective Date: 11/19/14

ID #4245289980, classified as Eligible for Special Education and Related Services.

NOTE: Student was placed at a juvenile detention center as of January 6, 2015

I. **STUDENT ACTION (continued)**

43. **TERMINATION OF ATYPICAL STUDENT OUT OF DISTRICT AND TRANSPORTATION FOR THE 2014-2015 SCHOOL YEAR (continued)**

**COASTAL LEARNING CENTER/SOUTH  
HOWELL, NEW JERSEY**

Tuition: \$50,116.00/Student/Year  
Effective Date: 11/19/14

ID #7480748965, classified as Eligible for Special Education and Related Services.

NOTE: Student withdrew from school and will be attending Brookdale Community College.

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT  
BLACKWOOD, NEW JERSEY**

Tuition: \$20,000.00/Student/Year  
Effective Date: 01/13/15

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

NOTE: Student was terminated from the above school as of January 13, 2015. Case Manager is in agreement to send student to Archway Program in Atco, NJ due to continued behavioral concerns.

44. **CORRECTIONS/REVISIONS TO MINUTES**

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

November 19, 2014

**EMPLOYMENT OF 12 MONTH SECRETARIES – 2014-2015 SCHOOL YEAR**

Yeimie Labruzzo, Tiffany Rawls-Dill and Milagros Crespo at Step 12. This should have read Step 1.

**FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS**

Melissa Bryant, Gregory School teacher from February 18, 2015 to March 3, 2015. This should read December 4, 2014 to December 18, 2014.

**FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY**

Melissa Bryant, Gregory School teacher from March 4, 2015 to April 14, 2015. This should have read December 19, 2014 to April 14, 2015.

October 15, 2014

**FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS**

Denise Woolley, Amerigo A. Anastasia School teacher from January 5, 2015 to February 4, 2015. This should have read from October 15, 2014 to November 17, 2014.

**FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY**

Denise Woolley, Amerigo A. Anastasia School teacher from February 3, 2015, 2015 to June 19, 2015. This should have read from November 18, 2014 to June 19, 2015.

Motion was made by Mrs. Widdis, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (45).

Ayes (7), Nays (0), Absent (2) Mr. Dangler and Mr. Covin

45. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:25 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

**WHEREAS**, the Long Branch Board of Education wishes to discuss matters falling within the attorney/client privilege concerning **the sale of West End School** 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 30 minutes. Action may be taken in the public portion of the meeting upon adjournment of this Executive Session.

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

Ayes: 7  
Nays: 0  
Absent: 2 (Mr. Dangler and Mr. Covin)  
Date: January 29, 2015

The Board returned to open session at 8:51 P.M.

**DISCUSSION**

1. **Board of Education meeting calendar**

Dr. Salvatore discussed the current Board meeting calendar, explaining that some members have stated they have a conflicting schedule and asked if we could modify the advertised calendar.

Mrs. George – I don't feel that modifying the calendar for individual conflicts would be good practice as it may only create additional conflicts for others.



Mrs. Perez expressed concern over the date of the September Board meeting due to the fact that it falls on a Jewish holiday.

Dr. Salvatore – In this instance I would suggest changing the Board meetings to September 29<sup>th</sup> and September 30<sup>th</sup> in lieu of September 22<sup>nd</sup> and September 23<sup>rd</sup>.

Consensus was taken and all Board members agreed.

2. Greater Long Branch Chamber of Commerce 81<sup>st</sup> Annual Awards Dinner – March 20, 2015

Dr. Salvatore – If anyone is interested in attending the dinner please let me know. We may be able to purchase tickets through the Volunteer fund.

3. Athletic and Academic Hall of Fame

Mr. Parnell briefed the Board on the new process that will be in place regarding committee structures, voting, and implementation for the Athletic and Academic Halls of Fame.

Mr. Parnell - These events will take place annually rather than every 5 years. The Academic Hall of Fame inductee will be recognized at Scholarship night and the Athletic Hall of Fame inductee will be recognized at the Senior Awards banquet. We will continue to make it an all day event involving interactions with students culminating with a presentation in the evening.

Dr. Salvatore – I am pushing to get this done for this May and June.

Mr. Parnell – If anyone is unable to attend their respective committee meeting please contact me right away in order to have the substitute take part in the meeting.

Mr. Parnell asked Dr. Salvatore if the staff was aware of February 17, 2015 now being a school day.

Dr. Salvatore – Yes, that information went out already.

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

No one addressed the Board.

K. ADJOURNMENT – 9:21 P.M.

There being no further discussion, motion was made by Mrs. Perez, seconded by Mrs. Widdis and carried by roll call vote that the Board adjourn the meeting at 9:21 P.M.  
Ayes (7), Nays (0), Absent (2) Mr. Dangler and Mr. Covin

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