

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

**MINUTES**

**NOVEMBER 15, 2011**

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 Mr. Dangler, Board President, at 7:00 P.M.

**A. ROLL CALL**

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

**Administrators Present**

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

**Also present** – Mr. David Kaplan, Auditor

**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**

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

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

Mr. Dangler 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.

**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

Mr. Salvatore asked the Board if they would agree to have Dave Kaplan present the audit report and findings before the review of the Agenda.

There being no dissension, Mr. Kaplan briefed the Board on the numerous areas that he reviews in the scope of his audit. He stated that the highest opinion you can receive from an auditor is one that is unqualified. That is the opinion that the Board has always received in the past and that is the same opinion that he would give the Board for the FY11 audit. Mr. Kaplan explained that there are 3 opinions that are part of his scope of the audit and all 3 were considered to be unqualified.

In Mr. Kaplan's review there were 2 areas that he felt warranted a recommendation.

The first was in the area of compensated absences. He explained that under GASB 16, compensated absences are not only an accumulation of sick days but vacation days as well as a culminated liability at the conclusion of a fiscal year. The culminated absences schedule that Mr. Kaplan reviewed originally did not account for vacation days and the methodology used in the accumulation of sick days was done on a 5 year rolling average. This particular method was permissible up until approximately 3 years ago at which point in time the computation for the liability was changed.

Mr. Genovese explained that during the previous audits, this new methodology was never discussed as an option and as such, was unaware that the computation had changed. Mr. Genovese stated that going forward the schedules will be modified to reflect the new GASB 16 requirements.

The second finding was in the area of purchasing and Mr. Kaplan explained to the Board that since Mr. Genovese is a Qualified Purchasing Agent, he is permitted to purchase up to \$36,000. per vendor without a formal bid. It was noted that one vendor in particular had exceeded that amount and Mr. Kaplan explained that in his consultations with Mr. Genovese, procedures are currently being put in place to prevent this in the future.

Mr. Kaplan also mentioned that in the Enterprise fund, which is the Food Service program, you are only allowed to maintain 3 months of expenses in undesignated, unrestricted fund balance. Mr. Genovese explained that the Board runs a very profitable Food Service program and since

we are not allowed to reduce the cost charged to students for food along with the fact that with all of the new schools there is currently no need to purchase any further equipment, the Board may have to look into alternatives to reduce the amount of profits maintained by the Food Service account. Although this is a good problem to have, it is one that requires some adjustment to the current way of doing things.

Mr. Kaplan explained that it is permissible for the Board to fund a portion of Mr. Genovese's and Rina Munson's salaries for part of their time that is dedicated to the function of the Food Service program.

Mr. Genovese also suggested that it might make sense to continue working with an after school program where the Board provides either snacks or dinner for children as part of the initiatives that Mr. Salvatore is working on.

Mr. Kaplan also mentioned his review of the travel policy. He felt that over all, the administration is keeping good records with regards to travel but he did caution the Board that any travel that exceeds \$5,000. or 5 people would require Executive County Superintendent approval and that only those people approved by the Board and the Executive County Superintendent should be attending the conferences.

On a similar note, Mr. Kaplan explained to the Board that the approach used for the audit is a risk based approach and obviously one of the concerns going in was to insure that any compensation received by senior management, in this case Mr. Ferraina who was the Superintendent through April, would be in compliance with his contract. Mr. Kaplan stated that to the penny, he found that every compensation received by Mr. Ferraina to be in compliance with his contract. He further stated that with a district this size for there to only be two (2) findings is a marked accomplishment and he accredited the leadership in the Business Office to that end. Mr. Kaplan additionally found the internal controls to be extremely well thought out and in other districts he has found that if internal controls are not a priority at the highest levels than that is when a district will have problems. He states that it is obvious in this district that it is a priority.

There were no questions from the members of the Board of Education.

Mr. Kaplan thanked the Board of Education and left the meeting.

Mrs. Beams, prior to the commencement of the Agenda review, stated that she felt that the minutes were not reflected accurately and that they need more detail. She further went on to state that she thinks the meetings should be taped.

Mr. Genovese – The minutes are my reflection of the discussion that takes place. If there is an inaccuracy in the minutes, they can be changed by amending the same. With respect to recording the minutes, that can be done, however the Board has to understand that from time to time if something is said that is inappropriate, it may put the Board at risk.

For the most part the Board was not overly concerned about the possible risks and were OK with the minutes being recorded.

Mr. Salvatore – I will discuss the process with our attorney, Dick McOmber and the Business Administrator and reach back out to the Board.

## **SUPERINTENDENT'S REPORT**

### **1. COMMITTEE MEETING REPORTS**

#### **A) OPERATION AND MANAGEMENT – ARMAND ZAMBRANO - Chair**

Mr. Zambrano briefed the Board of Education on the Operation and Management Meeting. He reported on the following:

1. The Morris Avenue roof project which is currently in the process of being repaired.
2. Renovations at the Morris Avenue School – creating walls where they currently do not exist in 4 pods.
3. Update on the solar project.
4. Concession Stand – the Board received a CO.
5. The George L. Catrambone Elementary School update. The SDA will be going out to bid some time in December of 2011 with a bid opening some time in June of 2012.

Mr. Salvatore showed the Board the architect's drawings of the floor plan proposed for the Morris Avenue School. He stated that the work would have to be completed in approximately 8 weeks during the summer so as not to disrupt the start of school.

Mrs. George – What are we going to do with the Morris Avenue School property? I thought we were knocking it down?

Mr. Salvatore – When the George L. Catrambone School comes on line we may be looking to put 3, 4 and 5 year old students in the Morris Avenue School building.

Mr. Salvatore also briefed the Board on the old High School. He stated that the \$3.4 million that the School Development Authority (SDA) had set aside to complete the project will not be enough money. As a result, we recently received a letter alluding to the fact that they do not want to work on that project at all.

Mr. Zambrano continued his report on the Operation and Management Committee meeting.

With regards to Technology, he reported on the following:

1. All district forms are going to be electronic.
2. All employee web pages are up and running.
3. The maintenance shop is now on the network.
4. 100 mbps pipe is going out to the internet which will allow for a better transfer rate both uploading and downloading.
5. District controlling equipment is being replaced.
6. The IT Department is working on a server replacement schedule.

## **SUPERINTENDENT'S REPORT (continued)**

With regards to Athletics, Mr. Corley, Athletic Director, put together a detailed hand out for the committee. Mr. Zambrano reported on the following:

1. A directory of the athletic staff.
2. A review of the fall 2011 athletic season.
3. Highlights of the fall 2011 athletic season.
4. Preview of the fall 2012 season.
5. The Shore Conference re-alignment.

Mrs. Perez – Are we still in B North?

Mr. Zambrano – Yes.

### **B) INSTRUCTION AND PROGRAMS – LUCI PEREZ - Chair**

Mrs. Perez briefed the Board on the Instruction and Programs meeting:

- We watched a video clip from a recent “60 Minutes” piece on the use of iPads in the instruction of children with autism, highlighting several success stories.
- There are currently 80 units being used in Special Education classrooms.
- Wider use of the iPads throughout the district will extend the school day by allowing students to complete homework assignments and expand interest in reading.
- Verizon is offering to sell us 2,500 Samsung Galaxy tablets at \$110.00 per unit and gave us an additional 1,000 free units.
- The funds were made available by not purchasing 350 lap tops for the 5<sup>th</sup> graders.
- We are hoping that e-rate will subsidize the internet access cost.
- A third party company will be hired to track any lost or stolen units.
- Tablets will be provided to student's grades 3 – 12.

Mr. Salvatore explained to the Board that he has distributed to 10 Middle School teachers the Samsung Galaxy tablets from Verizon and instructed the teachers to review it and see if there is anything else they would like to see added to the tablet to increase educational efficiency.

Mrs. Beams – Will they be used in the classroom as well?

Mr. Salvatore – We hope to extend the school day by having the students take these home as well as use them in class to do homework so the teachers will be able to monitor them. My goal right now is for every Middle School student to have them and then to roll them out to the other grades over time.

Mrs. George – Where are the 3,500 tablets going?

Mr. Salvatore – My goal is to roll them out to the Middle School as well as grades 3 – 5 and encompass as much of the High School students as we can, beginning with Grade 9.

Mrs. Beams – Playing the devils advocate this seems to be a lot for teachers. How are we going to monitor how the staff is handling all of this?

Mr. Salvatore – We have a lot of data that we will use to help evaluate the teachers and principals. We will be using professional development down the road to aid in the instruction and use of these devices but we are not going to wait for that to use them.

Mr. Menkin – Can you please explain how the use of the tablets will extend the school day.

Mr. Salvatore – The children can use certain software programs such as Kidz Biz at home and we can monitor their progress.

2) **SCHOOL PRESENTATION**

The Amerigo A. Anastasia School performance will include a “positive power” video along with a “funeral for negative words.” The chorus will sing a song to emphasize the staying positive theme.

3. **RECOGNITION OF ACHIEVEMENTS**

The following students were winners of the Veteran’s Day Essay Contest for 2011 sponsored by the City of Long Branch. Each winner will receive a \$100. bond.

High School	-	<b>LAUREN MANDALL</b>	Grade 12
Middle School	-	<b>STEVEN VIEIRA</b>	Grade 8
Amerigo A. Anastasia School	-	<b>RAVIN BROWN</b>	Grade 5

4. **PRESENTATION OF AWARDS**

A) **AWARDING OF TENURE CERTIFICATES**

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

**PATRICIA CAULFIELD** – Amerigo A. Anastasia School teacher, presented by Francisco Rodriguez

**FRANCINE VANBRUNT** – Morris Avenue School teacher, presented by John Perri

B) **EMPLOYEE OF THE MONTH – October**

**MICHELLE LUCAS**, Gregory School teacher, presented by Mr. Dangler

Mr. Salvatore reviewed the Agenda with the Board.

1. **PERSONNEL**

a) **RESOLUTION** – Creation of Position

**RESOLUTION**

**BE IT RESOLVED** that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education"), based on the recommendation of the Superintendent of Schools, hereby creates the position of a One-to-One Instructional Assistant at the Gregory School.

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

Ayes:  
Nays:  
Absent:  
Date: November 16, 2011

**DISCUSSION**

Mr. Salvatore explained the rationale for the creation of the new position, which is to keep the student in-district.

b) **RESOLUTION** – Creation of Position

**RESOLUTION**

**BE IT RESOLVED** that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education"), based on the recommendation of the Superintendent of Schools, hereby creates the position of (1) additional ESL teacher position due to an increase in English Language Learners at the preschool and elementary levels.

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

Ayes:  
Nays:  
Absent:  
Date: November 16, 2011

**DISCUSSION**

Mr. Salvatore explained that over 70 students came in from out of the country.

1. **PERSONNEL**

c) **CERTIFICATED 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:

**LINDA BENNETT**

Teacher  
Gregory School  
B.A., Step 1  
\$46,500

Education: Ashford University  
Social Science

Replaces: M. Francis (resigned) effective January 2, 2012  
(Acct. # 15-120-100-101-000-07-00) (UPC # 0694-07-METRO-TEACHR)

**ALISSA GALLO**

Teacher  
High School  
B.A., Step 1  
\$46,500

Education: Rowan University  
Mathematics

Replaces: E. Walls (resigned) effective November 17, 2011  
(Acct. # 15-140-100-101-000-01-00) (UPC # 0080-01-MATHC-TEACHR)

**DIANE WARTMAN**

Teacher  
Amerigo A. Anastasia School  
B.A., Step 1  
\$46,500

Education: Montclair University  
Home Economics

Replaces; B. Kean (resigned) effective January 2, 2012  
(Acct. # 15-120-100-101-000-03-00) (UPC # 0436-03-MAREV-TEACHR)



1. **PERSONNEL (continued)**

c) **CERTIFICATED STAFF (continued)**

**JAMES HARPER**

Teacher  
Amerigo A. Anastasia School  
B.A., Step 1  
\$46,500

Education: Felician College  
Elementary Education

Replaces: returning from personal leave effective November 17, 2011  
(Acct. # 15-120-100-101-000-03-00) (UPC# 0420-03-MAREV-TEACHR)

**DISCUSSION**

Mrs. George – Does Diane Wartman have a Home Economics degree?

Mr. Salvatore – She is certified to teach early childhood.

d) **EMPLOYMENT OF INSTRUCTIONAL ASSISTANTS – 2011-2012 SCHOOL YEAR**

I recommend the Board approve the appointment of the following individuals as instructional assistants effective November 17, 2011

**JACK STOVALL** at the Gregory School, at a salary of \$13.45/hr. (Acct. #15-190-100-106-07-00) (UPC #1100-07-SEBD1-PARAPF)

**ANGELA IACOUZZI** at the Lenna W. Conrow, at a salary of \$13.45/hr. (Acct. #20-218-100-106-000-04-00) (UPC #0770-08-SELDI-PARAPF)

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.

e) **RETIREMENT**

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

**DIANA LAUGELLI**, Lenna W. Conrow School nurse, effective June 30, 2012. Ms. Laugelli has a total of twenty five (25) years of service in the Long Branch Public Schools.

**PATRICIA WALCH**, Lenna W. Conrow School instructional assistant, effective December 1, 2011. Mrs. Walch has a total of twenty two (22) year and seven (7) months of service in the Long Branch Public Schools.

**JOSEPH CRISTOFARO**, District maintenance worker, effective December 1, 2011. Mr. Cristofaro has a total of eleven (11) years and seven (7) months of service in the Long Branch School District.

1. **PERSONNEL (continued)**

f) **RESIGNATIONS**

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

**SAMANTHA COVERT-PINCA**, mentor, effective October 19, 2011.

**BRIDGET KEAN**, Amerigo A. Anastasia School Grade 3 teacher, effective December 22, 2011.

**MEREDITH McCORMACK FRANCIS**, Gregory School kindergarten teacher, effective December 22, 2011.

**THERESA FALCONE-HUBER**, Gregory School NCLB Teacher, effective June 30, 2013.

**SABRINA SHEERIN**, Confidential Secretary, effective February 21, 2012.

**DISCUSSION**

Mr. Parnell – Is the date accurate, Theresa Falcone is leaving in 2013?

Mr. Salvatore – Yes.

g) **INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE**

I recommend the Board approve/ratify an intent to return from family/medical leave of absence for the following named individuals:

**MARY HENDERSON**, High School teacher, effective October 26, 2011.

**WILLIAM DIADDEZIO**, Asst. Facilities Coordinator, effective November 7, 2011.

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

I recommend the Board approve/ratify a family/medical leave of absence using sick days for the following named individuals:

**WILLIAM DIADDEZIO**, Asst. Facilities Coordinator, from October 20, 2011 to November 4, 2011.

**MEGAN BRUNO**, Lenna W. Conrow School teacher, from February 21, 2012 to March 1, 2012.

**JOYCE DESMOND**, Audrey W. Clark School teacher, December 14, 2011 to December 22, 2011.

**DONNA PERREIRA**, Joseph M. Ferraina Early Childhood Learning Center instructional assistant, from November 30, 2011 to January 13, 2012.

**CRYSTAL HOUSTON-BEY**, Gregory School instructional assistant, from November 28, 2011 to December 6, 2011.

**KRISTOPHER SOTO**, district bus driver, from November 14, 2011 to December 22, 2011.

1. **PERSONNEL (continued)**

i) **FAMILY/MEDICAL/PERSONAL LEAVE OF ABSENCE WITHOUT PAY**

I recommend the Board approve/ratify a family/medical leave of absence without pay for the following named individual:

**MEGAN BRUNO**, Lenna W. Conrow School from March 2, 2012 to May 15, 2012.  
**CRYSTAL HOUSTON-BEY**, Gregory School instructional assistant, from December 7, 2011 to January 13, 2012.

j) **STAFF TRANSFER – 2011-2012**

I recommend the Board approve the following staff transfer for the 2011-2012 school year:

**BONNIE LARSON**, 540 Broadway Instructional Assistant to Lenna W. Conrow School Instructional Assistant.

**THERESA FALCONE-HUBER**, from Gregory School NCLB Teacher to Gregory School NCLB Teacher and High School Teacher.

k) **COACHING APPOINTMENTS - WINTER 2011-2012 SCHOOL YEAR**

I recommend the Board approve/ratify the following winter coaching positions for the 2011-2012 school year:

**HIGH SCHOOL**

**Cheerleading**

Asst. Varsity Coach	Edna Newman	Step 6	\$3,572
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**Wrestling**

Asst. Varsity Coach	Danny Lopes	Step 6	\$3,572
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**MIDDLE SCHOOL**

**Basketball**

Asst. Girls Coach	Jessica Wegelin	Step 6	\$2,275
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**Cheerleading**

Asst. Coach	Alisa Armour	Step 6	\$1,849
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**ANASTASIA SCHOOL**

Cheerleading Coach	Noemia Vidazinha		\$915/season
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**DISCUSSION**

Mrs. Perez asked about the Basketball position.

Mr. Salvatore – No one has applied for it yet.

Mr. Grant commented on the varied amounts issued per stipend.

Mr. Salvatore –These stipends are all negotiated however there are a few groups that we should look into that are currently staffed by volunteers, one is the Gay and Straight Alliance Club. The African American Club is also a volunteer group.

Mr. Grant – I have always had a problem with the large differences in the various coaching stipends. I believe we should look into them.

Mr. Salvatore – All stipends are subject to negotiation. I would like to meet with the union representatives to see if they would be willing to allow us to put money towards the other clubs without opening up negotiations.

Mrs. Perez – Something like a side bar?

Mr. Salvatore – Yes.

Mr. Parnell – This would be like an addendum to the contract?

Mr. Salvatore – Yes.

1. **PERSONNEL (continued)**

l) **COACHING APPOINTMENTS - FALL 2011-2012 SCHOOL YEAR**

I recommend the Board approve/ratify the following fall coaching positions for the 2011-2012 school year:

**ANASTASIA SCHOOL**

Fitness Club	Jessica Wegelin	\$915/season
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m) **STIPEND POSITION – 2011-2012 SCHOOL YEAR**

I recommend the Board approve/ratify the following stipend positions for the 2011-2012 school year:

**DISTRICT**

**Black Seal Boiler License**

Nathan Accoo	Maria MacPherson	\$534.05
Genaro Benitez	Larry Morris	
Ruben Borrero	Luis Rodriguez	
Jose Lora		

**Mentor**

Evelyn Cruz	\$550.00
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**HIGH SCHOOL**

**Future Business Leaders of America Advisor**

Carol Arcomano	\$643.00
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1. **PERSONNEL (continued)**

n) **DISTRICT TRAININGS**

I recommend the Board approve/ratified the attendance of the following individuals listed:

**PD for Achieve 3000**

**November 8 & 17, 2011 & January 10 & 12, 2012**

Melody Alderman	Robin Martin
Lois Alston	Victoria Mazza
Elsa Ates	Gelsomina Mignano-Leuck
Sharon Babitsky	Elizabeth Muscillo
Anthony Brazile	Lori Olson
James Brown	Doreen Ortega
Courtney Davis	Chris Porges
Jessica Dougherty	Deborah Sanders
Victoria Ferrara	Denise Schultz-Nick
Suzanne Giglio	Meredith Sinnott
Katherine Gooch	Kerri Smith
Kathleen Gregory	Ashley Stubbington
Maria Holland	John Styslinger
Benita Holt	Conover White
Brian Howell	Sandra Williams
Kim Hyde	Jenny Wilson
Jennifer Marlin	Mary Woodruff

**Algebra I Training w/LL Teach**

**December 13, 2011 & January 9, 2012**

Jamie Bazydlo	Sean Mallon
Anthony Brazile	Nemeil Navarro
Michael Cappiello	Kathleen O'Connor
Sean Carrigan	Robin Reinhold-Canneto
Sandra Eagel	Karen Rock
Kiley Grammer	Edward Sudol
Mary Jensen	Donna Ziemba

o) **SUBSTITUTE TEACHERS**

Kim Barksdale	Ralph Perone
Deborah Sweet-Cook	Marlo Rice
Janice Cuccaro	Jessica Sepulveda
Danny Lopes	Jennifer Sims
Vade Hanlon	Jennifer Petillo
Dina Hughes	

p) **SUBSTITUTE SCHOOL NURSE**

Suzanne Fitzsimmons

q) **SUBSTITUTE BUS DRIVERS/BUS AIDES**

Loletah Sharay Kelly	Cesare Iengo	Christopher Porges
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r) **SUBSTITUTE CUSTODIANS/MAINTENANCES**

Rodolfo Itzol, Jr.

1. **PERSONNEL (continued)**

s) **SUBSTITUTE ELECTRICIAN @ \$125/DAY**

Charles Pierce

t) **SUBSTITUTE SECRETARIES**

Susetmarie Perez

u) **SUBSTITUTE INSTRUCTIONAL ASSISTANT**

Gina Laco-Gradone

v) **CHANGE OF TRAINING LEVEL**

I recommend the Board approve a change of training level for the following individual, effective December 1, 2011:

**LAURA LAZZATI**, Gregory School teacher, to move to BA + 30 level of the teachers' salary guide.

**CARLY GERMINARIO**, High School teacher, to move to Masters' level of the teachers' salary guide.

w) **ATTENDANCE AT CONFERENCES / MEETINGS**

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

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

I recommend the Board approve the monthly report as required by statute.

**DISCUSSION**

Mr. Salvatore reviewed with the Board the HIB report.

Mr. Salvatore – There were 31 reported incidents of bullying of which 18 were confirmed. All of them were dealt with appropriately.

3. **FIELD TRIP APPROVALS**

I recommend the Board approve/ratify the field trips indicated on the attached list (**Appendix H**).

**DISCUSSION**

Mrs. Beams – Why have some field trips already taken place?

Mr. Freeman – Occasionally we will get a request for a field trip that will be beneficial to our students but needs immediate approval. We are trying to minimize this occurrence.

Mr. Menkin – Can we get more details regarding the field trips?

Mr. Salvatore – We have all of the back up and we can answer any questions you may have regarding any particular trip.

Mr. Salvatore – With regards to the tree lighting ceremony, we are looking at a different location this year. The High School was too spread out. This year it will be on the Joseph M. Ferraina



7. **CONSOLIDATED CHANGE ORDER #2 – SOLAR POWER PURCHASE AGREEMENT  
(continued)**

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education") authorize said change order.

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

Ayes:  
Nays:  
Absent:  
Date: November 16, 2011

8. **CONSOLIDATED CHANGE ORDER #1- LONG BRANCH HIGH SCHOOL ROOF  
MEMBRANE RE-SURFACING**

I recommend the Board approve the following resolution:

**RESOLUTION**

**WHEREAS**, E. R. Barrett Inc. has requested consolidated change order #1 – Long Branch High School Roof Membrane Re-surfacing pursuant to NJAC 6:20-8.3, be granted for the following:

- Additional roof work completed over the weekend

**WHEREAS**, the total for all consolidated change order #1 – Long Branch High School Roof Membrane Re-surfacing is \$1,758.00 and,

**WHEREAS**, said funds are available for this change order

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education") authorize said change order.

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

Ayes:  
Nays:  
Absent:  
Date: November 16, 2011

9. **APPROVAL OF AMENDMENT TO INSTRUCTIONAL SERVICES AGREEMENT FOR  
CHAPTERS 192/193**

I recommend the Board approve the amendment to the Monmouth Ocean Educational Service Commission instructional service agreement for Chapters 192/193.



10. **AUTHORIZATION TO GO OUT FOR AN ENERGY PROGRAM MANAGEMENT SYSTEM RFP**

I recommend the Board direct the Business Administrator to go out for a request for proposal for the purposes of securing an energy program management system.

**DISCUSSION**

Mr. Salvatore briefed the Board on a new energy program concept where we would be guaranteed that out of the savings of the utilities we would be able to pay the company's fees as well as that of an energy manager. He stated that in some places such as Holmdel they have cut their utility bills by 50% and although it sounds too good to be true, we are further investigating some schools in the State who have participated in this program. Mr. Salvatore further stated that the cost is \$400,000 to \$500,000 a year for 4 years but they guarantee we can save conservatively 20% to 30% off of our utility bills.

Mr. Parnell - Do he have any references?

Mr. Salvatore – Yes he did. He gave me the names of the all of the districts that he is currently dealing with in the State of New Jersey.

11. **AUTHORIZATION TO GO OUT FOR A CURRICULUM WRITING RFP**

I recommend the Board direct the Business Administrator to go out for a request for proposal for curriculum writing.

**DISCUSSION**

Mr. Salvatore – We need to go out to get a proposal for a company to provide curriculum writing so that we can insure that we are using the most effective, cost saving measures in developing the curriculum.

12. **AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH KIDZ UNIVERSITY EDUCATIONAL TUTORING SERVICES FOR SUPPLEMENTAL EDUCATIONAL SERVICES**

I recommend the Board authorize the entering into an agreement with Kidz University Educational Tutoring Services. Kidz University will provide supplemental services in reading and mathematics for Long Branch students per the NCLB mandate. The agreement will remain in effect until August 31, 2012 and the cost will not exceed \$1,429.00 per student.

13. **APPROVAL OF NJDOE STRUCTURED LEARNING EXPERIENCE PROGRAM**

I recommend the Board approve the implementation of the New Jersey Department of Education Structured Learning Experience Program.

**DISCUSSION**

Mr. Salvatore – Several of our special needs children who are older than 16 will participate in a State sponsored program where they can work at local businesses and gain life skills experience. Wegmans and Flowers by Van Brunt are 2 of the businesses we will be using.

Mr. Parnell – Are there any other businesses interested in this program?

Mr. Salvatore – We currently have only 3 students participating. If the need increases we will reach out to additional businesses.

14. **AUTHORIZATION TO ACCEPT ADDITIONAL FUNDING**

I recommend the Board authorize the acceptance of 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>
Compensatory Education	\$ 21,133.00	\$ 761.00	\$21,894.00

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.

**DISCUSSION**

Mr. Salvatore – We are receiving additional funds under Chapters 192/193 as well as the Education Jobs Fund listed under item #15.

15. **AUTHORIZATION TO ACCEPT INCREASE IN EDUCATION JOB FUNDS ALLOCATION**

I recommend the Board authorize the acceptance of an additional Education Job Funds allocation from \$1,345,348. to \$1,387,495., an increase of \$42,147.

16. **APPROVAL OF THE LONG BRANCH SCHOOL DISTRICT COMPREHENSIVE MAINTENANCE PLAN REPORT**

I recommend the Board approve/ratify the submission of the Long Branch school district "Comprehensive Maintenance Plan Report" to the New Jersey Department of Education, Monmouth County office.

**DISCUSSION**

Mr. Salvatore – The Comprehensive Maintenance Plan as well as the M1 which is listed later on in the Agenda is designed by the State to insure that district facilities are being maintained properly.

17. **AUTHORIZATION TO SUBMIT THE PRESCHOOL ENROLLMENT PROJECTION**

I recommend the Board authorize the submission of the 2012-2013 Preschool Enrollment Projection to the New Jersey Department of Education.

**DISCUSSION**

Mr. Salvatore – We will be submitting our Pre-School Enrollment program with reduced numbers this year because of the cut off date for enrollment which is October 1.

18. **APPROVAL OF NJQSAC LONG TERM PLAN**

I recommend the Board accept the Long Term Plan for New Jersey Quality Single Accountability Continuum (NJQSAC) in the area of instruction and program.

19. **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 2011-2012 school year:

<b><u>STUDENT/INTERN</u></b>	<b><u>BUILDING/SCHOOL</u></b>	<b><u>COOPERATING TEACHER</u></b>
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**Georgian Court University– Spring 2012 – January 30 – May 11, 2012**

Anthony Caviglia	AWC	Noelle Brown/Grade 5 Christen Frenkel/Sp. Ed
Maria Bachman	West End	Lisa Roesch/Grade 5 Cynthia Torchia/ Sp Ed K
Dru Fonseca	ALT	Jennifer Steffich/PPS

**Grand Canyon University– Spring 2012 – January 7 – May 5, 2012**

Jessica Indri-Tietjen	Middle School	Sharon Babitsky/Grade 6-8
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**Kean University– Spring 2012 – January 23 – May 12, 2012**

John Grasso	West End	Michelle Abner/PE Health
Joseph Moschella	AWC	James McConville/PE Health
	Middle School	Rosalie Guzzi/Grade 6-8
Caitlyn Schultheis	High School	Carlie Germinario/PE Health

**Monmouth University – Spring 2012 – January 17 – April 30, 2012**

Elizabeth Anton	Middle School	Amy Rock/Grade 6-8/Counselor
Allison Croscilla	High School	Jennise Nieves/Grade 9-12/Counselor
Nanette Gargiullo	AAA	Deirdre Murray/Grade 4
Samantha Lovindeer	High School	Brenda Itzol/Grade 9-12
Alex Tersy	Morris Ave	Michele Morey/Grade 2
Lyndsay Laconti	Middle School	Heather Frederick/Grade 6-8/Counselor

**NJ City University – Spring 2012 – January 23 – May 4, 2012**

Ashley Hoffman	Morris Ave	Catherine Beatty/Grade 2
Sabrina Sheerin	AAA	Erin Smith/Grade 1
Kimberly Vigilotti	West End	Ann LaGaipa/Kindergarten

**Richard Stockton College of NJ – Spring 2012 – January 17– April 30, 2012**

Matthew Bufano	Middle School	Kiley Grammer/Grades 6-8 Mathematics
Shana Carver	Gregory	Jennifer Scamorza/Grade 5

**Seton Hall University – Spring 2012 – January 17– April 30, 2012**

Lisa Braunwell, RN	SBYS	Virginia Carreira/Nurse Practitioner
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20. **APPROVAL OF RESOLUTION FOR PAYMENT APPLICATION TO RAI, INC**

I recommend the Board approve the following Resolution:

**RESOLUTION**

**WHEREAS**, the Board of Education has authorized the School Business Administrator, with Bond Counsel, to secure financing for the solar project which was properly bid and awarded on February 23, 2011; and,

**WHEREAS**, the Board of Education duly adopted a Resolution on February 23, 2011 authorizing the School Business Administrator to borrow funds for the solar project; and,

**WHEREAS**, from time to time payment requests will come in from RAI, Inc. for the purpose of payment for goods and services that have been rendered or received; and,

**WHEREAS**, payment applications in an amount of \$262,844.66 have been requested by RAI, Inc.; and,

**WHEREAS**, final approval and certification by the Board's engineer for all materials delivered and stored and work performed in accordance with our contract has been received,

**NOW THEREFORE BE IT RESOLVED**, that the Board of Education authorize the Business Administrator and Superintendent to execute the payment request for the amounts certified by the engineer as payment to RAI, Inc.

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

Ayes:

Nays:

Absent:

Date: November 16, 2011

21. **AUTHORIZATION TO ACCEPT ADDITIONAL FUNDING**

I recommend the Board authorize the acceptance of the following additional funding indicated below:

**FY 2009 Impact Aid Funding** in the amount of \$2,258.68.

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

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

22. **AUTHORIZATION TO FILE RESOLUTION FOR USE OF SUB-STANDARD INSTRUCTIONAL AREA FOR THE 2011-2012 SCHOOL YEAR**

**RESOLUTION**

**WHEREAS** the Long Branch Board of Education anticipates a shortage of instructional areas for the 2011-2012 school year, and

**WHEREAS** said Board of Education has entered the planning stages to provide adequate instructional areas for the pupils of Long Branch, and

**WHEREAS** said Board of Education has investigated all possibilities for providing approved instructional areas,

**NOW, THEREFORE, BE IT RESOLVED** that the Long Branch Board of Education hereby petitions the Superintendent of Schools in the County of Monmouth, New Jersey, to approve as substandard instructional areas for the school year; partition the library for a special education class in the Lenna W. Conrow School.

\_\_\_\_\_  
Peter Genovese III, RSBO, QPA  
School Business Administrator/Board Secretary

Ayes:

Nays:

Absent:

Date: November 16, 2011

**DISCUSSION**

Mr. Salvatore – In the library, which is not utilized in the Lenna Conrow School, we will be creating 2 classrooms out of one for special needs children.

23. **APPOINTMENT OF PROFESSIONAL SERVICES**

I recommend the Board approve the following resolution.

**RESOLUTION**

**WHEREAS**, the Public School Contracts Law (N.J.S.A. 18A:18A-5 et. seq.) states that the awarding of a contract for "Professional Services" without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting, and

**WHEREAS**, the Board of Education of the City of Long Branch in the County of Monmouth hereby appoints, the following professional services for a period of November 16, 2011 through August 31, 2012,

- Architectural Services
  - JBA Architecture & Consulting LLC

23. **APPOINTMENT OF PROFESSIONAL SERVICES (continued)**

**NOW, THEREFORE, BE IT RESOLVED**, the foregoing appointment is made without competitive bidding as a "Professional Service" under the provisions of the Public School Contracts Law (N.J.S.A. 18A:18A-5 et seq.) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction or apprenticeship training. Additionally under P.L.2005, c.271,s.2, any contract awarded in excess of \$17,500 outside the bid process must be accompanied by c.271 Political Contribution Disclosure Form prior to the award of contract.

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

Ayes:

Nays:

Absent:

Date: November 16, 2011

24. **TRANSPORTATION BID RESULTS FOR THE 2011-2012 Amerigo A. Anastasia School & Lenna Conrow Preschool**

Specifications were prepared, bids advertised and received on November 15, 2011.

**ROUTE #: ST-AAA**

<b>Contractor</b>	<b>Route Cost Per Diem</b>	<b>Aide cost Per Diem</b>	<b>Increase/decrease</b>	<b>Total Cost Per Diem</b>
First Student	183.60	44.75	.75	228.35
<b>Seman Tov</b>	<b>116.00</b>	<b>20.00</b>	<b>.01</b>	<b>136.00</b>

I recommend the Board accept the lowest bid of **\$136.00** per diem from Seman Tov, Inc.

**ROUTE #: ST-LC**

<b>Contractor</b>	<b>Route Cost Per Diem</b>	<b>Aide cost Per Diem</b>	<b>Increase/decrease</b>	<b>Total Cost Per Diem</b>
First Student	183.60	44.75	.75	228.35
<b>Seman Tov</b>	<b>116.00</b>	<b>20.00</b>	<b>.01</b>	<b>136.00</b>

I recommend the Board accept the lowest bid of **\$136.00** per diem from Seman Tov, Inc

25. **AUTHORIZATION TO SUBMIT STATE HOUSE EXPRESS GRANT**

I recommend the Board authorize the submission of the State House Express grant in the amount of \$300.00. This grant will be used for bus rental costs to take students on field trips to the State House in Trenton, New Jersey.

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

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

26. **AUTHORIZATION TO SUBMIT THE ANNUAL REQUIRED MAINTENANCE BUDGET WORK SHEET**

I recommend the Board authorize the submission of the annual required Maintenance Budget Worksheet (M1) to the New Jersey Department of Education, Monmouth County Office.

27. **HOME SCHOOLING**

The Superintendent has been notified by the parent of the students listed below that he intends to home school his children for the 2011-2012 school year:

ID #2769497342

ID #1576345238

**DISCUSSION**

Mr. Salvatore – The parent who lives in Neptune has decided to pull his children out of Long Branch and home school them.

28. **PARTICIPATION IN THE INTER-DISTRICT PUBLIC SCHOOL CHOICE PROGRAM**

The following students have applied to participate in the Inter-district Public School Choice Program:

ID #6716735860

ID #7882160266

ID #3520391619

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

I recommend the Board approve/ratify the placement of, and provide transportation for the following students for the 2011-2012 school year:

**KIVA HIGH SCHOOL  
TINTON FALLS, NEW JERSEY**

Tuition: \$10,000.00/Year/Student

Transportation

Effective Dates: 10/24/11 – 6/14/12

ID #01000320, classified as Eligible for Special Education and Related Services

NOTE: A Child Study Team recommendation.

29. **PLACEMENT OF ATYPICAL STUDENTS OUT OF DISTRICT AND TRANSPORTATION NEEDS (continued)**

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

Tuition: \$47,008.80/Year/Student  
\*Extraordinary Services: \$130.00/Day  
Effective Dates: 10/18/11 – 6/15/12

ID #12000794, classified as Eligible for Special Education and Related Services  
NOTE: A classified re-entrant who will remain in an out of district placement while residing at St. Claire's, a health care facility.

\* Student requires a one-to-one aide.

**CPC/HIGH POINT ELEMENTARY SCHOOL**  
**MORGANVILLE, NEW JERSEY**

Tuition: \$61,200.00/Year/Student  
Transportation  
Effective Dates: 11/14/11 – 6/21/12

ID #01002686, classified as Eligible for Special Education and Related Services  
NOTE: A Child Study Team recommendation.

30. **PLACEMENT BY THE NEW JERSEY DIVISION OF YOUTH AND FAMILY SERVICES**

I recommend the Board approve/ratify the placement of the following students who have been placed by the New Jersey Division of Youth and Family Services in a resource family home in Tinton Falls, New Jersey. DYFS has completed an education stability assessment and has determined that the children will remain in the current school location under DYFS custody as this is the parent's district of residency. The Long Branch School District will be responsible for transporting the children to and from school.

**AMERIGO A. ANASTASIA SCHOOL**

ID #110650036, non-classified student.

ID #110650037, non-classified student.

31. **PLACEMENT OF STUDENTS ON HOME INSTRUCTION**

I recommend the Board approve/ratify the placement of home instruction for the following students:

ID #010018780, non-classified student.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/16/11 due to a medical condition. Educational services will be provided by Education, Inc. at a rate of \$49.00/hour for 10 hours per week.

ID #05003877, non-classified student.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/18/11 due to a medical condition. Educational services will be provided by Education, Inc. at a rate of \$49.00/hour for 10 hours per week.



31. **PLACEMENT OF STUDENTS ON HOME INSTRUCTION (continued)**

ID #01001905, classified as Eligible for Special Education and Related Services.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit from 10/7 – 10/12/11 due to a medical condition. Educational services will be provided by Education, Inc. at a rate of \$49.00/hour for 10 hours per week.

ID #01001905, classified as Eligible for Special Education and Related Services.

NOTE: Pending an out of district placement as recommended by the Child Study Team.

ID #100500043, classified as Eligible for Special Education and Related Services.

NOTE: Student has a medical condition.

ID #12000569, classified as Eligible for Special Education and Related Services.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/3/11 due to a medical condition. Educational services will be provided by Education, Inc. at a rate of \$49.00/hour for 10 hours per week.

ID #12000124, non-classified student.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/20/11 due to a medical condition. Educational services will be provided by Education, Inc. at a rate of \$49.00/hour for 10 hours per week.

ID #12001095, non-classified student.

NOTE: An administrative request due to behavioral concerns.

ID #01002686, classified as Eligible for Special Education and Related Services.

NOTE: An administrative request due to behavioral concerns.

ID #01000685, classified as Eligible for Special Education and Related Services.

NOTE: An administrative request due to a school suspension.

ID #01001291, non-classified student.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 11/6/11 due to a medical condition. Educational services will be provided by Education, Inc. at a rate of \$49.00/hour for 10 hours per week.

ID #90600043, non-classified student.

NOTE: Student was admitted to the New Hope Foundation, a residential treatment program, on 11/2/11 due to substance abuse concerns. Educational services will be provided by Monmouth Ocean Educational Services Commission at a rate of \$450.00/week.

ID #01002917, classified as Eligible for Special Education and Related Services.

NOTE: An administrative request due to behavioral concerns.

ID #05003745, classified as Eligible for Special Education and Related Services.

NOTE: A Child Study Team request due to termination from an out of district placement.

31. **PLACEMENT OF STUDENTS ON HOME INSTRUCTION (continued)**

ID #90600036, classified as Eligible for Special Education and Related Services.

NOTE: A Child Study Team request due to termination from an out of district placement.

ID #12000100, non-classified student.

NOTE: Student has a medical condition.

32. **TERMINATION OF STUDENTS ON HOME INSTRUCTION**

I recommend the Board approve/ratify the termination of home instruction for the following students for the 2011-2012 school year:

ID #100800054, non-classified student.

NOTE: Student is medically clear to return to school.

ID #010018780, non-classified student.

NOTE: Student is medically clear to return to school.

ID #12000569, classified as Eligible for Special Education and Related Services.

NOTE: Student is medically clear to return to school.

ID #01000342, classified as Eligible for Special Education and Related Services.

NOTE: Student is medically clear to return to school.

ID #01000320, classified as Eligible for Special Education and Related Services.

NOTE: Student began a new out of district placement as recommended by the Child Study Team.

ID #12000124, non-classified student.

NOTE: Student is medically clear to return to school.

ID #01000685, classified as Eligible for Special Education and Related Services.

NOTE: Student has been placed at the Alternative Academy as recommended by the Child Study Team.

ID #01002917, classified as Eligible for Special Education and Related Services.

NOTE: Student was transferred to the Gregory School as recommended by the Child Study Team.

ID #01002686, classified as Eligible for Special Education and Related Services.

NOTE: Student was placed out of district as recommended by the Child Study Team.

33. **TERMINATION OF ATYPICAL STUDENTS OUT OF DISTRICT AND TRANSPORTATION FOR THE 2011-2012 SCHOOL YEAR PROGRAM**

I recommend the Board approve/ratify the termination of, and discontinue transportation for the 2011-2012 school year for the following students:

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

Tuition: \$46,187.84/Year  
Transportation  
Effective Date: 10/31/11

ID #06002685, classified as Eligible for Special Education and Related Services.

NOTE: Student is being terminated due to non-compliance with the district's attendance policy.

**OAKWOOD SCHOOL  
TINTON FALLS, NEW JERSEY**

Tuition: \$45,774.00/Year  
Transportation  
Effective Date: 11/9/11

ID #90600036, classified as Eligible for Special Education and Related Services.

NOTE: Student is being terminated by the school due to behavioral concerns.

34. **TERMINATION OF PLACEMENT OF ATYPICAL HOMELESS STUDENTS FOR THE 2011-2012 SCHOOL YEAR**

I recommend the Board approve the termination of placements for the following students who were considered homeless:

**OCEAN TOWNSHIP SCHOOL DISTRICT  
WARETOWN, NEW JERSEY**

Tuition: \$27,380.32/Year  
Transportation: Cost to be determined  
Effective Date: 9/12/11

ID #01003574, classified as Eligible for Special Education and Related Services.

Tuition: \$15,014.56/Year  
Transportation: Cost to be determined  
Effective Date: 9/12/11

ID #80100033, non-classified student.

NOTE: It was determined that the students received transfer cards on 6/10/11 for a move to Pennsylvania. At that time the parent informed the school's secretarial staff that the family was moving out of this area. The address of their new residency was also presented by the parent and recorded in the students files.

35. **CORRECTIONS/REVISIONS TO MINUTES**

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

October 19, 2011

**FAMILY/MEDICAL/PERSONAL EXTENSION WITHOUT PAY**

JOSEPH CRISTOFARO, Maintenance person should have read *extension* for Medical Leave effective November 1, 2011 to November 30, 2011.

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

SARAH KIM-CHOI, West End School teacher should have read from *November 28, 2011 through February 29, 2012*.

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

SARAH KIM-CHOI, West End School teacher should have read from *March 1, 2012 through April 2, 2012*.

**FIELD TRIPS** - New Brunswick – Approximately 16 High School students to Mason Gross School of the Arts on November 17, 2011 should have read November 16, 2011. The cost should have read \$340.00 (High School Dance Acct. #168).

March 23, 2011

Monmouth University – Spring 2012 – January 18 – April 27, 2012

Jennifer Coby                      Gregory                      Alisa Aquino/Grade 2  
*This should have read at the Gregory School with Michelle Lucas*

**DISCUSSION**

1. **Letter from the SDA – Old High School**

Mr. Salvatore discussed the letter he received from the School Development Authority (SDA) regarding the old High School.

Mr. Salvatore – In essence, the school was allotted \$3.5 million by the SDA and the Board of Education had allotted \$350,000 towards the completion of the old High School to make it “school worthy.” However, the project is coming in over \$6 million in their estimates and therefore they are withdrawing their support of the project citing economic times. At this point in time, we are asking for a follow up meeting to discuss the possibility of them turning over the allotted \$3.5 million for us to complete the project or build something suitable for the Board of Education.

Mrs. George – I feel that the High School is vital to the community.

Mr. Salvatore concurred, stating that this is why we are looking to further discussions with the SDA.

Mr. Zambrano – Under the SDA, the contractors came in and cut up all of the pipes and gutted the building. Are we going to go after them?

Mr. Salvatore – Currently we are in the process of getting the George L. Catrambone School built and we do not want any further delays of that project. Once the project gets underway, we will turn our attention to the old High School and see what the State is willing to do for us.

Mr. Parnell – The lights look great at the old High School

2. State Department coming to review lock down procedures at the High School

Mr. Salvatore – The High School conducts emergency drills each month and representatives from the State want to come down to witness one of the drills and perhaps use us as a model.

Mrs. Perez – Do we lock down everywhere?

Mr. Salvatore – Yes, each school practices this drill.

Mr. Penta – We consistently, each month, run a drill at a specific time which the State thought was a good idea.

Mrs. Beams asked a question with regards to the gifted program being disbanded at the Middle School. She stated that some of the concerns she has received from community members suggested that if this were true, whether they would take their children out of Long Branch to attend other schools when the time came.

Mr. Salvatore – This was a misunderstanding of what I said to the principals at a staff meeting. We are looking at standard base instruction and with the use of data, we would like to work more efficiently with our children. As a whole, we are looking to see which program would be best used to service our children. We want to identify by class list children that excel in certain subject areas because not every child who may be advanced in math may possess the same proficiency in language arts. Every child has different talents and should be grouped accordingly.

Mrs. Beams reiterated other concerns that parents have with regards to assessments. She asked that when you hear monthly assessments what exactly does that mean?

Mr. Salvatore – We are assessing each student and using multiple measures because some children are not gifted in all areas.

Mrs. Beams – I am concerned. I don't like to hear the fact that parents are wondering whether they are going to have to move to in support of their children's' education.

Mr. Salvatore – It truly is just the fear of the unknown, parents are going to have to go through the door and the children will need more time to get used to the change.

Motion was made by Mr. Parnell, seconded by Mr. Menkin and carried by roll call vote that the Board approve the following item (36).

Ayes (9), Nays (0), Absent (0).

36. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 9:50 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**, the Long Branch Board of Education wishes to discuss matters falling within the **attorney/client privilege concerning litigation against the Board of Education** and others 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 15 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: 9  
Nays: 0  
Absent 0  
Date: November 15, 2011

The Board returned to public session at 10:00 P.M.

A. **ROLL CALL**

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

Mr. Menkin – I spoke to a representative from New Jersey School Boards and it was clear that if you have family members working for the Board, you should not participate in the evaluation process. As an example, Jim has a conflict.

Mr. Parnell – The way it was explained to me was if my brother's wife was employed by the Board I would have a conflict, but if my wife's brother is an employee than it is not.

Mrs. George – I am OK with whatever the opinion is, but I would like to get an updated opinion.

Mrs. Beams – What is the date we have scheduled for the Boards self evaluation?

Mr. Salvatore canvassed the Board on a couple of dates and it was determined that the best time for the meeting would be 6:00 P.M.

Motion was made by Mr. Parnell, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (D1).

Ayes (7), Nays (0), Absent (0), Abstain (2) Mr. Dangler and Mrs. Beams.

**D. SECRETARY'S REPORT**

1. **BILLS AND CLAIMS – OCTOBER 24 – 31, 2011 AND NOVEMBER 1 – 16, 2011 FOR BILL DANGLER AND TARA BEAMS**

That the Board approve the October 24 – 31, 2011 and November 1 – 16, 2011 bills and claims for Bill Dangler and Tara Beams (**APPENDIX D**).

Motion was made by Mrs. Beams, seconded by Mr. Menkin and carried by roll call vote that the Board approve the following item (D2).

Ayes (6), Nays (0), Absent (0), Abstain (3) Mrs. Perez, Mr. Grant and Mrs. Critelli.

2. **BILLS AND CLAIMS – OCTOBER 24 – 31, 2011 AND NOVEMBER 1 – 16, 2011 FOR LUCILLE PEREZ, AVERY GRANT AND MICHELE CRITELLI**

That the Board approve the October 24 – 31, 2011 and November 1 – 16, 2011 bills and claims for Lucille Perez, Avery Grant and Michele Critelli (**APPENDIX D**).

Motion was made by Mr. Grant, seconded by Mrs. Beams and carried by roll call vote that the Board approve the following item (D3).

Ayes (6), Nays (0), Absent (0), Abstain (3) Mr. Zambrano, Mr. Parnell and Mr. Menkin

3. **BILLS AND CLAIMS – OCTOBER 24 – 31, 2011 AND NOVEMBER 1 – 16, 2011 FOR ARMAND ZAMBRANO, JIM PARNELL AND ALLAN MENKIN**

I entertain a motion that the Board approve the October 24 – 31, 2011 and November 1 – 16, 2011 bills and claims for Armand Zambrano, Jim Parnell and Allan Menkin (**APPENDIX D**).

37. **ADJOURNMENT – 10:15 P.M.**

There being no further discussion, motion was made by Mr. Parnell, seconded by Mrs. Perez and carried by roll call vote that the Board adjourn the meeting at 10:15 P.M.

Ayes (9), Nays (0), Absent (0)

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

## CONFERENCES

## APPENDIX G

Note: The following staff member is being approved only for registration and mileage (not to exceed \$.31 per mile) in accordance with State Circular Letter 08-13 OMB, which states that overnight travel within certain areas is no longer subject to reimbursement. Additionally, meals not associated with overnight travel will not be reimbursed:

### **LEE CAREY**

**\$175.00**

Amerigo A. Anastasia School teacher, at the 44<sup>th</sup> Annual Conference on Reading & Writing, to be held at the Double Tree Hotel in Somerset, New Jersey on March 16, 2012. (Acct. #20-231-200-500-231-20-00).

### **JANISE STOUT**

**\$271.08**

Joseph M. Ferraina Early Childhood Learning Center teacher, at the 2012 Conference for New Jersey Pre-Kindergarten Teachers, to be held at Bally's in Atlantic City, New Jersey on February 23, 2012 (Acct. #20-218-200-580-390-04-44).

### **DIANE TORDELLA**

**\$271.08**

Joseph M. Ferraina Early Childhood Learning Center teacher, at the 2012 Conference for New Jersey Pre-Kindergarten Teachers, to be held at Bally's in Atlantic City, New Jersey on February 24, 2012 (Acct. #20-218-200-580-390-04-44).

### **GARY VECCHIONE**

**\$269.19**

Assistant Facilities Manager, at The Center for Government Service Energy Management workshop to be held at Atlantic Cape Community College in Egg Harbor City, New Jersey on December 2, 2011 (Acct. #11-000-262-610-311-12-00).

### **JOHN WINTER**

**\$164.77**

District HIB coordinator, at the HIB in Educational Settings workshop to be held at Montclair State University in Montclair, New Jersey on December 9, 2011 (Acct. #11-000-230-585-390-12-44)

### **JENNIFER CASTORO**

**\$266.12**

Amerigo A. Anastasia School teacher, at the Applied Behavior Analysis: Powerful Intervention Strategies to be held at Mansion on Main Street in Cherry Hill, New Jersey on December 13, 2011 (Acct. #20-238-100-300-238-25-00)

### **GARY VECCHIONE**

**\$656.30**

Assistant Facilities Manager, at the Preventive Maintenance workshop to be held at Neptune High School in Neptune, New Jersey on February 15, 21, 22, 28 and 29, 2012. (Acct. #12-000-400-450-311-12-00)

### **GARY VECCHIONE**

**\$670.30**

Assistant Facilities Manager, at the Environmental & Governmental Code Compliance workshop to be held at Neptune High School in Neptune, New Jersey on March 6, 7, 13, 14, 20 and 21, 2012 (Acct. #12-000-400-450-311-12-00)



## CONFERENCES

## APPENDIX G

### **NICHOLAS CRUPI**

**\$656.30**

Manager of Buildings and Grounds, at the Preventive Maintenance workshop to be held at Neptune High School in Neptune, New Jersey on February 15, 21, 22, 28 and 29, 2012 (Acct. #12-000-400-450-311-12-00)

### **NICHOLAS CRUPI**

**\$656.30**

Manager of Buildings and Grounds, at the Environmental & Governmental Code Compliance workshop to be held at Neptune High School in Neptune, New Jersey on March 6, 7, 13, 14, 20 and 21, 2012 (Acct. #12-000-400-450-311-12-00)

### **NICHOLAS CRUPI**

**\$656.30**

Manager of Buildings and Grounds, at the Financial Management & Purchasing workshop to be held at Neptune High School in Neptune, New Jersey on April 17, 18, 24 and 25, 2012 and May 1, 2012 (Acct. #12-000-400-450-311-12-00)

### **ANN DEGNAN**

**\$240.00**

Facilities Manager, at the Economic and Legal Ramifications workshop to be held at NJASBO in Robbinsville, New Jersey on December 10 and 17, 2011 and January 7 and 21, 2012 (Acct. #11-000-262-300-311-12-00)

### **ANN DEGNAN**

**\$240.00**

Facilities Manager, at the Insurance/Risk Management workshop to be held at NJASBO in Robbinsville, New Jersey on January, 28, 2012, February 4, 11 and 25, 2012 (Acct. #11-000-262-300-311-12-00)

### **LAURIE DeMURO**

**\$224.00**

West End School teacher, at the Working with Distracted and Disorganized Students to be held at the University of Phoenix Building in Jersey City, New Jersey on November 29, 2011 (Acct. #20-238-100-300-238-25-00)

## FIELD TRIPS

## APPENDIX H

Long Branch – Approximately 40 Amerigo A. Anastasia School students to the Middle School on November 16, 2011 at no cost to the district. These students will be chaperoned by J. Luckenbill, L. Zwerin, P. Cheney, L. Klina and I. Moore.

Long Branch – Approximately 145 Amerigo A. Anastasia School students to the Middle School on January 18, 2012 at no cost to the district. These students will be chaperoned by J. Luckenbill, L. Zwerin, P. Cheney, L. Klina, I. Moore, G. Marucci, L. Dobel, E. Kaeli, M. Fiore, M. Gomez, M. LaPiana, M. Panizzi, M. Swobodzien, C. Branch, J. Flannigan, T. Friday, S. Gonzalez, T. Grell, E. Villalobos and M. Popo.

Long Branch – Approximately 125 Amerigo A. Anastasia School students to the Middle School on January 19, 2012 at no cost to the district. These students will be chaperoned by J. Luckenbill, L. Zwerin, P. Cheney, L. Klina, I. Moore, G. Marucci, M. Christopher, M. Chulsky, Y. Mayo, A. Sirianni, M. Taylor, L. Tracey, A. Vargas and C. King.

Brooklyn – Approximately 10 High School students to Brooklyn Criminal Court and Red Hook Community Court on November 3, 2011 at a total cost not to exceed \$650.00. These students will be chaperoned by Mr. Lipman.

Farmingdale – Approximately 46 West End School students to the Historic Village at Allaire State Park on November 9, 2011 at no cost to the district. These students will be chaperoned by Mrs. Roesch, Mr. Jackson and Ms. Clary.

Holmdel – Approximately 30 Amerigo A. Anastasia School students to Longstreet Park on April 27, 2012 at no cost to the district. These students will be chaperoned by K. Walker, S. Cleveland, A. Fried and S. McNerney.

Long Branch – Approximately 50 Amerigo A. Anastasia School students to the Joseph M. Ferraina Early Childhood Learning Center on December 9, 2011 at no cost to the district. These students will be chaperoned by J. Luckenbill and L. Zwerin.

Eatontown – Approximately 30 Amerigo A. Anastasia School students to Barnes and Noble on January 11, 2012 at no cost to the district. These students will be chaperoned by K. Walker, S. Cleveland, S. McNerney and A. Fried.

Bradley Beach – Approximately 41 Audrey W. Clark School students to Uva Pagano Restaurant on November 21, 2011 at no cost to the district. These students will be chaperoned by S. Ridilla, J. Desmond, K. Domogala, A. Migliaccio, R. Pagano, R. Melo, M. Widdis and N. Coleman.

Long Branch – Approximately 15 High School students to the Gregory School on November 9, 2011 at no cost to the district. These students will be chaperoned by MSgt. Wilson.

Red Bank – Approximately 30 High School students to Count Basie Theater on December 8, 2011 at a total cost not to exceed \$90.00. These students will be chaperoned by M. Ruland and R. Clark (Student Fund Acct. #168).

## FIELD TRIPS

## APPENDIX H

Long Branch – Approximately 115 Amerigo A. Anastasia School students to the Long Branch Senior Center on December 13, 2011 at no cost to the district. These students will be chaperoned by J. Luckenbill, P. Cheney, L. Zwerin, I. Moore, L. Klina, E. Barrett, C. Merer, D. Murray, M. Rodriguez, D. Eig, N. Wampler, T. King, D. Griffiths and L. Perez.

Long Branch – Approximately 105 Amerigo A. Anastasia School students to City Hall on December 14, 2011 at no cost to the district. These students will be chaperoned by J. Luckenbill, L. Zwerin, I. Moore, P. Cheney, L. Klina, G. Marucci, D. Foy, M. Heggie, B. Kean, J. Louis, L. Sweet, M. Dedahanova, S. Sniffen, M. Ferraina-Turner, E. Wells and R. Tatum.

Long Branch – Approximately 150 Amerigo A. Anastasia School students to the Work Opportunity Center – ARC on December 16, 2011 at no cost to the district. These students will be chaperoned by J. Luckenbill, L. Zwerin, P. Cheney, L. Klina, I. Moore, E. Barrett, C. Merer, D. Murray, M. Rodriguez, D. Eig, N. Wampler, T. King, L. Perez and D. Griffiths.

Long Branch – Approximately 40 Amerigo A. Anastasia School students to Monmouth Care Center on December 20, 2011 at no cost to the district. These students will be chaperoned by J. Luckenbill and L. Zwerin.

Long Branch – Approximately 12 Middle School students to Amy's Omelette House on January 24, 2012 at a total cost not to exceed \$120.00. These students will be chaperoned by Mr. Porges, Mr. Trzeskowski, Ms. Bowles, Mr. Schaubert, Ms. Buerkle and Ms. Valenti (Acct. #20-251-200-600-251-20-00).

Long Branch – Approximately 10 Middle School students to Amy's Omelette House on February 7, 2012 at a total cost not to exceed \$100.00. These students will be chaperoned by B. Howell, B. Smith and L. Valenti (Acct. #20-251-200-600-251-20-00).

Long Branch – Approximately 12 Middle School students to Amy's Omelette House on March 19, 2012 at a total cost not to exceed \$120.00. These students will be chaperoned by Mr. Porges, Mr. Trzeskowski, Ms. Bowles, Mr. Schaubert, Ms. Buerkle and Ms. Valenti (Acct. #20-251-200-600-251-20-00).

Long Branch – Approximately 12 Middle School students to Amy's Omelette House on May 22, 2012 at a total cost not to exceed \$120.00. These students will be chaperoned by Mr. Porges, Mr. Trzeskowski, Ms. Bowles, Mr. Schaubert, Ms. Buerkle and Ms. Valenti (Acct. #20-251-200-600-251-20-00).

Long Branch – Approximately 12 Middle School students to Fine Fare Supermarket on December 1 and 15, 2011; January 5 and 19, 2012; February 2 and 16, 2012; March 1, 15 and 29, 2012; April 19, 2012; May 3, 17 and 31, 2012 and June 7, 2012 at a total cost not to exceed \$40.00. These students will be chaperoned by Mr. Porges, Mr. Trzeskowski, Ms. Bowles, Mr. Schaubert, Ms. Buerkle and Ms. Valenti (Acct. #20-251-200-600-251-20-00).

## FIELD TRIPS

## APPENDIX H

Jersey City – Approximately 8 Middle School students to Liberty Science Center on November 29, 2011 at a total cost not to exceed \$120.00. These students will be chaperoned by Mr. Porges, Ms. Bowles and Ms. Valenti (Acct. #20-251-100-800-251-20-00).

Long Branch – Approximately 8 Middle School students to Morris Avenue School on December 21, 2011 at no cost to the district. These students will be chaperoned by Mr. Porges, Ms. Bowles and Ms. Valenti.

Lincroft – Approximately 10 High School students to Brookdale Community College on April 25, 2012 at a total cost not to exceed \$175.00. These students will be chaperoned by J. Nieves (Acct. #15-190-100-800-167-01-00).

Allentown - Approximately 70 Middle School students to Dorney Park on June 1, 2012 at a total cost not to exceed \$7,272.00. These students will be chaperoned by H. Whitmore, R. Stout and four additional chaperones to be named at a later date (Vocal Music Account #M130 and Band Funds).

New York – Approximately 30 Middle School students to Lincoln Center for the Performing Arts on February 8, 2012 at a total cost not to exceed \$1,075. These students will be chaperoned by H. Whitmore and one additional chaperone to be named at a later date (Vocal Music Club (M130) Funds).