

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

MINUTES

NOVEMBER 18, 2014

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

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

A. ROLL CALL

Mrs. Perez - President
Mr. Dangler - Vice President
Mrs. George

Mr. Grant
Dr. Critelli
Mr. Zambrano

Mr. Parnell
Mr. Menkin
Mr. Covin

Administrator's Present

Dr. Salvatore
Mr. Freeman

Mr. Genovese
Mrs. Valenti

Ms. Dudick

Also Present

David Kaplan, Auditor with Wiss and Company

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

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

C-1. STATEMENT TO THE PUBLIC

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

D. APPROVAL OF MINUTES

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

- Agenda Meeting minutes of October 14, 2014
- Executive Session minutes of October 14, 2014
- Regular Meeting minutes of October 15, 2014

E. SECRETARY'S REPORT

1. BUDGET TRANSFER REPORTS – FY15 SEPTEMBER AND FY15 OCTOBER 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 September and FY15 October Transfers as listed be approved for the months ending September 30, 2014 and October 31, 2014.

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

Ayes:

Nays:

Absent:

Date: November 19, 2014

E. SECRETARY'S REPORT (continued)

2. BOARD SECRETARY'S REPORTS – SEPTEMBER 30, 2014 AND OCTOBER 31, 2014

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

3. REPORTS OF THE TREASURER – SEPTEMBER 30, 2014 AND OCTOBER 31, 2014

I entertain a motion that the Board approve the Report of the Treasurer for the months ending September 30, 2014 and October 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 September 30, 2014 and October 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).

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 September 30 2014 and October 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.

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

Ayes:

Nays:

Absent

Date: November 19, 2014

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

6. **BILLS AND CLAIMS – OCTOBER 15 - 31, 2014 AND NOVEMBER 1 – 19, 2014 FOR CHRIST THE KING, MICHELE CRITELLI, Ed.D., DONALD COVIN AND BILL DANGLER**

I entertain a motion that the Board approve the October 15 – 31, 2014 and November 1 – 19, 2014 bills and claims for Christ the King, Michele Critelli, Ed.D., Donald Covin and Bill Dangler (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

7. **BILLS AND CLAIMS – OCTOBER 15 - 31, 2014 AND NOVEMBER 1 – 19, 2014 FOR AVERY GRANT AND ALLAN MENKIN**

I entertain a motion that the Board approve the October 15 – 31, 2014 and November 1 – 19, 2014 bills and claims for Avery Grant and Allan Menkin (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

8. **BILLS AND CLAIMS – OCTOBER 15 - 31, 2014 AND NOVEMBER 1 – 19, 2014 FOR JIM PARNELL AND ARMAND ZAMBRANO**

I entertain a motion that the Board approve the October 15 – 31, 2014 and November 1 – 19, 2014 bills and claims for Jim Parnell and Armand Zambrano (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

9. **BILLS AND CLAIMS – OCTOBER 15 – 31, 2014 AND NOVEMBER 1 – 19, 2014 EXCLUDING CHRIST THE KING, MICHELE CRITELLI, Ed.D., DONALD COVIN, BILL DANGLER, AVERY GRANT, ALLAN MENKIN, JIM PARNELL AND ARMAND ZAMBRANO**

I entertain a motion that the Board approve the October 15 – 31, 2014 and November 1 – 19, 2014 bills and claims excluding Christ the King, Michele Critelli, Ed.D., Donald Covin, Bill Dangler, Avery Grant, Allan Menkin, Jim Parnell and Armand Zambrano (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

10. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – OCTOBER 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 October 31, 2014 (which will be labeled **APPENDIX E** and made part of the permanent minutes upon Board approval).

11. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF OCTOBER 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 October 31, 2014 (which will be labeled **APPENDIX F** and made part of the permanent minutes upon Board approval).

Dr. Salvatore asked Dave Kaplan of Wiss and Company to brief the Board of Education on the FY2014 audit.

Mr. Kaplan discussed with the Board the details of the audit.

Mr. Kaplan – There are 3 major areas that I review and comment on, all received an unmodified opinion which is the highest opinion you can receive for an audit. The Board again did a phenomenal job with respect to record keeping and I received a tremendous amount of support from all district personnel. This year there are no recommendations or findings. Cash flow wise the district is very tight and without the borrowing of the \$3.6 million for the delayed State Aid payment last year there would have been a cash flow deficit.

Dave Kaplan left the meeting at 7:08 P.M.

Motion was made by Mr. Parnell, seconded by Mr. Dangler and carried by roll call vote that the Board approve the following item (1).

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

1. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 7:12 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 **suspension of Carlos Vega** 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.

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

Ayes: 9
Nays: 0
Absent: 0
Date: November 19, 2014

The Board returned to open session at 7:35 P.M.

ROLL CALL

Mrs. Perez - President
Mr. Dangler - Vice President
Mrs. George

Mr. Grant
Dr. Critelli
Mr. Zambrano

Mr. Parnell
Mr. Menkin
Mr. Covin

Mr. Parnell showed the back packs that are being donated to the students by the Long Branch Fire Department.

Dr. Salvatore – They will be given out at the schools.

F. SUPERINTENDENTS REPORT

1. STUDENT COUNCIL PRESIDENT'S REPORT

2. SCHOOL PRESENTATION

The Amerigo A. Anastasia School talented theme will present "Global Awareness". They will use the song "Love Train" as a means to portray the many things important to our students and students around the world such as love for all, peace for everyone, positive power at all times, follow anti-bullying rules and show consideration for everyone at all times.

3. RECOGNITION OF ACHIEVEMENTS

The following students were winners of the Veteran's Day Essay Contest for 2014 sponsored by the City of Long Branch. Each winner will receive a \$100.00 bond.

High School - Leadership	-	VICTORIA CATTELONA	Grade 12
Middle School -SCT	-	AISA FERATOVIC	Grade 7
George L. Catrambone School	-	ANDRE CHATMAN	Grade 5

4. PRESENTATION OF AWARDS

A) DISTRICT VOLUNTEERS

Gabriela Villata	Sanders Yolander
Bridgette Furnari	Laura Ciavolino
Wanda Castle	Lauren Condone-Godsil
Theresa Careri	Anita Mitchell
Jill Careri	Jack Mandall
Frank Careri	Araxy Lopez
Dorothy Celestian	Stephanie Ging
Shameera Forehand	

B) TEACHER OF THE MONTH – OCTOBER

CARLOS VILLACRES, Guidance Counselor, George L. Catrambone School, presented by Mrs. Perez

C) SUPPORT STAFF OF THE MONTH – OCTOBER

MATILDE ROMAN, Secretary, Audrey W. Clark School, presented by Mrs. Perez

G. GENERAL ITEMS

Comments from the Instruction and Program Committee Chair (APPENDIX O-1)

Mr. Covin reviewed with the Board the comments from the Instruction and Program Committee meeting. He spoke very highly of the LinkIt program which provides a lot of data that will aid teachers and administration in the evaluation process for students. He stated that there is a lot of curriculum that needs to be re-written to keep up with the core curriculum standards. The committee also decided to table discussions regarding the gifted program until their next meeting.

Dr. Salvatore reviewed with the Board target action plans.

Dr. Salvatore – While using the LinkIt resources we have noticed several anomalies in testing where the predicted model that LinkIt uses did not accurately reflect the actual test scores from the State. Through the review process it appears that there is over prompting taking place in the classrooms. In a regular teaching environment that is an acceptable practice but not so with testing. This is why we are seeing test scores at the State level so low. We are putting in corrective action measurements to stop this practice going forward which will increase the accuracy of the predicted model that we receive from LinkIt.

2. APPROVAL OF PARTICIPATION IN THE SUSTAINABLE JERSEY FOR SCHOOLS CERTIFICATION PROGRAM

I recommend the Board approve the following Resolution:

RESOLUTION

WHEREAS, the Long Branch Board of Education, herein referred to as the “Board”, seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification, and

WHEREAS, the Board and Superintendent of Schools seek to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost effective solutions, and

WHEREAS, extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health and nutrition; to integrate sustainability education into classroom learning and to support students in becoming leaders in making their schools healthier and more sustainable places, and

WHEREAS, many options and choices exist for schools to use resources more efficiently; to reduce, reuse and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment, and

G. GENERAL ITEMS (continued)

2. APPROVAL OF PARTICIPATION IN THE SUSTAINABLE JERSEY FOR SCHOOLS CERTIFICATION PROGRAM

WHEREAS, sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety and prosperity of our children, and

WHEREAS, the Board commits to the formation of at least one Sustainability Leadership Team (also referred to as "Green Team"), based on the guidance of Sustainable Jersey for Schools, and

WHEREAS, Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships, and

WHEREAS, the Board will encourage Green Teams at all district schools by providing networking and educational opportunities,

NOW THEREFORE BE IT RESOLVED that the Board agrees to participate in Sustainable Jersey for Schools, and it is the Board's intention to pursue certification for schools in the district

BE IT FURTHER RESOLVED, that we hereby appoint Ann Degnan, Facilities Manager, to be the district's liaison to Sustainable Jersey for Schools, and

BE IT FURTHER RESOLVED, we do hereby recognize the High School, Middle School, George L. Catrambone School, Amerigo A. Anastasia School, Gregory School, Lenna W. Conrow School, Joseph M. Ferraina Early Childhood Learning Center, Morris Avenue School and Audrey W. Clark School as the agents to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for School actions. We agree to complete district actions and to support the district's schools in completing their actions.

Peter E. Genovese III
School Business Administrator/Board Secretary

Ayes:

Nays:

Absent:

Date: November 19, 2014

Comments from the Operation and Management Committee Chair (APPENDIX O-2)

Mr. Zambrano reviewed with the Board the minutes from the Operation and Management Committee meeting, stating that 4 Pre-school classrooms are moving to Holy Trinity beginning January 1, 2015.

Mrs. Perez – Will there be an administrator at Holy Trinity?

G. GENERAL ITEMS (continued)

Comments from the Operation and Management Committee Chair (APPENDIX O-2)
(continued)

Dr. Salvatore – Matt Johnson will be over seeing the operations at Holy Trinity. Most likely Gail Becker, member of the PIRT team will be there on site.

Dr. Salvatore – With respect to the High School, we are hoping to go out to bid in January and break ground in the spring.

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

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

4. ACCEPTANCE OF THE 2014 AUDIT

I recommend the Board accept the 2014 audit as presented by David Kaplan of Wiss and Company.

5. APPROVAL OF RECAPTURE TECHNOLOGIES TO MANAGE E-RATE SERVICES

I recommend the Board approve Recapture Technologies for research, preparation, filing and administration of the E-rate process, plus telecommunications oversight for the 2015/2016 funding year at a total cost not to exceed \$36,000.

6. MONMOUTH UNIVERSITY POOL RENTAL

I recommend the Board approve the agreement with Monmouth University for the use of its pool for the Long Branch High School swim team for the 2014-2015 season at a cost not to exceed \$14,836.00 plus a \$1,000.00 security deposit.

Mr. Covin expressed concern with respect to paying Monmouth University for the pool rental when in fact we have so many students participating in our student teaching program.

Dr. Salvatore – There was a meeting several years ago with the then President of the University which did not go well due to the fact that there are many other services Monmouth University provides to us at no charge. If the Board is committed to having those fees reduced I will meet with their President to discuss.

7. ESTABLISHMENT OF THE TERRY PAUL MEDMEMORIAL SCHOLARSHIP

I recommend the Board approve the establishment of the Terry Paul Memorial Scholarship. The scholarship will be awarded to a graduating senior, male or female, who participated in track and football for a male student and track and any other sport for a female student, National Honor Society Member and a 3.4 or better GPA. If an applicant does not meet this criteria the scholarship will be awarded to any 2 sport athlete that is a National Honor Society member.

8. ESTABLISHMENT OF THE IRENE RITTER FOUNDATION SCHOLARSHIP

I recommend the Board approve the establishment of the Irene Ritter Foundation Scholarship. This is a one-time \$5,000 award for a college bound male or female who is in good academic standing with a B average or better, good disciplinary standing, demonstrates financial need and has been active in the community.

G. GENERAL ITEMS (continued)

9. GIFTS TO SCHOOLS

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

Donated by:

Green & White Association	\$1,000	Divisional Sportsmanship Champion Banners
Green & White Association	\$ 600	Vault Box Cover (Outdoor track)

10. APPROVAL TO SUBMIT THE 2014-2015 PROGRESS TARGET ACTION PLANS

I recommend the Board approve the submission of the 2014-2015 Progress Target Action Plans to the New Jersey Department of Education.

Dr. Salvatore re-iterated his comments during the curriculum and instruction committee report and stated that when several sub groups do not meet proficient status there has to be a progress target action plan in place and approved by the Board of Education.

11. APPROVAL OF PARTNERSHIP AGREEMENT WITH BIG BROTHERS/BIG SISTERS

I recommend the Board approve the Long Branch High School and Monmouth Medical Center Site Based Mentoring Program for Big Brothers Big Sisters of Monmouth County for the 2014-2015 school year, of which the school district will provide \$7,000 to partially fund this program. The objective is to provide one-to-one mentoring to at-risk youth to gain the confidence, skills and tools needed to graduate high school, enroll in college and enter the workforce.

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.

H. PERSONNEL ACTION

Comments from the Communications/Security Committee Chair (APPENDIX O-3)

Mr. Grant reviewed the Committee report with the Board.

12. RESOLUTION

I recommend the Board approve the Resolution to suspend with pay Carlos Vega –
APPENDIX G.

H. PERSONNEL ACTION (continued)

13. 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.

HEATHER O'NEILL

Preschool Teacher
540 Broadway
BA, Step 1
\$48,801

Education: New Jersey City University

Certification: Teacher of Preschool through Grade 3

(Acct#:11-105-100-101-000-04-00) (UPC#:1387-04-PRESC-TEACHR)

Effective: December 1, 2014

JESSICA EMLEY

Teacher of the Handicapped
Gregory School
BA, Step 1
\$48,801

Education: Monmouth University

Certification: Students with Disabilities, Preschool through Grade 3

(Acct#:15-212-100-101-000-07-00) (UPC#:0691-07-SEBDC-TEACHR)

Replaces: C. Oppito, resigned

Effective: November 20, 2014

ALLYSSA PLATTS

Math
High School
MA, Step 1
\$52,801

Education: State University of New York

Certification: Mathematics

(Acct#:15-140-100-101-000-01-00) (UPC#:0081-01-MATHC-TEACHR)

Replaces: N. Yousseff, retired

Effective: pending criminal history

SHAWN BROWN

Health/PE
Middle School
BA, Step 1
\$48,801

Education: College of New Jersey

Certification: Health and Physical Education

Replaces: P. Segner (retired)

(Acct#:15-130-100-101-000-02-00) (UPC#:0258-02-PEHLT-TEACHR)

Effective Date: 1/1/15

H. **PERSONNEL ACTION (continued)**

13. **CERTIFIED STAFF (continued)**

GREGORY PENTA

Grade 2
Anastasia School
BA, Step 1
\$48,801

Education: Montclair State University

Certification: Health and Physical Education: P-3: Elementary

Replaces: A. Sirianni (resigned)

(Acct#:15-120-100-101-000-07-00) (UPC#:1155-07-PEHLT-TEACHR)

Effective Date: 1/1/15

14. **EMPLOYMENT OF 12 MONTH SECRETARIES - 2014-2015 SCHOOL YEAR**

I recommend the Board approve the employment of the following named individuals as 12 month secretaries for the 2014-2015 school year effective: pending criminal history

YEIMI LABRUZZO, at Pupil Personnel Services, at a salary of \$41,728.00, step 12, level 3. (Acct#:11-000-219-105-000-11-00)(UPC#:0888-11-OFPPS-SEC123)

Replaces: J. VanPelt, retired

TIFFANY RAWLS-DILL, at Pupil Personnel Services, at a salary of \$41,728.00, step 12, level 3 (Acct#:11-000-219-105-000-11-00) (UPC#: 0886-11-OFPPS-SEC123) Replaces: K. Maldonado, reassigned

MILAGROS CRESPO, at Pupil Personnel Services, at a salary of \$41,728.00, step 12, level 3 (Acct#:11-000-219-105-000-11-00) (UPC#:0885-11-OFPPS-SEC123) effective: November 20, 2014: replaces: S. Sharp, retired

15. **EMPLOYMENT OF INSTRUCTIONAL ASSISTANT FOR THE 2014-2015 SCHOOL YEAR:**

I recommend the Board approve the employment of the following named individual as an instructional assistants for the 2014-2015 school year:

FELICIA WINSLOW, Audrey W. Clark School, at a salary of \$14.30/hr.+\$250. BA, pro rated \$18,081 effective: Pending criminal history (Acct#:15-209-100-106-000-06-00) (UPC#:1319-06-SEBDC-PARAPF)

16. **EMPLOYMENT OF PART-TIME INSTRUCTIONAL ASSISTANT FOR THE 2014-2015 SCHOOL YEAR:**

I recommend the Board approve the employment of the following named individuals as part time instructional assistant for the 2014-2015 school year:

JAMIL PITTS, Anastasia School, at a salary of \$14.30/hr.+250.00 BA, effective 11/20/14 (Acct#:11-000-217-100-000-03-00) (UPC#:0456-03-SELDI-PARAPF)

H. **PERSONNEL ACTION (continued)**

17. **RETIREMENT**

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

CATHY GIBSON, George L. Catrambone School secretary, effective January 1, 2015. Mrs. Gibson has a total of 28 years and 3 months of service.

PAMELA SEGNER, Middle School teacher, effective December 31, 2014. Ms. Segner has a total of 35 years and 9 months of service.

18. **RESIGNATION – CONTRACTUAL POSITION**

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

FELIX FLAVIEN, High School teacher, effective January 2, 2015.

CARLY OPPITO, Gregory School teacher, effective December 7, 2014 or sooner if a suitable replacement is found.

CHRISTIAN PEREZ, Audrey W. Clark School instructional assistant, effective November 7, 2014.

LISA ROLAND SMOLENYAK, Instructional Assistant, effective November 21, 2014.

LINDA SCHWEITZER, part-time bus aide, effective December 19, 2014.

19. **RESIGNATION – STIPEND POSITION**

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

LOIS ALSTON, Middle School mathematics head teacher, effective October 31, 2014.

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

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

DISTRICT

Black Seal Boiler License \$550.00

Genaro Benitez, Charles Dukes, Rodolfo Itzol, Jr., Kenneth Laureano, Werner Montenegro, Richard Morgan, Ismael Navarro

Building Security for Mischief Night and Halloween \$15.00/hr.

Kamilah Bergman, Dorothy Bowles, Alfred Burrell, Cesare Iengo
Brenda Itzol, Terrence King, Lenor Langan, Joseph Lebron,
Alberto Moreno, Cynthia Murphy, Jack Stovall, and James Sweeney
For Mischief Night only: Robert Stout, Charles Widdis

Home Instruction \$28.84/hr.

Jose Melendez, Tarik Morrison, Meredith Riddle, Joanne Rohrman,
A. Holly Rozza

Equipment Operators: Snow Removal \$25.00/hr.

Cesare Iengo, Kristopher Parker, Robert Stout, Jack Stovall,

MIDDLE SCHOOL

Building Security \$15/hr.

Barbara Greeley, Peter Spina

H. **PERSONNEL ACTION (continued)**

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

MIDDLE SCHOOL (continued)

Grade 8 Activities Advisor \$900
Howard Whitmore

Head Teacher – Mathematics \$3,950
Erika Tusi

Homework Club \$24.21/hr.

Margaret Barton, Matthew Bufano, Nicole Carroll, Catherine Delia, Mary Henderson, Christine Manzella, Joseph Maratta, Denise Schulz-Nick, Cheryl Stavola, Holly Terraciano, Jamie Lynn Bazyl

Substitute Lunchroom Monitor \$21.36/session
Maureen Alexander

6th Period \$4,500
Nicole Carroll

GEORGE L. CATRAMBONE SCHOOL

Substitute Breakfast Monitor	Jose Melendez	\$13.08/session
Substitute Lunchroom Monitor	Jose Melendez	\$21.36/session

21. **COACHING/ATHLETIC STIPENDS: WINTER 2014-2015 SCHOOL YEAR**

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

HIGH SCHOOL

B/G Swimming Asst. Coach	William Lisa Jr.	Step 6	\$2,856
FR Wrestling Head Coach	Douglas Cornell	Step 6	\$3,496
FR Basketball Head Coach	Nemeil Navarro	Step 6	\$3,496

Wrestling Asst. Coach	Daniel Lopes	VOLUNTEER
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22. **ELEMENTARY MINI-CLINICS: 2014-2015 SCHOOL YEAR**

I recommend the Board approve/ratify the following elementary mini-clinic advisors for the 2014-2015 school year:

FALL: December 2014 \$1,110/season

Cheering/Dance Advisors
Brenda Itzol Jessica Rodriguez

Track Advisors
Suraya Kornegay Jack Stovall

Wrestling Advisors
John Jasio Tarik Morrison

H. **PERSONNEL ACTION (continued)**

22. **ELEMENTARY MINI-CLINICS: 2014-2015 SCHOOL YEAR (continued)**

WINTER 1: January 2015

\$1,110/season

Baseball Advisors

Jose Melendez

James Reilly

Field Hockey Advisors

Gina Keagle

Elisa Perez

Softball Advisors

Laura Bland

Samantha Gallo

WINTER 2: February-March 2015

\$1,110/season

Soccer (Boys) Advisors

Brian Howell

Jeremy Martin

Soccer (Girls) Advisors

Katherine Gooch

Jessica Wegelin

Volleyball (Boys) Advisors

Brenda Itzol

Nemeil Navarro

Volleyball (Girls) Advisors

Edna Newman

Cari Rock

SPRING: April 2015

\$1,110/season

Basketball (Boys) Advisors

Tarik Morrison

Joseph Whelan

Basketball (Girls) Advisors

Katherine Gooch

Elisa Perez

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

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

24. **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 I).

25. **CHANGE OF TRAINING LEVEL**

I recommend the Board approve a change of training level for the following individual effective December 1, 2014:

PATRICIA CAULFIELD, Anastasia School teacher, to move from BA to BA +30 on the teacher's salary guide.

H. **PERSONNEL ACTION (continued)**

26. **STAFF TRANSFERS**

I recommend the Board approve the following staff transfers for the 2014 - 2015 school year as listed on **(APPENDIX J)**.

27. **SUBSTITUTE TEACHERS**

I recommend the Board approve the following substitute teachers:

Roger Brooks	Ronald Gallagher
Jason Roche	Raquel Rosa
Ruth Velasquez	Danielle Spinelli
Nicolas Simmons	Frederick Reeves
Joanna Roberts	Kathleen Scott

28. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

I recommend the Board approve the following substitute instructional assistants:

Soledad Navarro	David Keller
Angela Alcott	Linda Hennessey
Jenifer Shoats	Joanne DiMero

29. **SUBSTITUTE CORRIDOR AIDES**

I recommend the Board approve the following substitute corridor aides:

Renee Brouwer	Raphael Gomes de Sousa e Silva
Thomas McGlennon	

30. **SUBSTITUTE ATHLETIC TRAINER**

I recommend the Board approve the following substitute Athletic Trainer:

John Merris

31. **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.

<u>Monmouth University</u>	<u>Spring 2015</u>	<u>Jan. – May 2015</u>
Alexandra Baca	GLC	Michelle Abner/Phys Ed.
Gerard DiNola	AAA	Marcus Rodriguez/ Advisor
Gerard DiNola	High School	Hema Solanki/Counselor
Amanda Gilsey	Middle School	Jeremy Martin/Counselor
Jennifer Young	High School	Joe Palumbo/Counselor
Alexa Freguletti	High School	Tristan Fleck/History
Alexa Freguletti	High School	Jennifer Santana/History
Mariola Cieloch	LWC	Tammy Suzlbach /Pre K
Mariola Cieloch	JMF	Bonnie Tedeschi /Pre K
Nermin Mansour	High School	Christine Wegert/Counselor
Stevyn Norkus	Middle School	Maureen Lovato /Phys Ed.
Margaret Smith	High School	Kelly Weggett/ ESL History
<u>New Jersey City University</u>	<u>Spring 2015</u>	<u>Jan. – May 2015</u>
Yuri Williamson	LWC	Susan Tomaini/PreK

H. PERSONNEL ACTION (continued)

32. APPROVAL TO CHARGE SALARIES TO IDEA FOR FY2014

I recommend the Board ratify the allocation of federal salaries to be charged to IDEA for FY2014 as listed on **APPENDIX K**.

I. STUDENT ACTION

33. 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**).

34. 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).

35. APPROVAL OF THERAPY DOG VISITATIONS AT THE ANASTASIA AND GREGORY SCHOOLS FOR THE 2014-2015 SCHOOL YEAR

I recommend the Board approve a recommendation by the Child Study Team for therapy dog visitations to the Amerigo A. Anastasia and Gregory Schools. Last year, the weekly or biweekly visits to the special classes for children with autism and cognitive impairments greatly benefited from the therapy dogs. There was an overall increase in socialization as well as verbal skills with all of the students involved in the program. There is no fee for this service.

36. PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION

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

37. PLACEMENT OF ATYPICAL TUITION-IN STUDENTS FOR THE 2014-2015 SCHOOL YEAR

I recommend the Board approve the placement of the following tuition-in students to our district for the 2014-2015 school year:

FROM: MONMOUTH REGIONAL HIGH SCHOOL

Student: ID #1476240169
Placement: Long Branch High School
(Special Class/MCI)
Tuition: \$13,868.81
Effective Dates: 10/1/14 – 6/19/15

FROM: MONMOUTH REGIONAL HIGH SCHOOL

Student: ID #1824559536
Placement: Long Branch High School
(Special Class/MCI)
Tuition: \$13,550.07
Effective Dates: 11/14/14 – 6/19/15

I. STUDENT ACTION (continued)

38. APPROVAL OF CONTRACTED SERVICES FOR THE 2014-2015 SCHOOL YEAR

I recommend the Board approve a recommendation for contracted services provided by the Delta-T Group, an agency that provides professionals in Human Services, Nursing, and Educational fields for long and short term needs, for the 2014-2015 school year. The following professionals are on an as needed basis:

ABA Therapist	\$30.00/Hour
ABA Aid	\$22.00/Hour
RN	\$41.75/Hour
LPN	\$33.00/Hour
PT, OT, SLP	\$85.00/Hour
COTA	\$55.00/Hour
School Social Worker	\$34.00/Hour
Home Instructor	\$40.00/Hour
LDTC Evaluations	\$400.00/Evaluation

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:

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

Tuition: \$63,000.00/Student/Year
Transportation
Effective Dates: 10/20/14 – 6/19/15

ID #2396106620, classified as Eligible for Special Education and Related Services.

NOTE: A Child Study Team recommendation due to the student's continued behavioral and emotional concerns.

**OAKWOOD SCHOOL
TINTON FALLS, NEW JERSEY**

Tuition: \$49,887.00/Student/Year
Transportation
Effective Dates: 10/22/14 – 6/19/15

ID #8144527619, classified as Eligible for Special Education and Related Services.

NOTE: A Child Study Team recommendation due to the student's continued behavioral and emotional concerns.

I. **STUDENT ACTION (continued)**

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

MOESC/45-DAY ALTERNATE INTERIM PROGRAM
TINTON FALLS, NEW JERSEY

Tuition: \$225.00/Student/Day
Effective Date: 10/22/14

ID #3806100791, classified as Eligible for Special Education and Related Services.

NOTE: The student resides in a Neptune foster care home and attends Neptune High School. The Neptune and Long Branch Child Study Teams have recommended the 45-day Alternate Interim Program due to behavioral concerns. Upon completion of program Neptune will re-consider placement.

40. **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 student:

BANCROFT SCHOOL
HADDONFIELD, NEW JERSEY

Tuition: \$50,727.60/Student/Year
Extraordinary Services: \$31,680.00/Year
Effective Date: 11/10/14

ID #2694073158, classified as Eligible for Special Education and Related Services.

NOTE: Termination was requested by the Child Study Team after an exhaustive search to locate and substantiate the mother's residency in our district.

41. **CORRECTIONS/REVISIONS TO MINUTES**

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

October 15, 2014

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

Sabrina Sheeran, Joseph M. Ferraina Early Childhood Learning Center teacher from December 20, 2014 to January 20, 2015. This should have read from October 17, 2014 to October 31, 2014.

FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

Sabrina Sheeran, Joseph M. Ferraina Early Childhood Learning Center teacher from January 21, 2015, 2015 to April 2, 2015. This should have read from November 3, 2014 to January 5, 2015.

Constance Fort, Lenna W. Conrow School nurse, from September 2, 2014 to June 30, 2015. This should have read Family/Medical leave of absence using sick days from September 2, 2014 to September 15, 2014.

41. **CORRECTIONS/REVISIONS TO MINUTES (continued)**

October 15, 2014 (continued)

FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAYS

Constance Fort, Lenna W. Conrow School nurse, from September 16, 2014 to October 2, 2014 using paid days.

FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

Constance Fort, Lenna W. Conrow School nurse from October 3, 2014 to June 30, 2015. This should have read Family/Medical leave of absence without pay from October 3, 2014 to June 30, 2015.

August 27, 2014

MENTOR/MENTEE STIPENDS FOR THE 2014-2015 SCHOOL YEAR - \$550/yr

Eileen Ray, Fiona McKeon and Majani Morgan are not paid mentors.

July 23, 2014

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

Wanda Jetter, George L. Catrambone instructional assistant, effective September 15, 2014. This should have read November 17, 2014.

Motion was made by Mr. Menkin, seconded by Mr. Covin and carried by roll call vote that the Board approve the following item (42).

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

42. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:45 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 **legal updates** with the resulting action being made public when a proper conclusion has been reached; and there is no longer a need for confidentiality;

42. **RESOLUTION FOR CLOSED EXECUTIVE SESSION (continued)**

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.

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

Ayes: 9
Nays: 0
Absent: 0
Date: November 19, 2014

The Board returned to open session at 9:00 P.M.

ROLL CALL

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

Mrs. Perez congratulated Dr. Critell on receiving her doctorate degree.

DISCUSSION

1. Parents of Autistic Children (POAC) – clothing donation bins

The Board had a brief discussion with regards to placing clothing donation bins around the district for POAC. The consensus was not to participate at this time due to other projects the district is working on.

2. Holy Trinity – re-location of Pre-School classrooms for FY15 and Rental of Holy Trinity for FY16

Dr. Salvatore explained to the Board the need to use Holy Trinity both this year and next for which the Board concurred.

3. George L. Catrambone School parking lot

Dr. Salvatore – We are waiting to hear from the DEP prior to going out to bid.

4. Open House at the Health Center – November 19, 2014 – 11:00 A.M. – 1:00 P.M. and 2:30 P.M. – 5:00 P.M.

Dr. Salvatore reminded the Board of the Open House at the Health Center for anyone who would like to attend.

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

No one addressed the Board.

K. ADJOURNMENT – 9:12 P.M.

There being no further discussion, motion was made by Mr. Parnell, seconded by Dr. Critelli and carried by roll call vote that the Board adjourn the meeting at 9:12 P.M.
Ayes (9), Nays (0), Absent (0) 0

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