

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

MINUTES

NOVEMBER 27, 2012

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. Beams - Vice President
Mrs. George

Mrs. Perez
Mr. Grant
Mrs. Critelli

Mr. Zambrano
Mr. Parnell
Mr. Menkin

Administrators Present

Mr. Salvatore
Mr. Freeman

Mr. Genovese
Mrs. Valenti

Mr. Penta
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

Bill Dangler, Board of Education 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

Mr. Dave Kaplan briefed the Board of Education on the audit and findings for fiscal year 2012. He stated that the highest opinion you want to see from an auditor is one that is unqualified and the Board has received that in all 3 areas he reviewed. He further stated that the CAFR and the audit would all be filed in a timely manner. This year there are additional schedules with respect to Fund 30 for the purpose of recording the purchase of solar equipment. The year end fund balance was again strong however \$3.5 million was used for this fiscal year which left approximately \$1.5 million unreserved. He feels very confident in the level of expertise of the fiscal team and was highly complimentary of the fiscal staff that is currently in place.

With respect to findings, Mr. Kaplan explained that he had encountered 2, which he feels is extremely good given the size of the district. The findings were as follows:

1. The Treasurer's Report at year end did not reflect a deposit in transit into the enterprise fund from the warrant account. He explained that at year end a check was cut appropriately from the warrant account to be received by the enterprise fund but since the last day of the fiscal year was Friday, the check did not get into the enterprise fund until July 3 of the following week. This transaction failed to appear on the year end information sent to the treasurer.
2. With respect to the Food Service program, the monthly expenses paid to Sodexo did not appear on the bills and claims that the Board receives.

Mr. Kaplan re-iterated his pleasure in working with the fiscal team and congratulated the Board on a very strong audit.

There being no further questions or concerns, Mr. Kaplan left the meeting

Mrs. Perez commented on the on-line system for applications for free and reduced lunch.

Mr. Salvatore – The system worked extremely well this year and we are looking to having a more efficient process in place for next year.

D. **APPROVAL OF MINUTES**

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

- Agenda Meeting minutes of October 16, 2012
- Regular Meeting minutes of October 17, 2012

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY13 SEPTEMBER AND FY13 OCTOBER TRANSFERS**

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

RESOLUTION

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

NOW, THEREFORE BE IT RESOLVED that the attached line item transfer FY13 September and FY13 October Transfers as listed be approved for the months ending September 30, 2012 and October 31, 2012.

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

Ayes:

Nays:

Absent:

Date: November 28, 2012

2. **BOARD SECRETARY'S REPORTS – SEPTEMBER 30, 2012 AND OCTOBER 31, 2012**

I entertain a motion that the Board approve the Board Secretary's Reports for the months ending September 30, 2012 and October 31, 2012 (**APPENDIX B**).

3. **REPORTS OF THE TREASURER – SEPTEMBER 30, 2012 AND OCTOBER 31, 2012**

I entertain a motion that the Board approve the Reports of the Treasurer for the months ending September 30, 2012 and October 31, 2012 (**APPENDIX C**).

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

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, 2012 and October 31, 2012 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, 2012 and October 31, 2012 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

Ayes:

Nays:

Absent

Date: November 28, 2012

6. **BILLS AND CLAIMS – OCTOBER 22 - 31 2012 AND NOVEMBER 1 – 28, 2012 FOR CHRIST THE KING PARISH, JOHN GUIRE CO., MICHELE CRITELLI, ANDREW CRITELLI AND JIM PARNELL**

I entertain a motion that the Board approve the October 22 – 31, 2012 and November 1 – 28, 2012 bills and claims for Christ the King Parish, John Guire Co., Michele Critelli, Andrew Critelli and Jim Parnell (**APPENDIX D**).

7. **BILLS AND CLAIMS – OCTOBER 22 - 31 2012 AND NOVEMBER 1 – 28, 2012 FOR BILL DANGLER AND AVERY GRANT**

I entertain a motion that the Board approve the October 22 - 31, 2012 and November 1 – 28, 2012 bills and claims for Bill Dangler and Avery Grant (**APPENDIX D**).

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

8. **BILLS AND CLAIMS – OCTOBER 22 – 31, 2012 AND NOVEMBER 1 – 28, 2012 FOR ARMAND ZAMBRANO AND AL MENKIN**

I entertain a motion that the Board approve the October 22 – 31, 2012 and November 1 – 28, 2012 bills and claims for Armand Zambrano and Al Menkin (**APPENDIX D**).

9. **BILLS AND CLAIMS – OCTOBER 22 – 31, 2012 AND NOVEMBER 1 – 28, 2012 EXCLUDING CHRIST THE KING PARISH, JOHN GUIRE CO., MICHELE CRITELLI, JIM PARNELL, BILL DANGLER, AVERY GRANT, ARMAND ZAMBRANO, AL MENKIN AND ANDREW CRITELLI**

I entertain a motion that the Board approve the October 22 – 31, 2012 and November 1 – 28, 2012 bills and claims excluding Christ the King Parish, John Guire Co., Michele Critelli, Jim Parnell, Bill Dangler, Avery Grant, Armand Zambrano, Al Menkin and Andrew Critelli (**APPENDIX D**).

10. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – OCTOBER 31, 2012**

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, 2012 (**APPENDIX E**).

11. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF OCTOBER 31, 2012**

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, 2012 (**APPENDIX F**).

Prior to the review of the Agenda with the Board, Mr. Menkin asked Mr. Salvatore about displaced students from the storm.

Mr. Salvatore – We received 2 new enrollees and 17 students withdrew and went to other districts for now.

Mrs. Perez commented that a homeless child placed in a hotel would attend that district of residence.

Mr. Salvatore reviewed the Agenda with the Board.

SUPERINTENDENT’S REPORT

- 1. **SCHOOL PRESENTATION** – The Amerigo A. Anastasia School will present their rendition of “I Believe” which will include an exciting song, video and a surprise dance.

- 2. **RECOGNITION OF ACHIEVEMENTS**

The following students were winners of the Veteran’s Day Essay Contest for 2012 sponsored by the City of Long Branch. Each winner will receive a \$100.00 bond.

| | | | |
|----------------|---|----------------------------|----------|
| High School | - | RUBY LISS | Grade 10 |
| Middle School | - | LOBO ITZOL | Grade 8 |
| Gregory School | - | PRINCESS HUTCHINSON | Grade 4 |

Mr. Salvatore – The students will be reading their essays at the Board meeting tomorrow night since they could not do it at City Hall due to the storm.

- 3. **PRESENTATION OF AWARDS**

A) DISTRICT VOLUNTEERS

| | |
|-------------------|---------------------|
| Pam Colon | Michelle Velazquez |
| Ken Devory | Alda Viegas |
| Nicholas Ieronimo | Cindiann Larson |
| Maria Oliveira | Melissa Christopher |
| Katherine Peck | Marjorie Chulsky |
| Carol Sama | Markus Rodriguez |
| Dorothy Suggs | Samuel Sapp |
| Yolanda Umana | |

B) AWARDING OF TENURE CERTIFICATES

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

GREGORY SCHOOL

Presented by: Bridgette Burt

NIKOLAS GREENWOOD - **Teacher**

SUPERINTENDENT'S REPORT (continued)

3. PRESENTATION OF AWARDS (continued)

B) AWARDING OF TENURE CERTIFICATES (continued)

MIDDLE SCHOOL – SCIENCE COMPUTER TECHNOLOGY ACADEMY

Presented by: Evelyn Cruz

| | | |
|--------------------------------|---|----------------|
| LORI OLSON | - | Teacher |
| GELSOMINA MIGNANO LEUCK | - | Teacher |

HIGH SCHOOL – SCHOOL OF LEADERSHIP

Presented by: Frank Riley

| | | |
|---------------------------|---|----------------|
| RICHARD RICIGLIANO | - | Teacher |
|---------------------------|---|----------------|

C) EMPLOYEE OF THE MONTH – October

ASHLEY STUBBINGTON, Middle School SCT Academy teacher, presented by Mr. Dangler

4. GIFTS TO SCHOOLS

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

Donated by:

| | | |
|-----------------|-----------------|---|
| WB Mason | \$6,000. | Assorted supplies and food for Hurricane Sandy victims |
|-----------------|-----------------|---|

Mr. Salvatore – I am trying to get a collective list of all gifts to schools so individualized donors can be recognized.

Mr. Menkin – Will we be recognizing the people who helped during the storm?

Mr. Salvatore – There are too many people to mention and I wouldn't want to leave anyone out. We had numerous volunteers, administrators, teachers and community members who came out to help.

Mr. Parnell – The PTO's and PTA came in to help as well.

Mrs. Perez stated her concern with respect to the attendance officer and the current work load.

Mr. Salvatore – We do have a lot of children who are out from time to time. Frank Scarlata's position is only part time and although we are looking into this issue, we are also being very conservative with respect to our budget concerns for next year.

Mr. Parnell – Can we re-assign someone temporarily?

SUPERINTENDENT'S REPORT (continued)

Mr. Salvatore – It is a full time position which is necessary all year long.

Mrs. Beams – Is this mostly a High School issue?

Mr. Salvatore – Attendance issues are a larger concern at the High School.

GENERAL ITEMS

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

I recommend the Board ratify the submission of the Long Branch school district's Annual Maintenance Budget Amount Worksheet (Form M-1) to the New Jersey Department of Education, Monmouth County office.

2. **NONPUBLIC SCHOOL REQUESTS FOR TECHNOLOGY UNDER THE NEW JERSEY NONPUBLIC TECHNOLOGY INITIATIVE PROGRAM**

RESOLUTION

WHEREAS, the Long Branch School District has consulted with the administrator of each of the participating nonpublic schools located within the Public School District; and

WHEREAS, the Long Branch School District has advised the nonpublic schools regarding the limit of funds available for the provision of technology for the full-time pupils enrolled in the nonpublic schools; and

WHEREAS, the Long Branch School District is in agreement with the technology to be provided to the nonpublic schools within the limit of the funds that are available;

NOW THEREFORE BE IT RESOLVED that the Board of Education approves the New Jersey Nonpublic School Technology Initiative Program Request Form from the following nonpublic schools:

| <u>School</u> | <u>Textbooks</u> | <u>Nursing</u> | <u>Technology</u> |
|---------------------------|-------------------------|-----------------------|--------------------------|
| Ma'or Yeshiva HS for Boys | \$ 2,642.00 | \$ 3,667.00 | \$ 975.00 |
| Seashore School | \$ 9,194.00 | \$12,761.00 | \$3,393.00 |
| Totals | \$11,836.00 | \$16,428.00 | \$4,368.00 |

AND BE IT FURTHER RESOLVED that the Board of Education approves the New Jersey Nonpublic School Technology Initiative Program Agreement and will forward certified minutes of this Resolution with the Program Agreement to the Monmouth County Superintendent of Schools within the timelines set by the State Department of Education.

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

Ayes:

Nays:

Absent:

Date: November 28, 2012

GENERAL ITEMS (continued)

3. AUTHORIZATION TO ACCEPT ADDITIONAL FUNDING

I recommend the Board authorize the acceptance of additional funding for FY2013 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 | \$ 18,394.00 | \$2,090.00 | \$ 20,484.00 |
| Supplemental Instruction | \$ 9,714.00 | \$ 624.00 | \$ 10,338.00 |

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.

Mrs. Perez – Did the Race to the Top grant get submitted?

Mr. Salvatore – Yes. Originally 70 districts in New Jersey were interested in the grant. Only 13 districts sent their proposals to the federal government. We should hear shortly if we have made it into the first round.

Mr. Menkin – What would the impact be on sequestered government funding?

Mr. Salvatore – If the Federal Government were unable to meet certain adjustments to the budget, there will be automatic reductions across the board in many programs some of which affect Boards of Education. For our district it could mean a loss of approximately \$300,000 in IDEA and Title I funds.

4. AUTHORIZATION TO ACCEPT IMPACT AID FUNDING

I recommend the Board authorize the acceptance of FY2013 Impact Aid funding in the amount of \$19,911.54.

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

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

5. APPROVAL 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 2013/2014 funding year at a total cost not to exceed \$36,000.

GENERAL ITEMS (continued)

6. AUTHORIZATION TO SUBMIT THE PRESCHOOL PROGRAM PLAN AND BUDGET PLANNING WORKBOOK

I recommend the Board authorize the submission of the 2013-2014 Preschool Program Plan and Budget Planning Workbook to the New Jersey State Department of Education.

Mr. Salvatore - This is a summation of the budget for fiscal year 2014. We have to approve it now since there is no Board meeting in December. The amount of money is approximately the same as this year, about \$9.8 million for approximately 52 regular education classrooms. We are waiting to hear if pre-school class size will increase from 15 to 16. If that happens, we will need 8 less classes for next year.

7. ACCEPTANCE OF THE 2012 AUDIT FINDINGS, RECOMMENDATIONS AND CORRECTIVE ACTION PLAN

I recommend the Board accept the findings, recommendations and Corrective Action Plan for the 2012 audit (**APPENDIX G**).

8. APPROVAL OF REVISED CALENDAR FOR THE 2012 – 2013 SCHOOL YEAR

I recommend the Board approve the revised calendar for the 2012 – 2013 school year (**APPENDIX H**).

Mr. Salvatore reviewed the revised calendar with the Board and explained that he has built 2 snow days into the calendar.

Mr. Salvatore – Going forward, when the Board creates a calendar we will specify that if we are to exceed the number of snow days built into the calendar, we will designate which holidays will be affected and in what order so people can plan accordingly.

9. ACCEPTANCE OF SURPLUS EQUIPMENT BID

I recommend the Board accept the following bids for surplus equipment as listed:

| QTY | Item | Vito Magnotti | Cesare lengo |
|------------|--|----------------------|---------------------|
| 24 | Optiplex 240 small form factor PC | \$12.00 | No Bid |
| 12 | Optiplex 400 Tower PC's | \$6.00 | \$12.00 |
| 5 | Optiplex 260 Tower PC's | \$2.50 | \$5.00 |
| 1 | ProSeries editing VCR A62530 | No Bid | \$3.00 |
| 1 | WorkCenter 515 Multifunction printer | No Bid | \$3.00 |
| 1 | Laminator Model 4250 | No Bid | \$5.00 |
| 1 | Pro Series Editing VCR AG1980 | No Bid | \$5.00 |
| 4 | Optiplex 240 small form factor computers | \$2.00 | \$5.00 |
| 1 | Optiflex 400 tower computer | \$.50 | \$3.00 |
| 8 | Custom built Pentium 4 computers | \$4.00 | \$20.00 |
| 6 | Optiplex 400 tower computers | \$3.00 | \$20.00 |
| 1 | Overhead projector – 3960 | No Bid | \$5.00 |
| 1 | Reel to reel tape recorder | \$7.00 | \$3.00 |
| 4 | Slide projectors | \$2.00 | No Bid |
| 1 | LC 330 Video projector | No Bid | \$5.00 |
| 1 | Opaque projector opascope 20005 | No Bid | \$3.00 |
| 1 | Definity phone system SD-67152-02 | \$7.00 | No Bid |
| 1 | Partner system card holder | \$7.00 | No Bid |
| 1 | Partner system voicemail tower PC | \$7.00 | \$1.00 |
| 1 | Overhead projector transpake 20400 | No Bid | \$5.00 |
| 1 | Destiny phone system SD-671152-02 | \$7.00 | No Bid |
| 1 | RCA 32 inch color television | No Bid | \$2.00 |

GENERAL ITEMS (continued)

9. ACCEPTANCE OF SURPLUS EQUIPMENT BID (continued)

I recommend the Board accept the following bids for surplus equipment as listed:

| QTY | Item | Vito Magnotti | Cesare lengo |
|------------|-----------------------------------|--------------------------|-------------------------|
| 1 | KX-B520 color white board printer | No Bid | \$2.00 |
| 4 | RCA VCR standard | No Bid | \$4.00 |
| 1 | Sitter kiln – model #LT-3 | No Bid | \$5.00 |
| 1 | Legend carpet cleaning unit | \$27.00 | \$3.00 |

Mr. Salvatore – We will be going out to bid a few more times to clean out the remaining items at the Church Street School.

10. APPROVAL TO ACCEPT THE ACTION PLAN FOR SUB GROUP DISPROPORTIONALITY

I recommend the Board approve the district disproportionality action plan for sub groups based upon NJASK results.

Mr. Salvatore – The largest group classified in our district right now are Hispanic students. More than 340 Hispanic students are classified throughout the district Pre-K through Grade 12. Because of our population, we see more Hispanic families, roughly 50% in Pre-K through Grade 5, the proportionality seems to meet the State's standards. Even though the majority of the classified students are Spanish, because of the large population it is proportionate and it is acceptable under the State's criteria. What raises the red flag are the 225 African American special education students that are classified. More specifically, it is African American male students that are classified in proportionate to the number of African American students we have in district. The State classifies that as a disproportionality. The State's Office of Special Education comes in and says that we require a corrective action plan to make sure that the district understands the process for classification and are sensitive to over-classifying any particular sub-group. This requires us to have cultural sensitivity training and additional training for INRS, which are interventions for students. We have already started training the district through PD360 and showing videos to staff members to help them understand the process.

Mr. Parnell – We have to justify why we classify certain children?

Mr. Salvatore – Yes, we have to make sure there is no bias.

11. APPROVAL OF KNOWLEDGE LEARNING CORPORATION TO PROVIDE SERVICES

I recommend the Board approve the continuation of the contract with Knowledge Learning Corporation for a two (2) year period, July 1, 2012 through June 30, 2014 to provide before and after care, pre-school wrap around services, day care program for children of staff members and hall monitors.

PERSONNEL ACTION

12. 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: Effective Date: November 29, 2012.

JASON VENGELIS

Biology Teacher
High School
MA + 30, Step 1
\$51,000

Education: Monmouth University

Certification: Biology

Replaces: J. Achilli (Resigned)

(Acct: #15-140-100-101-000-01-00)(UPC#: 0098-01-SCNCE-TEACHR)

13. APPOINTMENT OF 12 MONTHS SECRETARY

I recommend the Board approve the appointment of the following individuals as 12 month secretaries:

KARLA CORNAVACA, High School at a salary of \$40,268.00 Secy 12, Level 3, Step 1 effective November 29, 2012. Replaces: K. Evans (Retired). (Acct. #15-000-240-105-100-01-00) (UPC #0198-01-HSACP-SEC123).

NOEMI TORRES, Middle School at a salary of \$40,268.00, Secy 12, Level 3, Step 1 effective January 7, 2013. Replaces: T. Popo (Resigned). (Acct. #15-000-240-105-000-02-00) (UPC #0347-02-MSACP-SEC123).

Following a satisfactory performance over a three-month period, the above named individual 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.

14. EMPLOYMENT OF CORRIDOR AIDE 2012-2013 SCHOOL YEAR

I recommend the Board approve the appointment of the following individual:
Effective: November 29, 2012.

RAVYN DAVIS, High School, at a salary of \$34,045.00, step 1. Replaces: J. Jasio (Re-assigned) (Acct. #15-000-262-107-000-01-00) (UPC #0208-01-OFB&G-CORAID).

Following a satisfactory performance over a three-month period, the above named individual 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.

PERSONNEL ACTION (continued)

15. RESIGNATION – CONTRACTUAL EMPLOYEE

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

BRANT RAYMOND, District Network Technician, effective November 15, 2012.

Mr. Salvatore – We had an employee who became very upset, was yelling and cursing, and handed his keys and access badge to his supervisor and stated that he quit. I directed our Technology Department to make all of the necessary changes to our systems and pass words to make sure we will not have unauthorized access to our network.

16. RESIGNATION – STIPEND POSITION

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

ERIN LAMBERSON, Elementary Mini-Camp Volleyball coach, effective November 14, 2012.

17. COACHING APPOINTMENTS - WINTER 2012-2013 SCHOOL YEAR

I recommend the Board approve/ratify the following winter coaching positions for the 2012-2013 school year:

HIGH SCHOOL

| | | | |
|-------------------------------|-----------|--------|---------|
| Head Freshman Wrestling Coach | Dan Lopes | Step 6 | \$3,376 |
|-------------------------------|-----------|--------|---------|

MIDDLE SCHOOL

| | | | |
|-----------------------------|-----------------|--------|---------|
| Head Girls Basketball Coach | Katherine Gooch | Step 6 | \$2,937 |
|-----------------------------|-----------------|--------|---------|

ELEMENTARY (MINI-CAMP CLINICS)

\$915/season

Track Coach

Suraya Kornegay

Wrestling Coach

Sean Kelly

Mrs. Perez asked for confirmation of the Head Coaches selected.

18. STIPEND POSITIONS – 2012-2013 SCHOOL YEAR

I recommend the Board approve/ratify the following stipend positions for the 2012-2013 school year:

DISTRICT

Black Seal Boiler License

Rosaly Borero, Sr.
James Coles

\$534.05

Peter Buchanan

PERSONNEL ACTION (continued)

18. STIPEND POSITIONS – 2012-2013 SCHOOL YEAR (continued)

DISTRICT (continued)

Building Security

\$15.00/hr

Jason Andrews
Cynthia Branch
Lois Chick
Marjorie Chulsky
Charles Condone
Donald Covin
Kimberly Crosby
Ravyn Davis

Joseph DeFillipo
Paul Eschelbach
H. Sue Harrison
Jose Marquez
Jeremy Martin
Frank Olivadotti
Robert Stout
John Styslinger

ESL Evening Program Parent Assistants

\$11.33/hr

Esther Morales

Gloria Pizarro

Facility Site Supervisors

\$25.75/hr

Jason Andrews
Cynthia Branch
Maria Chaves
Lois Chick
Marjorie Chulsky
Donald Covin
Jill Creveling
Kimberly Crosby
Rayvn Davis

Jamie Hayes
Jose Marquez
Jeremy Martin
Frank Olivadotti
Joe Simon
Robert Stout
John Styslinger
Nicholas Tranchina
Charles Widdis

Home Instructors

\$28.84/hr

Philip Falcone
Assunta Iengo

Wallace Morales

Academic Lab Instructors/Assessment Examiners

\$24.21/hr

Claudia Arones
Linda Dobel
Linda Mango

Jeremy Martin
Salome Monteiro
Hema Solanki

19. FAMILY/MEDICAL LEAVE OF ABSENCES

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

20. 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 J).

PERSONNEL ACTION (continued)

21. TEACHER/MENTOR PROGRAM

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

MENTEE

Stephanie Matano
Jason Vengelis

MENTOR

Karen Shih
Tiffany Monroe

22. 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 2012-2013 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

| <u>Georgian Court University</u> | <u>Spring 2013 Semester</u> | <u>January - May 2013</u> |
|---|------------------------------------|---|
| Cheryl Dickerson | Gregory | Nicole Campece / 5 th Grade (1 st half) |

| <u>Kean University</u> | <u>Spring 2013 Semester</u> | <u>January - May 2013</u> |
|-------------------------------|------------------------------------|----------------------------------|
| John Latacz | AAA | Pamela Segner / Elem. Phys Ed |

| <u>Monmouth University</u> | <u>Spring 2013 Semester</u> | <u>January - May 2013</u> |
|-----------------------------------|------------------------------------|--|
| Kara Connelly | ALT | Suzan Priolo / Counselor |
| Christina Daniels | GRE | Michelle Lucas / 2 nd Grade |
| Jamie Krauter | LBMS | Megan Mazza / Counselor |
| Brittany Krieger | LBMS | Jessica Pearlman / Counselor |
| Deirdre Murray | AAA | Markus Rodriguez / Counselor |
| Erich Rible | LBHS | Nicole Esposito / Social Studies |
| Mahon Ryan-Hannaway | LBMS | Heather Frederick / Counselor |
| Andrew Sharkey | MORRIS | Monica Verdadeiro / Art |

| <u>New Jersey City University</u> | <u>Spring 2013 Semester</u> | <u>January - May 2013</u> |
|--|------------------------------------|------------------------------------|
| Jessica Maccia | WE | Sarah Choi / 4 th Grade |
| Colton Ruggieri | AAA | Erin Smith / 1 st Grade |

23. SUBSTITUTE TEACHERS

I recommend the Board approve the following substitute teachers for the 2012 – 2013 school year:

Caitlin Caulfield
Sharice Coleman
Louis Jakub

Megan Mazza
Daniel Schmid

24. SUBSTITUTE INSTRUCTIONAL ASSISTANTS

I recommend the Board approve the following substitute instructional assistants for the 2012 – 2013 school year:

Rosetta Alford
Rosemary Bitetti
Shana Linton-Sanderson

John Taggart
Dawn VanBrunt

PERSONNEL ACTION (continued)

25. SUBSTITUTE SECRETARY/CLERK

I recommend the Board approve the following substitute secretary/clerk for the 2012 – 2013 school year:

Rosetta Alford
Okisha Anderson
Kathleen Evans

Shana Linton-Sanderson
Deborah Watson

26. SUBSTITUTE CORRIDOR AIDE/SAFE SCHOOL ENV. PERSON

I recommend the Board approve the following substitute corridor aide/safe school environmental person for the 2012 – 2013 school year:

Okisha Anderson
Shana Linton-Sanderson

Dawn VanBrunt

27. SUBSTITUTE BUS AIDE

I recommend the Board approve the following substitute bus aide for the 2012 – 2013 school year:

Rosetta Alford

Linda Schweitzer

STUDENT ACTION

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

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

Mr. Salvatore – There were 22 incidents reported, 14 of which were confirmed; 5 reported at the High School with 1 confirmed; 3 reported at the Middle School with 1 confirmed; 5 at the Alternative School with 5 confirmed; 8 at the Gregory School with 7 confirmed and 1 at the Morris Avenue School which was not confirmed.

29. FIELD TRIP APPROVALS

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

30. 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 L**).

31. AUTHORIZATION TO HIRE A SPEECH LANGUAGE/SWALLOWING THERAPY SPECIALIST

I recommend the Board approve the hiring of Shoshana F. Kalantarov, a speech/language swallowing therapy specialist, for a medically fragile homebound student. Services will begin on December 3, 2012 at a rate of \$79.00/hour. (Student ID #8370569747).

STUDENT ACTION (continued)

32. 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 2012-2013 school year:

COASTAL LEARNING CENTER/SOUTH HOWELL, NEW JERSEY

Tuition: \$36,952.80/Student/Year

Transportation

Effective Dates: 10/19/12 – 6/21/13

ID #3908841338, classified as Eligible for Special Education and Related Services.

NOTE: A new classified entrant who will continue in the same out of district placement as recommended by the Child Study Team.

THE SHORE CENTER/BAYSHORE JOINTURE COMMISSION TINTON FALLS, NEW JERSEY

Tuition: \$46,460.00//Student/Year

Transportation

Effective Dates: 10/29/12 – 6/19/13

ID #8440698419, classified as Eligible for Special Education and Related Services.

NOTE: An out of district placement has been recommended by the Child Study Team for a new classified entrant.

33. PLACEMENT OF ATYPICAL HOMELESS STUDENTS FOR THE 2012-2013 SCHOOL YEAR

I recommend the Board approve the placement of the following students who are considered homeless for the 2012-2013 school year.

HOWELL TOWNSHIP PUBLIC SCHOOLS/ GRIEBLING SCHOOL HOWELL, NEW JERSEY

Tuition: \$11,401.00/Student/Year

Effective Dates: 9/6/12 – 6/20/13

ID #2942170319, non-classified student.

ID #7133636779, non-classified student.

NOTE: A letter received in Pupil Personnel Services dated October 11, 2012 from the Howell Township Public Schools has identified these students as homeless. The parent is a participant of the 180 Turning Lives Around Transition Program. Long Branch was the district of residence when the students became homeless

STUDENT ACTION (continued)

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

I recommend the Board approve the placement of the following student who was placed by the New Jersey Division of Youth and Family Services in a resource family home in Middletown, New Jersey. DYFS completed an education stability assessment and determined that the student would remain in the current school location under DYFS custody. Long Branch is the parent's district of residency.

MIDDLETOWN TOWNSHIP PUBLIC SCHOOLS/ MIDDLETOWN VILLAGE ELEMENTARY SCHOOL MIDDLETOWN, NEW JERSEY

Tuition: \$12,067.00/Student/Year

Effective Dates: 9/10/12 – 6/30/13

ID #4632663503, non-classified student.

NOTE: A letter received in Pupil Personnel Services dated June 6, 2012 from the Department of Child and Families identified that the student was placed in a home in Middletown. A letter from the Business Administrator of the Middletown Township Public Schools, dated October 15, 2012, confirmed the student's attendance and school information.

35. TERMINATION OF ATYPICAL STUDENTS OUT OF DISTRICT AND TRANSPORTATION FOR THE 2012-2013 SCHOOL YEAR

I recommend the Board approve/ratify the termination of, and discontinue transportation for the 2012-2013 school year for the following students:

COASTAL LEARNING CENTER/SOUTH HOWELL, NEW JERSEY

Tuition: \$47,943.36/Student/Year

Transportation

Effective Date: 11/19/12

ID #3392736970, classified as Eligible for Special Education and Related Services.

NOTE: The student has moved to Neptune, New Jersey.

36. CORRECTIONS/REVISIONS TO MINUTES

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

October 17, 2012

Boys Varsity Wrestling Assistant Coach - Appointment of Joey Keagle, read Step 7, at \$3,673. It should have read at \$3,643.

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

Marta Aquino, Hand in Hand instructional assistant, effective October 25, 2012. It should have read extension from October 25, 2012 to December 5, 2012.

STUDENT ACTION (continued)

36. CORRECTIONS/REVISIONS TO MINUTES (continued)

October 17, 2012 (continued)

Termination of Placement of Atypical Student Out of District and Transportation Needs for the following student for the 2012-2013 school year:

BANCROFT SCHOOL **HADDONFIELD, NEW JERSEY**

Tuition: \$46,038.60/Year
Extraordinary Services: \$176.00/Day
Residential Facility
Effective Dates: 9/20/12 – 6/28/13

ID #2694073158, classified as Eligible for Special Education and Related Services. It should be noted that confirmation of residency has been established as reported by our Child Study Team and the student should remain at the current placement.

September 16, 2012

TEACHER/MENTOR PROGRAM – Maria Herod's participation in the State Department of Education Teacher/Mentor Program assigned Mentor, Nicole Campece should have read Annual Stipend 2012-2013 school year, New Teacher Mentor, Nicole Campece at \$550.

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

DISCUSSION

1. Board of Education election results (unofficial)

Mr. Salvatore shared the unofficial results of the Board of Education election with the Board.

Mrs. Perez – Is there any associated cost for the election?

Mr. Salvatore – At this point we have no information from the city.

2. Proposal to purchase the Church Street School

Mr. Salvatore – We received a proposal for the sale of the Church Street School. I spoke to Tyrone Garrett to see if the city has any need for the school. Mr. Garrett explained that he is currently tied up with the old Gregory School.

Mr. Salvatore asked for a consensus of the Board to move forward with the sale of the Church Street School. The results are as follows:

Yes – Mr. Dangler, Mrs. Beams, Mrs. George, Mr. Grant, Mrs. Critelli, Mr. Parnell and Mr. Menkin

No – Mrs. Perez and Mr. Zambrano

DISCUSSION (continued)

Mr. Salvatore – We are looking at the possibility of selling the Star of the Sea School as well as West End School.

Mr. Zambrano – I thought we had a need to bring special education students back in. Why not look at West End School as a possibility?

Mr. Salvatore – It is a great idea to bring the special education students back in district. We are currently looking at the old High School as a potential location for them. The West End School is very old and so are the systems. It is not conducive for our needs. We are also looking at the Audrey W. Clark School as a potential location.

Mrs. Perez inquired with respect to the ownership of the land on Liberty Street that was to be used for a pool.

Mr. Salvatore – The property was taken for the purpose of building a pool. I will look into it for clarification.

Mrs. Perez questioned the old School Based Youth property located at 422 Westwood Avenue.

Mr. Salvatore – We may be looking to sell that property as well.

3. Sale of Solar Renewable Energy Credits (SREC's) and Update of the Energy Education Program

Mr. Salvatore reviewed with the Board the sale of Solar Renewable Energy Credits (SREC's), and reviewed the Energy Education program we are currently initiating within the district, stating that we have great potential for saving money in areas of heating and cooling and other areas of energy even by simply turning off computers at night throughout the district.

4. Annual NSBA Conference

Mr. Salvatore – The cost for attendance at the NSBA Conference needs to stay under \$5,000. Three people at the most will be able to attend, 2 people will share one room and one person would have their own room. On other occasions when we exceeded the allotted amount we had to go to the County for their approval.

Mr. Dangler stated that he was interested in going.

Mr. Salvatore stated that if anyone else was interested in attending to please let him know tomorrow night at the Board meeting.

5. Review policy for children of staff members attending Long Branch Public Schools

Mr. Salvatore – We have a policy that allows our staff to bring their children here to school and we do from time to time provide additional services to children when it is required. However, recently we have been getting some unreasonable demands with respect to certain children. I would like the Board to look at the language of the policy and perhaps modify it to give the administration the right, based on the policy, to withhold certain services if those services are deemed to be unnecessary.

DISCUSSION (continued)

Mrs. Perez – Isn't that information in the contract language?

Mr. Salvatore – I'm not sure.

Mrs. Perez - Who would make that decision?

Mr. Salvatore – The principals would. The purpose of the language modification in the policy would be to help raise awareness of the policy.

6. Board of Education Holiday Party

Mr. Salvatore – We are going to have a holiday party on December 14, 2012 at Charley's from 5:00 to 7:00. It will be a get together for the Leadership Team and the Board.

Mrs. Perez inquired about the NJSSIA Clearinghouse.

Mr. Salvatore gave her a brief overview.

Motion was made by Mr. Menkin, seconded by Mr. Parnell and carried by roll call vote that the Board approve the following item (38).

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

38. 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 **negotiations** 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.

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

Ayes: 9
Nays: 0
Absent: 0
Date: November 27, 2012

Mrs. George, Mrs. Perez, Mrs. Critelli and Mr. Zambrano left the meeting.

CORRECTIVE ACTION PLAN

NAME OF SCHOOL DISTRICT: LONG BRANCH COUNTY: MONMOUTH
TYPE OF AUDIT: ANNUAL
DATE OF BOARD MEETING: November 28, 2012
CONTACT PERSON: PETER E. GENOVESE, III, RSBO, QPA
TELEPHONE NUMBER: 732.571.2868 EXT. 40100

Page 1 of 1

| Findings | Correction Action Approved by the Board | Method of Implementation | Person Responsible for Implementation | Completion Date of Implementation |
|---|---|--|---|---|
| 1. The Treasurer's report for June 30, 2012 revealed the amount reported for the Enterprise Fund cash balances was materially understated | 11/28/12 | The Treasurer's report will be prepared accurately from data provided to him from the districts records. | Peter E. Genovese, III, RSBO, QPA School Business Administrator/Board Secretary | 11/28/12 |
| 2. Payments made to the food service management company did not appear on the approved bill list. | 11/28/12 | The district will insure that all payments made to the food service management company will appear on bills and claims | Peter E. Genovese, III, RSBO, QPA School Business Administrator/Board Secretary | 11/28/12 |

11/28/12
DATE

CHIEF SCHOOL ADMINISTRATOR

11/28/12
DATE

SCHOOL BUSINESS ADMINISTRATOR/
BOARD SECRETARY

Note: School calendar subject to revision due to inclement weather conditions/emergency closings.

**Long Branch Public Schools
REVISED CALENDAR
2012 -2013**

2012

| | | |
|-------------------|----------------|--|
| Wednesday | August 29 | New Teacher Orientation/All New Certified Staff |
| Thursday | August 30 | New Teacher Orientation/All New Certified Staff |
| Friday | August 31 | New Teacher Orientation/All New Certified Staff |
| Monday | September 3 | Labor Day – Schools Closed |
| Tuesday-Wednesday | September 4-5 | All Staff Members Report/Professional Day – Schools Closed for Students |
| Thursday | September 6 | Schools Open |
| Monday | September 17 | Rosh Hashanah – Schools Closed |
| Wednesday | September 26 | Yom Kippur – Schools Closed |
| Monday | October 8 | Columbus Day – Schools Closed |
| Thursday | October 18 | Professional Day for Staff/½ Day for Students |
| Friday | November 9 | Professional Day for Staff/½ Day for Students |
| Thursday-Friday | November 22-23 | Thanksgiving Recess – Schools Closed |
| Monday | December 24 | Winter Recess- Schools Closed |

2013

| | | |
|------------------|--------------|---|
| Wednesday | January 2 | Schools Re-open |
| Thursday | January 17 | Professional Day for Staff/½ Day for Students |
| Monday | January 21 | Martin Luther King Day/Schools Closed |
| Thursday | February 21 | Professional Day for Staff/½ Day for Students |
| Thursday | March 21 | Professional Day for Staff/½ Day for Students |
| Monday-Monday | March 25- 31 | Spring Recess – Schools Closed |
| Monday | April 1 | Schools Re-open |
| Thursday | May 16 | Professional Day for Staff/½ Day for Students |
| Monday | May 27 | Memorial Day – Schools Closed for Staff & Students |
| Monday & Tuesday | June 24 & 25 | Professional Day for Staff/1/2 day for Students |
| Wednesday | June 26 | Last Day of School/ Graduation Ceremonies (Early Dismissal) |

Two (2) additional inclement weather days are included in this revised calendar.

- 1). In the event more than two inclement weather days are **used**, the spring recess will be reduced accordingly, beginning with Monday, March 25, 2013.
- 2). In the event the inclement weather days are **unused** they will be added to the “Memorial Day” weekend.

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

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

MELODY ALDERMAN, Middle School teacher, effective November 12, 2012.

ALISA AQUINO, Gregory School teacher, effective January 2, 2013.

NIKKIA BLAIR, Gregory School student facilitator, effective November 16, 2012.

VIRGINIA FELDMAN, Gregory School teacher, effective October 15, 2012.

RACHAEL GIBSON, Audrey W. Clark School instructional assistant, effective November 26, 2012.

TARIK MORRISON, Audrey W. Clark School teacher, effective October 18, 2012.

ELIZABETH MUSCILLO, Middle School teacher, effective January 2, 2013.

SUSAN SHARP, Pupil Personnel Services secretary, effective November 12, 2012.

ERICA SOTO, 540 Broadway preschool teacher, effective November 15, 2012.

SHIRLEY DiMAGGIO, Gregory School secretary, effective November 19, 2012.

TERRANCE MORIARTY, Morris Avenue School teacher, effective December 3, 2012.

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:

BETH APPEGATE, Gregory School teacher, from October 15, 2012 to January 23, 2013.

MELISSA JOYCE, Gregory School teacher, from January 22, 2013 to April 23, 2013.

TERRANCE MORIARTY, Morris Avenue School teacher, from September 18, 2012 to November 13, 2012.

DACTILIA BOOTH, High School secretary, from December 5, 2012 to February 13, 2013.

FRANCIS PANNULLO, High School teacher, from December 14, 2012 to December 21, 2012.

TINA VITOLO, Gregory School teacher, from March 4, 2013 to April 22, 2013.

FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAYS

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

TERRANCE MORIARTY, Morris Avenue School teacher, from November 14, 2012 to November 30, 2012.

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 individuals:

BETH APPEGATE, Gregory School teacher, from January 24, 2013 to April 12, 2013.

MELISSA JOYCE, Gregory School teacher, from April 24, 2013 to June 30, 2013.

TINA VITOLO, Gregory School teacher, from April 23, 2013 to June 30, 2013.

EXTENSION OF FAMILY/MEDICAL LEAVE OF ABSENCE WITH PAY

I recommend the Board approve/ratify an extension of family/medical leave of absence with pay for:

CRYSTAL HOUSTON-BEY, Lenna W. Conrow School instructional assistant, from November 5, 2012 to January 1, 2013.

NIKKIA BLAIR, Gregory School student facilitator, from October 25, 2012 to November 15, 2012.

JESSICA DOUGHERTY, Middle School teacher, from January 2, 2013 to February 8, 2013.

EXTENSION OF FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

I recommend the Board approve/ratify an extension of family/medical leave of absence without pay for:

SHIRLEY DiMAGGIO, Gregory School secretary, from October 23, 2012 to November 16, 2012.

TINA VITOLO, Gregory School teacher, from September 1, 2013 to June 30, 2014.

CONFERENCES

APPENDIX J

Note: The following staff members are 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:

LAURA BLAND

\$271.08

Joseph M. Ferraina Early Childhood Learning Center teacher, at the 2013 Conference of New Jersey Pre-Kindergarten Teachers to be held at Bally's, Atlantic City, New Jersey on February 26, 2013 (Acct. #20-218-200-580-390-04-44).

BONITA POTTER-BROWN

\$200.42

Lenna W. Conrow School principal, at the Rutgers 45th Annual Reading and Writing Conference to be held at the Double Tree Hotel, 200 Atrium Driver, Somerset, New Jersey on April 12, 2013 (Acct. #20-218-200-600-390-08-00).

MEGHAN RONAN

\$271.08

Joseph M. Ferraina Early Childhood Learning Center teacher, at the 2013 Conference of New Jersey Pre-Kindergarten Teachers to be held at Bally's, Atlantic City, New Jersey on February 26, 2013 (Acct. #20-218-200-580-390-04-44).

GINA RESCINIO

\$225.00

High School teacher, at the Working Effectively with Difficult, Defiant and Noncompliant Students (Grade K – 12) to be held at the Sheraton, Eatontown, New Jersey on December 18, 2012 (Acct. #15-000-223-500-169-01-44).

Long Branch – Approximately 153 Amerigo A. Anastasia School students to the Middle School on January 23, 2013 at no cost to the district. Performance is an important part of the talented theme curriculum. The students will be chaperoned by J. Luckenbill, P. Cheney, L. Heptig, L. Zwerin, L. Klina, G. Marucci, L. Dobel, E. Kaeli, A. Fried, M. Fiore, M. Gomez, M. Lapiana, M. Panizzi, S. Cleveland, J. Flannigan, T. Friday-Burks, T. Grell, S. Ortiz, M. Ferraina-Turner and E. Villalobos.

Long Branch – Approximately 124 Amerigo A. Anastasia School students to the Middle School on January 24, 2013 at no cost to the district. Performance is an important part of the talented theme curriculum. The students will be chaperoned by J. Luckenbill, P. Cheney, L. Heptig, L. Zwerin, L. Klina, G. Marucci, F. Caputo, J. Buckley, P. Skinner, D. Montijo, T. Monteiro, M. Christohper, M. Chulsky, Y. Mayo, A. Sirianni, M. Taylor, L. Tracey and L. Carey.

Manasquan – Approximately 138 Amerigo A. Anastasia School students to the Algonquin Theatre on January 31, 2013 at a total cost not to exceed \$918.00. Performance is an important part of the talented theme curriculum. The students will be chaperoned by J. Luckenbill, P. Cheney, L. Heptig, L. Zwerin, L. Klina, G. Marucci, J. Gough, G. Keagle, J. Mozee, E. Smith, L. Truett, N. Vidazinha, M. Swobodzien, M. Popo, C. Branch and R. Tatum (Acct. #15-190-100-800-314-03-00).

Manasquan – Approximately 95 Amerigo A. Anastasia School students to the Algonquin Theatre on February 8, 2013 at a total cost not to exceed \$540.00. Performance is an important part of the talented theme curriculum. The students will be chaperoned by J. Luckenbill, P. Cheney, L. Heptig, L. Zwerin, L. Klina, G. Marucci, E. Barrett, C. Emick, C. Merer, D. Murray, M. Rodriguez, N. Wampler, T. King and D. Eig (Acct. #15-190-100-800-314-03-00).

Manasquan – Approximately 128 Amerigo A. Anastasia School students to the Algonquin Theatre on April 23, 2013 at a total cost not to exceed \$846.00. Performance is an important part of the talented theme curriculum. The students will be chaperoned by J. Luckenbill, P. Cheney, L. Heptig, L. Zwerin, L. Klina, G. Marucci, M. Christopher, M. Chulsky, Y. Mayo, A. Siranni, M. Taylor, L. Tracey, L. Carey, F. Caputo, J. Buckley, P. Skinner, D. Montijo and T. Monteiro (Acct. #15-190-100-800-314-03-00).

Long Branch – Approximately 11 Middle School students to Monmouth Care Center on December 10, 2012 at no cost to the district. The students will explore the Long Branch community through volunteerism and interaction with the geriatric population. The students will be chaperoned by Mrs. Brewer and Ms. Vodola.

West Long Branch – Approximately 390 Morris Avenue School students to Monmouth University's Pollack Auditorium on December 12, 2012 at a total cost not to exceed \$3,370.00. The students will be exposed to a live production of "Skippyjon Jones". The students will be chaperoned by the kindergarten, first, second and special teachers, instructional assistants, tutors and the nurse (Acct. #15-000-270-512-314-05-00).

New York – Approximately 25 High School students to the Federal Reserve Bank and Museum of Financial History on January 9, 2013 at a total cost not to exceed \$500.00. The students will receive a guided tour. The students will be chaperoned by N. Lipman (Acct. #15-000-270-512-167-01-00).

Piscataway – Approximately 8 High School students to Rutgers University, Busch Campus on December 11, 2012 at a total cost not to exceed \$300.00. The students will participate in the orientation to the Euro Challenge 2013. The students will be chaperoned by N. Lipman (Acct. #15-000-270-512-167-01-00).

New Brunswick – Approximately 24 High School students to Mason Gross School of the Arts at Rutgers University on January 15, 2013 at no cost to the district. The students will be viewing a reconstruction of Alvin Nikolai's work "The Crystal and the Sphere". The students will be chaperoned by M. Ruland and R. Clark.

Long Branch – Approximately 65 Amerigo A. Anastasia School students to the Joseph M. Ferraina Early Childhood Learning Center on December 6, 2012 at no cost to the district. The fifth grade band and chorus students are participating in their Holiday Tour. The students will be chaperoned by J. Luckenbill and L. Zwerin.

Long Branch – Approximately 125 Amerigo A. Anastasia School students to Long Branch City Hall on December 13, 2012 at no cost to the district. The third grade students are participating in their Holiday Tour. The students will be chaperoned by J. Luckenbill, L. Zwerin, P. Cheney, L. Heptig, L. Klina, G. Marucci, D. Foy, M. Heggie, J. Louis, L. Sweet, D. Wartmann, M. Dedahanova, K. Koar, A. Vargas, L. Perez and B. Woolley.

Long Branch – Approximately 150 Amerigo A. Anastasia School students to the Work Opportunity Center – ARC, on December 14, 2012 at no cost to the district. The fourth grade classes and fifth grade band are participating in their Holiday Tour. The students will be chaperoned by J. Luckenbill, P. Cheney, L. Heptig, L. Klina, L. Zwerin, E. Barrett, C. Emick, C. Merer, D. Murray, M. Rodriguez, N. Wampler, T. King and D. Eig.

Long Branch – Approximately 95 Amerigo A. Anastasia School students to the Senior Citizen's Center on December 17, 2012 at no cost to the district. The fourth grade students are participating in their Holiday Tour. The students will be chaperoned by J. Luckenbill, P. Cheney, L. Heptig, L. Klina, L. Zwerin, E. Barrett, C. Emick, C. Merer, D. Murray, M. Rodriguez, N. Wampler, T. King and D. Eig.

Long Branch – Approximately 30 Amerigo A. Anastasia School students to Monmouth Care Center on December 18, 2012 at no cost to the district. The fifth grade band and chorus students are participating in their Holiday Tour. The students will be chaperoned by J. Luckenbill and L. Zwerin.

Point Pleasant - Approximately 30 Amerigo A. Anastasia School students to Jenkinson's Aquarium on January 11, 2013 at a total cost not to exceed \$234.00. In correlation with the Marine Science studies, the aquarium will introduce animals on a larger scale as compared to pictures or web based video. The students will be chaperoned by K. Koar, M. Swobodzien, F. Caputo, J. Castoro, J. Buckley, S. Cook, H. Perez, D. Montijo, P. Skinner, S. McInerney, M. Popo, M. O'Connor, T. Montiero and 1 additional chaperone to be named at later date (Acct. #20-253-100-800-253-25-00) (Date was originally November 5, 2012 but was postponed due to the storm).

PLACEMENT OF STUDENTS ON HOME INSTRUCTION

ID# 1162352041, non-classified student.

NOTE: Student has medical condition.

ID# 3559655901, non-classified student.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/25/12. The Monmouth-Ocean Education Services Commission is the contracted provider of instruction. The instruction cost will be billed at the rate of \$49.00/hour for 10 hours per week.

TERMINATION OF STUDENTS ON HOME INSTRUCTION

ID# 3559655901, non-classified student.

NOTE: Student has received medical clearance to return back to school