

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

MINUTES

MARCH 20, 2013

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. Beams, Board President, at 5:30 P.M.

A. ROLL CALL

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

Administrator's Present

| | | |
|---------------|--------------|--------------|
| Mr. Salvatore | Mr. Genovese | Mrs. Valenti |
|---------------|--------------|--------------|

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

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

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

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

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

B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

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

C-1. STATEMENT TO THE PUBLIC

Mrs. Beams 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, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee.

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

No one addressed the Board.

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

Ayes (5), Nays (0), Absent (4) Mrs. George, Mrs. Perez, Mr. Grant and Mrs. Critelli.

1. RESOLUTION FOR CLOSED EXECUTIVE SESSION – 5:40 P.M.

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 the **Superintendent's evaluation** 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 45 minutes. Action may be taken in the public portion of the meeting upon recessing of this Executive Session back into the open public meeting.

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

Ayes: 5
Nays: 0
Absent: 4 (Mrs. George, Mrs. Perez, Mr. Grant and Mrs. Critelli)
Date: March 20, 2013

The Board returned to open session at 6:44 P.M.

A. **ROLL CALL**

Mrs. Beams - President
Mr. Parnell - Vice President
Mrs. George

Mrs. Perez
Mr. Grant
Mrs. Critelli

Mr. Dangler
Mr. Zambrano
Mr. Menkin

Mrs. Beams handed out copies of the Board of Education's self evaluation which was completed on line this year.

Mrs. Perez inquired about the process Cathy Winecoff suggested we do as a Board.

Mrs. Beams outlined the process for the full Board with respect to scoring and the creation of goals for the Board discussion tonight.

The Board as a whole was pleased with the process. They are looking to design goals and objectives for the Board of Education at the Board Retreat which will be held on July 2, 2013 at 540 Broadway from 9:00 A.M. to 3:00 P.M. The Board recognizes Cathy Winecoff's expertise and requested that she be available for the early part of the morning to help guide some of the discussion items.

Mrs. Perez had requested from Mrs. Beams information regarding her ability to participate in the negotiations for the LBFT.

Mrs. Beams – I received 2 conflicting ethics opinions from Mr. McOmber in a 6 page report which I was not able to speak to him about prior to this meeting.

Mrs. Perez questioned the need for such information since there was an ethics opinion the Board had received several years ago with respect to this same issue.

Mrs. Beams – I want to check with the attorney before making any decision:

Mrs. Perez requested a copy of the report Mrs. Beams received from the attorney.

C-3. **BOARD UPDATE**

D. **APPROVAL OF MINUTES**

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

- Agenda Meeting minutes of February 26, 2013
- Regular Meeting minutes of February 27, 2013

D-1. **APPROVAL OF MINUTES**

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

- Executive Session Meeting minutes of February 26, 2013

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY13 JANUARY AND FY13 FEBRUARY 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 January and FY13 February Transfers as listed be approved for the months ending January 31, 2013 and February 28, 2013.

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

Ayes:

Nays:

Absent:

Date: March 21, 2013

2. **BOARD SECRETARY'S REPORTS – JANUARY 31, 2013 AND FEBRUARY 28, 2013**

I entertain a motion that the Board approve the Board Secretary's Reports for the months ending January 31, 2013 and February 28, 2013 (**APPENDIX B**).

3. **REPORTS OF THE TREASURER – JANUARY 31, 2013 AND FEBRUARY 28, 2013**

I entertain a motion that the Board approve the Report of the Treasurer for the months ending January 31, 2013 and February 28, 2013 (**APPENDIX C**).

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

Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), I certify that as of the January 31, 2013 and February 28, 2013 Board Secretary's Reports, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

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

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

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 January 31, 2013 and February 28, 2013 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: March 21, 2013

6. **BILLS AND CLAIMS – JANUARY 1 – 30, 2013, FEBRUARY 28, 2013 AND MARCH 1 - 21, 2013 FOR CHRIST THE KING PARISH**

I entertain a motion that the Board approve the January 1 – 30, 2013, February 28, 2013 and March 1 – 21, 2013 bills and claims for Christ the King Parish (APPENDIX D).

7. **BILLS AND CLAIMS – JANUARY 1 – 30, 2013, FEBRUARY 28, 2013 AND MARCH 1 – 21, 2013 EXCLUDING CHRIST THE KING PARISH**

I entertain a motion that the Board approve the January 1 – 30, 2013, February 28, 2013 and March 1 – 21, 2013 bills and claims excluding Christ the King Parish (APPENDIX D).

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – FEBRUARY 28, 2013**

I entertain a motion that the Board approve the monthly operating report for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for February 28, 2013 (APPENDIX E).

9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF FEBRUARY 28, 2013**

I entertain a motion that the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of February 28, 2013 (APPENDIX F).

LONG BRANCH PUBLIC SCHOOLS

Long Branch, New Jersey

STUDENT REGISTRATION

(as of February 28, 2013)

| | AAA | AWC | GRE | MA | WE | JMFECLC | LWC | TOTAL ELEM | MS | HS | TOTAL |
|---------------------|------------|------------|------------|------------|------------|------------|------------|---------------|-------------|-------------|-------------|
| PreK | | 58 | | 28 | 21 | 285 | 391 | 783 | | | 783 |
| Kdg | 152 | | 127 | 129 | 45 | | | 453 | | | 453 |
| 1st | 130 | | 137 | 132 | 43 | | | 442 | | | 442 |
| 2nd | 113 | | 126 | 108 | 49 | | | 396 | | | 396 |
| 3rd | 103 | 91 | 99 | | 43 | | | 336 | | | 336 |
| 4th | 85 | 102 | 100 | | 45 | | | 332 | | | 332 |
| 5th | 107 | 84 | 106 | | 45 | | | 342 | | | 342 |
| 6th | | | | | | | | | 365 | | 365 |
| 7th | | | | | | | | | 295 | | 295 |
| 8th | | | | | | | | | 306 | | 306 |
| 9th | | | | | | | | | | 321 | 321 |
| 10th | | | | | | | | | | 282 | 282 |
| 11th | | | | | | | | | | 228 | 228 |
| 12th | | | | | | | | | | 257 | 257 |
| MCI | 16 | | | | | | | 16 | 7 | 14 | 37 |
| MD | | | | | | | | | | | 0 |
| BD | | | | | 13 | | | 13 | 12 | 32 | 57 |
| LD | 28 | 10 | 39 | | 20 | | | 97 | 8 | 15 | 120 |
| AUT | 18 | | 12 | | | | | 30 | 5 | | 35 |
| PD | | | | | | 6 | 15 | 21 | | | 21 |
| OOD | 4 | | 7 | | 1 | 3 | 2 | 17 | 12 | 31 | 60 |
| Home Instruction | | | | | | | | | | | 0 |
| TOTAL | 756 | 345 | 753 | 397 | 325 | 294 | 408 | 3278 | 1010 | 1180 | 5468 |
| | | | | | | 702 | | | | | |

January 2013 Figures

| School | AAA | AWC | GRE | MA | WE | JMFECLC | LWC | Total Elementary | MS | HS | Grand Total |
|---------------|------------|------------|------------|------------|------------|------------|------------|---------------------|-------------|-------------|----------------|
| Totals | 761 | 352 | 750 | 399 | 317 | 297 | 409 | 3285 | 1012 | 1193 | 5490 |

F. SUPERINTENDENT'S REPORT

1. STUDENT COUNCIL PRESIDENT'S REPORT

2. SCHOOL PRESENTATION –

The Joseph M. Ferraina Early Childhood Learning Center and the Lenna W. Conrow School will perform "Oh the places you'll go". In commemoration of Dr. Seuss' birthday this month, the schools will highlight the places in Long Branch they have visited, the great times they have shared and the places they are going to next, especially Kindergarten.

3. PRESENTATION OF AWARDS

A) DISTRICT VOLUNTEERS

| | |
|------------------|-------------------|
| Maria Hernandez | Tiffany Booker |
| Kelly Jakobowski | Gesenciana Garcia |
| Scott Jakobowski | Belen Perez |
| Marbella Jimenez | Rebecca DeJesus |
| Isiquiel Jimenez | Julia Rosado |
| Lindsey Guarna | Oscar Rosado |
| Sal Guarna | Alba Ortiz |
| Jennifer Diehl | Okisha Hunt |
| Sheila Popo | Juliana Hanashiro |
| Patrick Popo | |

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:

JOSEPH M. FERRAINA EARLY CHILDHOOD LEARNING CENTER

Presented by: Loretta Johnson

LAURA BLAND - Teacher

AUDREY W. CLARK SCHOOL

Presented by: Marissa Fornicola

JOSE MELENDEZ - Teacher

HIGH SCHOOL – SCHOOL OF LEADERSHIP

Presented by: Frank Riley

KAMILAH BERGMAN - Teacher

F. **SUPERINTENDENT'S REPORT (continued)**

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

C) **EMPLOYEE OF THE MONTH – FEBRUARY**

LUCILLE VASFAILO, High School Instructional Assistant, presented by
Mrs. Beams

Mr. Salvatore reviewed the Agenda with the Board.

G. GENERAL ITEMS

1. RESOLUTION FOR THE ADOPTION OF THE 2013-2014 SCHOOL DISTRICT BUDGET AND TAX LEVY AND SUBMISSION OF THE BUDGET

Comments from the Finance Committee Chair (APPENDIX M-1)

I recommend the Board adopt the following resolution:

RESOLUTION

WHEREAS, the Long Branch Board of Education (herein referred to as “the Board”) has submitted a tentative budget to the State of New Jersey on or before March 7, 2013, and

WHEREAS, the Board has advertised the budget on March 11, 2013 in the legal section of the Asbury Park Press, without County approval, and

WHEREAS, the tentative budget is presented at a public meeting held in the auditorium of the Long Branch Middle School on Thursday, March 21, 2013; and

WHEREAS, the budget sent to the County needs to reflect the following adjustment:

| | | | | |
|----------------|----------------|-----------------------|-------------|---------------|
| Revenue | 10-303 | Budgeted Fund Balance | \$455,500 | |
| | 10-1210 | Tax Levy | | \$(1,043,239) |
| Appropriations | 11-000-223-320 | | \$(12,500) | |
| | 11-000-262-100 | | \$(26,000) | |
| | 11-190-100-610 | | \$(12,500) | |
| | 11-422-100-101 | | \$(72,723) | |
| | 11-422-100-106 | | \$(16,086) | |
| | 11-422-100-800 | | \$(3,000) | |
| | 11-422-200-100 | | \$(3,928) | |
| | 15-120-100-101 | | \$(189,963) | |
| | 15-120-100-101 | | \$(136,090) | |
| | 15-140-100-101 | | \$(38,930) | |
| | 15-204-100-106 | | \$(33,837) | |
| | 20-270-100-100 | | \$(42,182) | |

WHEREAS, the Board includes in the proposed budget the adjustment for enrollment in the amount of \$219,776. The district intends to utilize this adjustment for supplies and materials necessary for the additional students, and

WHEREAS, the Board includes in the proposed budget the adjustment for increased costs of health benefits in the amount of \$1,336,586. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits, and

WHEREAS, the amount of the total operating budget including Pre-school shall be \$90,767,318 of which \$33,391,044 shall be raised by local tax levy; and

G. GENERAL ITEMS (continued)

1. RESOLUTION FOR THE ADOPTION OF THE 2013-2014 SCHOOL DISTRICT BUDGET AND TAX LEVY AND SUBMISSION OF THE BUDGET (continued)

WHEREAS, the total budget reflective of all funds shall be \$94,216,171 of which \$33,391,044 shall be raised by local tax levy; and

WHEREAS, school district policy Travel/Reimbursement – Policy #9250 and N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2013-14 school year, and

WHEREAS, a Board of Education may establish, for regular district business travel only, a threshold of \$150 per staff member where prior Board approval shall not be required unless this threshold for a staff member is exceeded, and

WHEREAS, the Board hereby establishes the school district travel maximum for the 2013-14 school year at the sum of \$50,550 and

WHEREAS, the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded,

NOW THEREFORE BE IT RESOLVED, the Long Branch Board of Education hereby adopts the 2013-14 school year budget as amended and authorizes the School Business Administrator to transmit the budget to the State of New Jersey.

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

Ayes:

Nays:

Absent:

Date: March 21, 2013

The Board and Mr. Salvatore engaged in a lengthy discussion with respect to the many adjustments made to the previous proposed budget in order to reduce taxes.

Mr. Salvatore reviewed the process for which the budget was developed starting from its inception. He explained how the administration was able to reduce the \$2.7 million of increases and managed to bring the districts proposed budget for FY14 actually \$728 below the current years budget. The tax rate increase was reduced from 4.9 cents to 3.54 cents.

Mr. Salvatore explained that any retirements that come in after the public hearing tomorrow night would be set aside for the purposes of tax relief for FY15 provided those positions do not need to be re-staffed.

Mr. Genovese explained that since the budget has been further reduced, the reliance on bank cap was no longer necessary, and that the adjustment to taxes were predicated on current year enrollment growth and the excessive health benefit increase.

The Board, being satisfied with the budget adjustments made by the administration, went on to discuss with the Superintendent the budget presentation for tomorrow night.

The Board wanted Mr. Salvatore to focus on some of the major increases; the reduction of staff through attrition; the fact that there were no lay offs and the reduction in the summer program.

Mr. Grant suggested we also discuss the fact that enrollment has increased.

Mr. Salvatore concurred with the Board recommendations for the presentation tomorrow night and re-iterated again to the members that certain intervention services will be cut in order for us to have our budget reduced as proposed.

2. **AUTHORIZATION TO ACCEPT IMPACT AID FUNDING**

I recommend the Board accept FY2010 Impact Aid funding in the amount of \$869.04.

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

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

3. **AUTHORIZATION TO FILE PROJECT SERV**

I recommend the Board authorize the filing of Project SERV (School Emergency Response to Violence) to Support Learning Environments Disrupted by Hurricane Sandy Grant application.

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

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

4. **AUTHORIZATION TO FILE CAROL M. WHITE PHYSICAL EDUCATION GRANT**

Comments from the Instruction and Programs Committee Chair (APPENDIX M-2)

I recommend the Board authorize the filing of the Carol M. White Physical Education Grant application. The amount of the award will be determined by the U.S. Department of Education.

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

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

Mr. Salvatore explained the First Lady's initiative to promote health through 60 minutes of gym every day. He stated that although this presents certain challenges that may not be able to be met, this grant will certainly help.

Mr. Grant – Can we put the committee reports off tomorrow and just focus on the budget?

Mrs. Beams – At our last meeting we decided the minutes would be attached to the agenda and committee discussions would be infused into certain agenda items.

Mrs. Critelli reported for the Instruction and Program Committee. Her discussion centered around a universal lesson plan through Genesis as well as an update on the principal and teacher evaluations and the PARCC initiative.

Mrs. Beams commented with respect to the report card stating that some parents may have a problem understanding "standard based" report cards. She felt it would be appropriate to reach out to parents to discuss the format.

Mr. Salvatore – We did reach out last year and we were going to have the principals discuss the new format at their conferences but unfortunately the storm hit and that put it off.

Mrs. George – Why don't we give some type of summary so parents know what is being stated in the report card.

Mr. Salvatore – The reporting out is a little different. Before when your child received a B you felt that your child was doing well and had a basic reference point for how well he or she was doing in school. Now with standards based the system is completely changed.

Mrs. Beams – My concern is if a child received a 2 in physical education how does a parent view that?

Mr. Salvatore understood the concerns of the Board and stated we will try to have an information night for parents on the new report card.

Mr. Grant inquired regarding scholarships – How does the information get disseminated for children? For example, the ROTC program has a great summer camp that children may not be aware of.

Mr. Salvatore – We send information home with the students.

Mr. Grant – My concern is so many scholarships are not applied for.

Mr. Zambrano – My concern is there seems to be a limited number of students that apply for the scholarships.

Mrs. George – The deadline for scholarship applications is Friday, March 23, 2013.

Mr. Salvatore – When a particular scholarship is applied for and the guidance department has selected 1 or 2 recipients there really isn't a need for them to ask for more applications from more students.

Mr. Freeman – When our staff picks recipients for scholarships they try to be fair and encourage all students to apply so there can be a diverse group of students receiving the scholarships.

G. GENERAL ITEMS (continued)

5. AUTHORIZATION TO FILE AUTISM SPEAKS GRANT

I recommend the Board authorize the filing of the Autism Speaks Family Services Community Grant application. The amount of the award will be determined after grant submission.

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.

6. AUTHORIZATION TO FILE VERIZON FOUNDATION

I recommend the Board authorize the filing of the Verizon Foundation Year 2 Grant application in the amount of \$10,300.

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.

7. 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> |
| Initial Examination & Classification | \$ 11,140.00 | \$ 2,228.00 | \$ 13,368.00 |

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.

8. GIFTS TO SCHOOLS

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

Donated by:

| | | |
|---|----------|-----------------------|
| Long Branch Recreational Wrestling Club | \$260.00 | High School Wrestling |
| James McConville | \$250.00 | Baseball donation |
| Mr. and Mrs. Wayne Cable | \$100.00 | Soccer Fund |

G. GENERAL ITEMS (continued)

9. APPROVAL OF 2013-2014 SCHOOL CALENDAR

I recommend the Board approve the attached 2013-2014 school calendar (**APPENDIX G**).

Mr. Salvatore reviewed the school calendar for 2013 – 2014 with the Board.

Mrs. Perez - How are we handling the Monday after spring break for this year?

Mr. Salvatore – If the staff can prove they had vacation scheduled prior to us changing the calendar, we will work with them.

10. TRANSPORTATION RENEWALS - ATHLETICS

I recommend the Board award Athletic Transportation Contract Renewals for the 2013-2014 school year as follows:

CONTRACTOR – Seman-Tov
Multi Contract Number: ST-HSATH

| ROUTE NUMBER | RENEWAL NUMBER | 2013-2014 RENEWAL AMOUNT |
|---------------------|-----------------------|---------------------------------|
| HSF1 | 6 | \$308.67 |
| HSF2-A | 6 | \$360.12 |
| HSF2-B | 6 | \$308.67 |
| HSF3-A | 6 | \$360.12 |
| HSF3-B | 6 | \$308.67 |
| HSF3-C | 6 | \$257.23 |
| HSF4-A | 6 | \$360.12 |
| HSF4-B | 6 | \$257.23 |
| HSF4-C | 6 | \$205.78 |
| HSF5-A | 6 | \$205.78 |
| HSF5-B | 6 | \$308.67 |
| HSF5-C | 6 | \$257.23 |
| HSF6-A | 6 | \$257.23 |
| HSF6-B | 6 | \$205.78 |
| HSF6-C | 6 | \$360.12 |
| HSF7-A | 6 | \$360.12 |
| HSF7-B | 6 | \$257.23 |
| HSF7-C | 6 | \$205.78 |
| HSF8 | 6 | \$360.12 |
| HSF9-A | 6 | \$360.12 |
| HSF9-B | 6 | \$257.23 |
| HSW1-A | 6 | \$257.23 |
| HSW1-B | 6 | \$360.12 |
| HSW2-A | 6 | \$257.23 |
| HSW2-B | 6 | \$360.12 |
| HSW3-A | 6 | \$257.23 |
| HSW3-B | 6 | \$360.12 |
| HSW4-A | 6 | \$257.23 |

G. GENERAL ITEMS (continued)

10. TRANSPORTATION RENEWALS – ATHLETICS (continued)

| ROUTE NUMBER | RENEWAL NUMBER | 2013-2014 RENEWAL AMOUNT |
|---------------------|-----------------------|---------------------------------|
| HSW4-B | 6 | \$360.12 |
| HSW5-A | 6 | \$205.78 |
| HSW5-B | 6 | \$360.12 |
| HSW6-A | 6 | \$205.78 |
| HSW6-B | 6 | \$257.23 |
| HSS1-A | 6 | \$257.23 |
| HSS1-B | 6 | \$308.67 |
| HSS1-C | 6 | \$360.12 |
| HSS2 | 6 | \$205.78 |
| HSS3-A | 6 | \$257.23 |
| HSS3-B | 6 | \$308.67 |
| HSS3-C | 6 | \$360.12 |
| HSS4-A | 6 | \$257.23 |
| HSS4-B | 6 | \$308.67 |
| HSS4-C | 6 | \$360.12 |
| HSS5-A | 6 | \$257.23 |
| HSS5-B | 6 | \$308.67 |
| HSS5-C | 6 | \$360.12 |
| HSS6-A | 6 | \$308.67 |
| HSS6-B | 6 | \$360.12 |
| HSS7-A | 6 | \$205.78 |
| HSS7-B | 6 | \$257.23 |
| HSS7-C | 6 | \$282.95 |
| HSS7-D | 6 | \$360.12 |

Note: The above routes reflect a 0% increase from 2012-2013 contracts.

Mr. Salvatore reviewed the transportation renewal with the Board.

Mr. Menkin – Do we have to accept the lowest bidder with regards to bid items?

Mr. Salvatore – There are a few processes such as a Request for Proposal (RFP) or competitive contract where the lowest bid is only one factor in the application process.

Mr. Menkin's voiced his concern that the varsity baseball field was not designed correctly and he would not want to find ourselves in a similar situation with the new school.

Mr. Zambrano – Can we use part time bus drivers and our own buses to facilitate some of these routes?

Mr. Salvatore – In the 2014 – 2015 school year we will have a full re-districting with multiple tiers. We are looking to do a lot in house with 5 buses for elementary and pre-school.

G. GENERAL ITEMS (continued)

11. COMMENTS FROM THE OPERATION AND MANAGEMENT COMMITTEE CHAIR (APPENDIX M-3)

Mr. Salvatore – Any comments from the Operations and Management Committee chair?

Mr. Zambrano pointed to Appendix M-3 and stated that the minutes give a good synopsis of what was discussed at the meeting.

H. PERSONNEL ACTION

12. RESOLUTION

I recommend the Board approve the Resolution for Jason Figueroa for suspension with pay – **APPENDIX H**

13. EMPLOYMENT OF HEAD OF TECHNICAL SERVICES

I recommend the Board approve the employment of the following named individual as the head of technical services effective pending criminal history clearance:

DARYL SOUTHWOOD-SMITH, at a salary of \$65,000 (Acct. #11-000-252-100-000-12-00) (UPC #1054-12-TCHNL-TCHMGR)

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

14. EMPLOYMENT OF TECHNICAL SUPPORT FIELD SPECIALIST

I recommend the Board approve the employment of the following named individual as a technical support field specialist effective pending criminal history clearance:

ROBERT LOEHR, at a salary of \$33,795 (Acct. #11-000-252-100-000-12-00) (UPC #0930-12-TCHNL-TECHNI).

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

15. RESIGNATIONS – STIPEND POSITIONS

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

DENISE SCHULZ-NICK, lunchroom monitor, effective February 25, 2013

JUAN MARTINEZ, Spring weight-room P.M. supervisor, effective February 25, 2013

H. **PERSONNEL ACTION (continued)**

16. **RETIREMENT**

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

ROBERT COSTA, High School - School of Visual and Performing Arts Social Studies teacher, effective June 30, 2013. Mr. Costa has a total of twenty-eight (28) years of service.

JUNE ELAINE KELLER, Audrey W. Clark School instructional assistant, effective June 30, 2013. Mrs. Keller has a total of twenty-six (26) years of service.

SARAH VILLANE, Amerigo A. Anastasia School teacher/tutor, effective June 30, 2013. Mrs. Villane has a total of thirty-three (33) years of service.

LORNA WACHTEL, Gregory School teacher/tutor, effective June 30, 2013. Mrs. Wachtel has a total of seventeen (17) years of service.

LAUREL FILLER, Amerigo A. Anastasia School, teacher/tutor, effective June 30, 2013. Ms. Filler has a total of twenty-seven (27) years of service.

17. **COACHING APPOINTMENTS - SPRING 2012-2013 SCHOOL YEAR**

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

HIGH SCHOOL

Weight Room

P.M. Supervisor

Dennis O'Keefe

Step 6

\$664

18. **STIPEND APPOINTMENTS - 2012-2013 SCHOOL YEAR**

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

DISTRICT

Building Security

Howie Coleman

\$15.00/hr

HIGH SCHOOL

Academic Lab Instructor for AHSA Administration

Hema Solanki

\$24.21/hr

Mr. Salvatore – We are also looking at a rotation schedule for stipends to insure that we are being fair with the staff.

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

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

H. PERSONNEL ACTION (continued)

20. ATTENDANCE AT CONFERENCES / MEETINGS

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

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

Staciann Sarno

MENTOR

Rebecca Bleiberg

22. SUBSTITUTE TEACHERS

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

Brian Hibbs
Migdalia Reyes
Andrew Deehan
Timothy Farrell
Jasmine Gomez
Johnny Laine
James Mirarchi

Matthew Mogiliski
Maria Murphy
Carolina Newman
George Turner
Diane Zuchnik
Theodore Goodreau

23. SUBSTITUTE INSTRUCTIONAL ASSISTANT

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

Brian Hibbs

24. SUBSTITUTE BUS AIDE

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

Tina Padilla

25. SUBSTITUTE SAFE SCHOOL ENV./CORRIDOR AIDE

I recommend the Board approve the following safe school environment/corridor aides for the 2012 – 2013 school year:

Brian Hibbs
Tina Padilla

Kelly Booth

26. SUBSTITUTE CUSTODIAN/MAINTENANCE

I recommend the Board approve the following substitute custodian/maintenance person for the 2012 – 2013 school year:

Donte Hart

I. **STUDENT ACTION**

27. **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 18 incidents reported for the month of March, 2013, 10 of which were confirmed; 1 reported at the High School with 0 confirmed; 4 reported at the Middle School with 2 confirmed; 10 at the Alternative School with 8 confirmed and 3 at the Gregory School with 0 confirmed.

28. **FIELD TRIP APPROVALS**

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

29. **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**).

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

I recommend the Board approve/ratify the placement of, and provide transportation for the following student for the 2012-2013 school year:

**THE SHORE CENTER FOR STUDENTS WITH AUTISM
TINTON FALLS, NEW JERSEY**

Tuition: \$46,460.00/Student/Year
Transportation
Effective Dates: 3/4/13 – 6/19/13

ID #5910864589, classified as Eligible for Special Education and Related Services.

NOTE: An out of district placement has been recommended by the Child Study Team.

I. **STUDENT ACTION (continued)**

31. **APPROVAL OF ONE-TO-ONE AIDE AND SPEECH SERVICES FOR AN ATYPICAL STUDENT OUT OF DISTRICT FOR THE 2012-2013 SCHOOL YEAR**

I recommend the Board approve a recommendation by the Child Study Team for a one-to-one aide at the cost of \$3,750.00/month and additional speech services for student ID #5910864589, at The Shore Center. The student will receive an additional hour of speech services per week at the cost of \$75.00/hour.

I. **STUDENT ACTION (continued)**

32. **TERMINATION OF ATYPICAL STUDENT 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 student:

COLLIER SCHOOL
WICKATUNK, NEW JERSEY

Tuition: \$52,570.80/Student/Year

Transportation

Effective Date: 3/1/13

ID #5890828323, classified as Eligible for Special Education and Related Services.

NOTE: The student moved to Ocean Township, New Jersey.

33. **CORRECTIONS/REVISIONS TO MINUTES**

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

February 27, 2013

MIDDLE SCHOOL BASEBALL ASSISTANT COACH – Joseph Simon, Step 9 at a rate of \$2,761. This should have read Step 10 at a rate of \$2,761.

RESIGNATION: KENNETH HAYES, District, Technology Manager, effective March 28, 2013 This should have read, effective March 13, 2013.

DISCUSSION

Mr. Parnell – The play this weekend was very well attended.

Mr. Menkin – I was told that we had some students from other districts playing in the band and that they are paid for this.

Mrs. Beams – This is not unusual. Sometimes we can't get our students to do the things that are required in some of the musicals and plays.

Mr. Zambrano mentioned to Mrs. Beams that he had requested information regarding tardiness and graduation.

Mrs. Beams – I have the information and I will send it to you.

Mr. Zambrano – I would like to have the full Board hear the information.

Mrs. Beams – In January we had a tardy rate of 20.5%, February was 17.5% and 11.3% in March. Currently there are 16 students who have lost credit.

Mr. Zambrano – I want to know the number of students on the verge of not graduating.

Mr. Salvatore – It is too early. That number fluctuates up until the day of graduation.

Mrs. Beams concurred.

Mr. Zambrano – Will we have the information in May?

Mrs. Critelli – Not necessarily. Students are still trying to pull it out.

Mr. Dangler – Mr. Chris Broussard, an ESPN analyst will speak at the NAACP event which will be held at the High School on March 23rd.

Mrs. Perez – Were coaches asked to attend the event on Saturday?

Mr. Dangler – Yes but it isn't mandatory. I went on my own and asked some of the coaches.

There being no other items for discussion in open session, at 9:20 P.M. Mrs. George, Mrs. Perez, Mrs. Critelli and Mr. Zambrano left the meeting so the Board could go into Executive Session to discuss negotiations.

Motion was made by Mr. Menkin, seconded by Mrs. Beams and carried by roll call vote that the Board approve the following item (34).

Ayes (5), Nays (0), Absent (4) Mrs. George, Mrs. Perez, Mrs. Critelli and Mr. Zambrano

34. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 9:20 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: 5
Nays: 0
Absent: 4 (Mrs. George, Mrs. Perez, Mrs. Critelli and Mr. Zambrano)
Date: March 21, 2013

The meeting was adjourned in Executive Session at 10:25 P.M.

LONG BRANCH PUBLIC SCHOOLS

2013-2014 School Calendar

Tentative Calendar

| September 2013 | | | | | | |
|----------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | | | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| October 2013 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| November 2013 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| December 2013 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| January 2014 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| February 2014 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | |

| March 2014 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| April 2014 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| May 2014 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| June 2014 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

KEY

| | |
|--|---|
| | School Closed For Staff and Students |
| | First Day for Students Only |
| | Professional Day for Staff/Closed for Students |
| | Professional Day for Staff/1/2 Day for Students |
| | Schools Closed Due to Inclement Weather |

Total Number of Days

180 = Students

183 = Staff

186 = New Certified Staff (08/28, 08/29, 08/30)

Note: In the event of school closings due to inclement weather, the calendar will be adjusted as follows:

1st Inclement weather day: Schools open on May 27, 2014

2nd Inclement weather day: Schools open on May 23, 2014

3rd Inclement weather day: Schools open on April 21, 2014

4th Inclement weather day: Schools open on February 17, 2014

Parent Conferences have been scheduled according to each school. Please contact your child's school for conference dates.

Summary of Days

| Month | Students | Staff |
|--|------------|------------|
| September | 16 | 18 |
| October | 22 | 23 |
| November | 17 | 17 |
| December | 15 | 15 |
| January | 21 | 21 |
| February | 18 | 18 |
| March | 21 | 21 |
| April | 16 | 16 |
| May | 19 | 19 |
| June | 15 | 15 |
| | | |
| Total | 180 | 183 |
| New Staff attend 8/28/13, 8/29/13 & 8/30/13 for New Teacher Orientation | | |

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

Long Branch Public Schools Calendar 2013 -2014 School Year

2013

| | | |
|-------------------|----------------|---|
| Wednesday | August 28 | New Teacher Orientation/All New Certified Staff |
| Thursday | August 29 | New Teacher Orientation/All New Certified Staff |
| Friday | August 30 | New Teacher Orientation/All New Certified Staff |
| Tuesday-Wednesday | September 3-4 | All Staff Members Report/Professional Day – Schools Closed for Students |
| Thursday-Friday | September 5-6 | Rosh Hashanah – Schools Closed |
| Monday | September 9 | Schools Open |
| Monday | October 14 | Professional Day for Staff/Schools Closed for Students |
| Thursday-Friday | November 7-8 | NJEA Convention – Schools Closed |
| Wednesday | November 27 | Professional Day for Staff - ½ Day for Students |
| Thursday-Friday | November 28-29 | Thanksgiving Recess – Schools Closed |
| Monday | December 23 | Winter Recess – Schools Closed |

2014

| | | |
|------------------|----------------|--|
| Thursday | January 2 | Schools Re-open |
| Friday | January 17 | Professional Day for Staff - ½ Day for Students |
| Monday | January 20 | Martin Luther King Day/Schools Closed |
| Thursday | February 13 | Professional Day for Staff - ½ Day for Students |
| Friday-Monday | February 14-17 | President’s Day Weekend– Schools Closed for Staff & Students |
| Friday | March 21 | Professional Day for Staff - ½ Day for Students |
| Monday–Monday | April 14-21 | Spring Recess – Schools Closed |
| Tuesday | April 22 | Schools Re-open |
| Thursday | May 22 | Professional Day for Staff - ½ Day for Students |
| Friday-Tuesday | May 23-27 | Memorial Day Weekend - Schools Closed for Staff & Students |
| Wednesday-Friday | June 18-20 | Professional Day for Staff - ½ Day for Students |

June 20, 2014: Last Day for Students and Staff

RESOLUTION

BOARD OF EDUCATION OF THE CITY OF LONG BRANCH
IN THE COUNTY OF MONMOUTH

BE IT RESOLVED that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education"), based on the recommendation of the Superintendent of Schools, suspends custodian JASON FIGUEROA with pay effective March 18, 2013 pending the investigation and determination of the court, at which time a decision will be made whether to terminate his employment for the reasons presented to the Board of Education at its meeting of March 20, 2013.

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

Ayes:
Nays:
Absent:
Date: March 21, 2013

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:

HANNA GREENWOOD-GODELL, Gregory School teacher, effective March 18, 2013.

LUIS RODRIGUEZ, Gregory School custodian, effective March 20, 2013.

CASSUNDRRA HART, District Bus driver, effective March 4, 2013.

ALIA VARGAS, Amerigo A. Anastasia School teacher, effective April 1, 2013.

KAITLIN BAIATA, Lenna W. Conrow School teacher, effective September 1, 2013.

CHRISTINA BRONOWICH, Middle School teacher, effective April 22, 2013.

SAMANTHA COVERT-PINCA, High School teacher, effective September 1, 2013.

STEPHANIE SNIFFEN, Amerigo A. Anastasia School teacher, effective September 1, 2013.

JANISE STOUT, Joseph M. Ferraina Early Childhood Learning Center teacher, effective September 1, 2013.

MARISSA TOCCACELI, Gregory School instructional assistant, effective September 1, 2013

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:

MAUREEN ALEXANDER, Middle School teacher, from January 29, 2013 to February 6, 2013.

CASSUNDRRA HART, District Bus driver, from February 11, 2013 to March 1, 2013.

NATHAN ACCOO, Alternative Program Academy, from March 21, 2013 to March 26, 2013.

DIANNE PANDURI, Lenna W. Conrow School secretary, from April 29, 2013 to May 10, 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 individuals:

MAUREEN ALEXANDER, Middle School teacher, from February 7, 2013 to February 22, 2013.

BARBARA HUNT, Lenna W. Conrow School instructional assistant, from January 17, 2013 to January 31, 2013.

NATHAN ACCOO, Alternative Program Academy custodian, from March 27, 2013 to April 16, 2013.

FAMILY/MEDICAL/PERSONAL LEAVE OF ABSENCE WITHOUT PAY

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

MAUREEN ALEXANDER, Middle School teacher, from February 25, 2013 to March 22, 2013.

ROBERTA FREEMAN, District Administrator/Director for Assessment & Accountability, from July 1, 2013 to June 30, 2014.

BARBARA HUNT, Lenna W. Conrow School instructional assistant, from February 1, 2013 to April 23, 2013.

NATHAN ACCOO, Alternative Program Academy custodian, on April 17, 2013.

DIANNE PANDURI, Lenna W. Conrow School secretary, from May 11, 2013 to June 30, 2013.

EXTENSION OF FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAYS

I recommend the Board approve/ratify an extension of family/medical leave of absence using paid days for the following named individuals:

IRIS ALVARADO, Hand in Hand non-instructional assistant, from April 1, 2013 to April 26, 2013.

MICHAEL ROZZA, District custodian/maintenance person, from March 6, 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 the following named individuals:

DIANNE PANDURI, Lenna W. Conrow School secretary, from September 1, 2013 to December 31, 2013.

MICHAEL ROZZA, District custodian/maintenance person, from March 7, 2013 to April 15, 2013.

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 12-14-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:

PETER E. GENOVESE III

\$592.99

School Business Administrator/Board Secretary, at the New Jersey Association of School Business Officials Spring Conference to be held at the Borgata Hotel, Atlantic City, New Jersey on June 5 – 7, 2013 (Acct. #11-000-230-585-390-12-44).

PLACEMENT OF STUDENTS ON HOME INSTRUCTION

ID #4253201332, non-classified student.

NOTE: Student has medical condition.

ID #3082467844, non-classified student.

NOTE: Administrative Request.

ID # 6323470159, non-classified student.

NOTE: Administrator Request.

ID #9644955375, non-classified student.

NOTE: Administrator Request.

ID #9562535691, non-classified student.

NOTE: Administrative Request.

ID #81277617939, non-classified student

NOTE: Administrative Request.

ID #1334978108, non-classified student

NOTE: Administrative Request.

ID #6976451187, non-classified student

NOTE: Administrative Request.

ID #2035213263, non-classified student

NOTE: Administrative Request.

ID #9326262357, classified student

NOTE: Administrative Request.

ID #5805245953, non-classified student

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 3/05/13. 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 #3082467844, non-classified student.

NOTE: Student returned back to school after completing an out of school suspension.

ID #9644955375, non-classified student.

NOTE: Student returned back to school after completing an out of school suspension.

ID #9562535691, non-classified student.

NOTE: Student returned back to school after completing an out of school suspension.

ID #1334978108, non-classified student

NOTE: Student returned back to school after completing an out of school suspension.

**FINANCE COMMITTEE AGENDA
WEDNESDAY, MARCH 13, 2013 - 5:00 P.M.
540 BROADWAY
LONG BRANCH, NEW JERSEY**

COMMITTEE MEMBERS:

Jim Parnell, Chairperson
Michele Critelli
Mary George
Armand Zambrano

ADMINISTRATORS:

Michael Salvatore
Peter E. Genovese III
Nancy L. Valenti

The committee discussed some budget options with respect to the FY14 budget. A presentation was made by the administration to explain to the members of the Finance Committee how the budget that was discussed with the full Board on February 27, 2013 was developed. Given the tight time lines for submission to the County office, the Board had approved the submission of the budget without the benefit of knowing what the State Aid would be. Subsequently, the administration has made further adjustments of over \$800,000 to the budget to reduce the tax levy from 4.9 cents to 3.8 cents. The committee discussed the option of a 3 day summer program or even its elimination.

Mr. Salvatore stated he would present 2 or 3 options for the Board's final decision at the March 20, 2013 meeting, prior to the public hearing.

**INSTRUCTION AND PROGRAMS COMMITTEE
TUESDAY, MARCH 12, 2013 – 6:15 P.M.
540 BROADWAY
LONG BRANCH, NEW JERSEY**

MINUTES

COMMITTEE MEMBERS:

Michele Critelli, Chairperson
Tara Beams
Avery Grant
Armand Zambrano, Jr.

ADMINISTRATORS:

Michael Salvatore
Alvin Freeman
Beth Behnken

1. PEP Grant

- a. Dr. Cancalosi shared information on the Carol M. White PEP Grant. She has partnered with funded grants and formed a committee to write the grant in efforts to obtain: the SPARK PE program, iPads with Fitness Apps for teachers, SPARK After School program, Healthy Kids Challenge, Project Adventure, Fitnessgram, the Let's Move In School program, and Dance, Dance Revolution. SPARK PE programs come with a full curriculum aligned to the standards and lesson plans.
- b. Dr. Cancalosi presented the new regulations for PE that will come with obtaining this grant and shared the potential challenges of scheduling and how they can be addressed.

2. Universal Lesson Plan Format

- a. Genesis, our student information system, is in the process of developing a universal lesson plan format, based on Madeline Hunter, which will be piloted in each school by teacher volunteers. Genesis will be in the district on Tuesday, March 19th to train the pilot group and we will go live district-wide in September.

3. Update: Principal and Teacher Evaluation Regulations

- a. We are working to learn more about the timelines and protocols outlined in the new regulations. PD will be provided to all principals and teachers over the next six months.

4. PARCC/NJSMART

- a. We are reviewing sample items released by PARCC: Performance-Based Assessment Components and End-of-Year Assessment Components in order to determine the best path to prepare children for the skills necessary to manipulate the technology used for the assessment and the keyboarding stamina needed to complete writing tasks.
- b. NJSMART, our state education data system, provides reports that allow us to begin to explore the data associated with the Teacher and Principal Evaluation Regulations such as Student Growth Profiles which determine if students have made low-growth, typical-growth or high-growth, regardless of their proficiency rating.

**OPERATION AND MANAGEMENT COMMITTEE
WEDNESDAY, MARCH 13, 2013 - 6:15 P.M.
540 BROADWAY
LONG BRANCH, NEW JERSEY**

MINUTES

COMMITTEE MEMBERS:

Armand Zambrano, Chairperson
Bill Dangler - absent
Al Menkin
Jim Parnell

ADMINISTRATORS:

Michael Salvatore
Alvin Freeman
Garry Penta
Peter E. Genovese III
Ann C. Degan
Nicholas A. Crupi
Chris Dringus

The Committee discussed the following items:

BUILDINGS AND GROUNDS

- Varsity baseball field renovations; drainage

A review of the Varsity baseball field was shown to include historical pictures through the use of Google map, showing the irregular draining situation that Buildings and Grounds has started to repair.

- Added security doors and walls at 540 Broadway, Lenna W. Conrow School and Amerigo A. Anastasia School

Additional security doors were added in the above listed locations for the protection of students and staff.

- Exterior reflective room numbers for Amerigo A. Anastasia School and Gregory School

The above mentioned schools have reflective room numbers on exterior classroom windows in the event police are summoned to the building.

TECHNOLOGY

- A test environment has been created and new policies are being written for Windows 8 and Office 2013

The Technology Department is testing Windows 8 for the possibility of a district wide deployment.

- A secure way of offering remote support is being developed for staff to "request help"

Technology is looking into a free application that will allow the department to dial in to a user's computer to help make changes and solve problems without the need to physically go to the machine.

OPERATION AND MANAGEMENT COMMITTEE**MINUTES (continued)****TECHNOLOGY (continued)**

- E-rate has approved partial funding for phone systems at Morris Avenue School and West End School

With the approval of e-rate funding, the administration is looking at a new telephone system for the Morris Avenue and West End Schools. Upon the closing of the West End School, the system will be transferred to another location within the district.

- The wireless project at West End School and Audrey W. Clark School has been a complete success without any issues to date.

FACILITIES

- Joseph M. Ferraina Early Childhood Learning Center – HVAC unit replacement

The committee discussed the need to replace HVAC units in the individual classrooms at the Joseph M. Ferraina Early Childhood Learning Center. We are currently exploring engineering designs, proposed specifications and cost.

- Energy Program
 1. Middle School – Programming for setbacks
 2. Morris Avenue School/Lenna W. Conrow School – new building controls
 3. High School Room 101 repairs – possibly re-commissioning the HVAC units

The Committee discussed the need for certain heating and air conditioning program setbacks in order to help maintain a level of efficiency with respect to heating and cooling in those facilities.

- Storm Damage – FEMA/Insurance

The Committee was informed the potential insurance coverage is between \$900,000 and \$1.4 million. Our first installment check should be received tomorrow.

- Middle School Generator

The Committee discussed the need to place other areas of the Middle School on the emergency generators. We will be updating our plans and cost figures.

- George L. Catrambone School
 1. Presentation at Board meeting
 2. Update on site progress

Facilities briefed the committee on the progress being made at the George L. Catrambone School.

DISCUSSION ITEM

- Review appraiser proposals for West End School

The Committee reviewed 3 possible appraisers for the West End School. The committee will respond back to the chairperson and the administration regarding the selection of or recommendations for another company.