

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

**MINUTES**

**MARCH 21, 2013**

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

Mrs. Beams called the meeting to order at 6:00 P.M.

**A. ROLL CALL**

Mrs. Beams - President	Mrs. Perez	Mr. Dangler
Mr. Parnell - Vice President	Mr. Grant – 6:03	Mr. Zambrano
Mrs. George	Mrs. Critelli - absent	Mr. Menkin - absent

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

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

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

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

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

Mr. Grant arrived at 6:03 P.M.

**B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE**

Alvin Freeman, Assistant Superintendent, introduced two Joseph M. Ferraina Early Childhood Learning Center and Lenna W. Conrow School students, Maya Bailo and Shawn Ribeiro, who saluted the flag and led the Pledge of Allegiance.

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

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. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

**C-1. STATEMENT TO THE PUBLIC (continued)**

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. The Board will not respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee.

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

No one addressed the Board.

**C-3. BOARD UPDATE**

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

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

**D. APPROVAL OF MINUTES**

That the Board approve the following minutes:

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

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

Ayes (5), Nays (0), Abstain (2) Mrs. George and Mrs. Perez, Absent (2) Mrs. Critelli and Mr. Menkin

**D-1. APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Executive Session Meeting minutes of February 26, 2013

**E. SECRETARY'S REPORT**

Motion was made by Mrs. George, seconded by Mr. Parnell and carried by roll call vote that the Board approve the following items (E1 – 9).

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

1. **BUDGET TRANSFER REPORTS – FY13 JANUARY AND FY13 FEBRUARY TRANSFERS**

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.

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

Ayes: 7  
Nays: 0  
Absent: 2 (Mrs. Critelli and Mr. Menkin)  
Date: March 21, 2013

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

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**

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).

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

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

5. **MONTHLY CERTIFICATION OF BOARD OF EDUCATION**

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.

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

Ayes: 7  
Nays: 0  
Absent: 2 (Mrs. Critelli and Mr. Menkin)  
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**

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**

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**

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**

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
<b>TOTAL</b>	<b>756</b>	<b>345</b>	<b>753</b>	<b>397</b>	<b>325</b>	<b>294</b>	<b>408</b>	<b>3278</b>	<b>1010</b>	<b>1180</b>	<b>5468</b>
						<b>702</b>					

**January 2013 Figures**

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

**F. SUPERINTENDENT'S REPORT**

**1. BUDGET PRESENTATION –**

Mr. Salvatore gave a detailed presentation to the audience on the FY14 budget.

Mr. Grant commended Mr. Salvatore for making the budget presentation interesting.

Mrs. Beams thanked Mr. Genovese, Mrs. Valenti and the entire staff for their tireless effort during the budget process and for giving the Board such a great product.

**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. STUDENT COUNCIL PRESIDENT'S REPORT**

Gabe Umana – Last week I was invited to visit the Joseph M. Ferraina Early Childhood Learning Center and the Lenna W. Conrow School where Mrs. Johnson and Mrs. Potter-Brown each gave me a tour of their respective schools. At the Joseph M. Ferraina Early Childhood Learning Center I saw numerous projects that the students had completed this year and I was very impressed. When I spoke to the students they were all excited about their performance tonight. At the Lenna W. Conrow School I noticed many changes since I was a student there over a decade ago. The vibrant colors in the hallways made the building "pop". I enjoyed my visit there. I observed some of the classes and I was impressed with how much the students learn at such a young age. My experience visiting the school brought back many good memories. It allowed me to reflect on the journey that these students will take over the next 10 years.

**4. PRESENTATION OF AWARDS**

**A) DISTRICT VOLUNTEERS**

Maria Hernandez  
Kelly Jakobowski  
Scott Jakobowski  
Marbella Jimenez  
Isiquiel Jimenez  
Lindsey Guarna  
Sal Guarna  
Jennifer Diehl  
Sheila Popo  
Patrick Popo

Tiffany Booker  
Gesenciana Garcia  
Belen Perez  
Rebecca DeJesus  
Julia Rosado  
Oscar Rosado  
Alba Ortiz  
Okisha Hunt  
Juliana Hanashiro

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

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

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**

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

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

**G. GENERAL ITEMS**

Motion was made by Mrs. Perez, seconded by Mrs. George and carried by roll call vote that the Board approve the following item (1)

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

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)**

That 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	\$905,500	
	10-1210	Tax Levy		\$(1,043,239)
	10-5XXXX	Other financing sources		\$(450,000)
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		\$(368,235)	
	15-140-100-101		\$(38,930)	
	15-204-100-106		\$(33,837)	

**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 \$336,585. 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.

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

Ayes: 7  
Nays: 0  
Absent: 2 (Mrs. Critelli and Mr. Menkin)  
Date: March 21, 2013

Motion was made by Mr. Dangler, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (2 – 3).

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

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

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

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

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

**G. GENERAL ITEMS (continued)**

**3. AUTHORIZATION TO FILE PROJECT SERV**

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

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

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

Motion was made by Mr. Parnell, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (4 – 7).

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

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

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

That 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.

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

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

**5. AUTHORIZATION TO FILE AUTISM SPEAKS GRANT**

That 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.

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

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

**6. AUTHORIZATION TO FILE VERIZON FOUNDATION**

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

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

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

**G. GENERAL ITEMS (continued)**

**7. AUTHORIZATION TO ACCEPT ADDITIONAL FUNDING**

That 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

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

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

Motion was made by Mrs. George, seconded by Mr. Parnell and carried by roll call vote that the Board approve the following item (8).

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

**8. GIFTS TO SCHOOLS**

That 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

Motion was made by Mrs. Perez, seconded by Mr. Dangler and carried by roll call vote that the Board approve the following item (9).

Ayes (6), Nays (1) Mr. Zambrano, Absent (2) Mrs. Critelli and Mr. Menkin

**9. APPROVAL OF 2013-2014 SCHOOL CALENDAR**

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

**G. GENERAL ITEMS (continued)**

Motion was made by Mr. Dangler, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (10 – 26).

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

**10. TRANSPORTATION RENEWALS - ATHLETICS**

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

**CONTRACTOR – Seman-Tov**

**Multi Contract Number: ST-HSATH**

<b>ROUTE NUMBER</b>	<b>RENEWAL NUMBER</b>	<b>2013-2014 RENEWAL AMOUNT</b>
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)**

<b>ROUTE NUMBER</b>	<b>RENEWAL NUMBER</b>	<b>2013-2014 RENEWAL AMOUNT</b>
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.

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

Mr. Zambrano stated that the minutes for the Committee Meetings are attached to the back of the Agenda.

**H. PERSONNEL ACTION**

**12. RESOLUTION**

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

H. **PERSONNEL ACTION (continued)**

13. **EMPLOYMENT OF HEAD OF TECHNICAL SERVICES**

That 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**

That 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**

That 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

16. **RETIREMENT**

That 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.

H. **PERSONNEL ACTION (continued)**

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

That 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**

That 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

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

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

20. **ATTENDANCE AT CONFERENCES / MEETINGS**

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

21. **TEACHER/MENTOR PROGRAM**

That 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**

That 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

**H. PERSONNEL ACTION (continued)**

**23. SUBSTITUTE INSTRUCTIONAL ASSISTANT**

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

Brian Hibbs

**24. SUBSTITUTE BUS AIDE**

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

Tina Padilla

**25. SUBSTITUTE SAFE SCHOOL ENV./CORRIDOR AIDE**

That 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**

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

Donte Hart

Motion was made by Mr. Dangler, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (27 – 33).

Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

**I. STUDENT ACTION**

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

That 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**

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

**29. PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION**

That the Board approve/ratify the placement/termination of home instruction for the students listed on (**APPENDIX L**).



I. **STUDENT ACTION (continued)**

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

That 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.

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

That 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.

32. **TERMINATION OF ATYPICAL STUDENT OUT OF DISTRICT AND TRANSPORTATION FOR THE 2012-2013 SCHOOL YEAR**

That 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**

That 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.*

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

Mary Ann Lumia  
220 North 5<sup>th</sup> Avenue, Unit #1  
Long Branch, NJ

My daughter is a student at the High School, involved with the Junior Air Force ROTC. The local VFW would like to sponsor a breakfast in order to raise funds for the ROTC class. How do we go about doing that?

Mr. Salvatore – Contact the High School principal, Mr. Muscillo, and he can work with you to arrange for that.

**K. ADJOURNMENT - 7:06 P.M.**

There being no further discussion, motion was made by Mr. Dangler, seconded by Mrs. George and carried by roll call vote that the Board adjourn the meeting at 7:06 P.M.  
Ayes (7), Nays (0), Absent (2) Mrs. Critelli and Mr. Menkin

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

# LONG BRANCH PUBLIC SCHOOLS

## 2013-2014 School Calendar

### Tentative Calendar

September 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					

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
<b>Total</b>	<b>180</b>	<b>183</b>
<b>New Staff attend 8/28/13, 8/29/13 &amp; 8/30/13 for New Teacher Orientation</b>		

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	<b>Schools Open</b>
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**

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

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

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

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

**CASSUNDR A 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**

That 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.

**CASSUNDR A 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**

That 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**

That 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**

That 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**

That 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.

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/TERMINATION OF STUDENTS ON HOME INSTRUCTION**

## **APPENDIX L**

### **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 19<sup>th</sup> 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. Degnan  
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.