

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

MINUTES

MARCH 22, 2016

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. Widdis, Board President, at 7:00 P.M.

A. ROLL CALL

Mrs. Widdis - President	Mr. Grant – absent	Mr. Parnell
Mr. Dangler - Vice President	Dr. Critelli	Mr. Covin
Mrs. George	Mr. Zambrano	Rev. Bennett

Administrator's Present

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

Also Present

Doug Forrester, Integrity Health representative
Ed MacQueen, Integrity Health representative
Richard D. McOmber, Esq., Board attorney

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

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

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

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

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

B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

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

C-1. STATEMENT TO THE PUBLIC

Mrs. Widdis 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

C-1. STATEMENT TO THE PUBLIC (continued)

presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. All agenda attachments are available for public review. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

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

Doug Forrester and Ed MacQueen attended the Board of Education meeting at the President's request to address certain concerns that members of the Negotiations Committee had with regard to the ELAP process.

Mr. Forrester – The ELAP process is an audit function of the Integrity Health plan. This is one of the many array of services that Integrity Health manages. All claims exceeding \$5,000 are presented to ELAP for their review and audit. From October of 2014 through December 31, 2015 there have been approximately 549 ELAP claims that total approximately \$11 million of which 83% of those claims were settled through this audit process. The remaining 93 claims are being disputed by the vendors. In essence, the vendor is asking for more money than was paid on behalf of the member and the plan. Of those 93 outstanding claims, there are only 3 members who currently have not signed a legal representation letter which affords them the legal coverage for any outstanding balances that the vendors feel are due to them. If the providers are able to supply ELAP with additional information supporting their bill, the plan will make those payments. In either case, the member would have no financial responsibility for those outstanding balances unless they were a required co-pay which is part of the plan. ELAP is a major company that has been around for approximately 9 years and to my knowledge, with all the claims that have been reviewed, all of them have been settled.

Mrs. George – Is it stated anywhere that the employee is not responsible for the balances?

Mr. Forrester – Yes, it is part of the signed document. Additionally, we have a client representative at the Health Center, Scott Perry, who interacts with the members and the vendors to help insure that the bills are being handled appropriately.

Mrs. Widdis – How far back can a vendor bill?

Mr. Forrester cited an example of a current employee who had received an invoice from a provider for services rendered several years ago when the Board was with the State Health Benefits plan and currently the Board's broker is trying to help the employee get this resolved.

Mr. Parnell – Did you go to area hospitals to work out a pay scale with them?

Mr. Forrester – Basically all of the hospitals in the area already come with a network arrangement.

Dr. Salvatore – Are there any timelines that we can share with the members regarding outstanding claims?

Mr. Forrester – There are currently only 3 members that are at risk that we believe will sign the representation letter in the near future. Once the letters have been signed the members will be protected by ELAP.

Dr. Salvatore – Knowing that a reasonable amount was paid on all invoices is helpful. There may have been a misunderstanding by some members who are thinking that no funds were released to their medical providers.

Mr. Forrester and Mr. MacQueen left the meeting at 8:05 P.M.

Motion was made by Mr. Covin, seconded by Mrs. George and carried by roll call vote that the Board approve the following item (C-3).

Ayes (8), Nays (0), Absent (1) Mr. Grant

C-3. **RESOLUTION FOR CLOSED EXECUTIVE SESSION**

That the Board approve the following Resolution -

WHEREAS, the Open Public Meetings Act (Chapter 231, P.L. 1975) allows for the 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 sale of West End School** 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 recessing of this Executive Session back into the open public meeting.

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

Ayes: 8
Nays: 0
Absent: 1 (Mr. Grant)
Date: March 23, 2016

The Board returned to open session at 8:25 P.M.

ROLL CALL

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

Mr. Grant – absent
Dr. Critelli
Mr. Zambrano

Mr. Parnell
Mr. Covin
Rev. Bennett

D. APPROVAL OF MINUTES

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

- Agenda Meeting minutes of February 23, 2016
- Executive Session minutes of February 23, 2016
- Regular Meeting minutes of February 24, 2016

E. SECRETARY'S REPORT

Mrs. George briefed the Board on all of the items that were discussed at the Finance Committee meeting to include the submission of the FY17 budget to the County, stating that the budget, as submitted, will reduce the tax rate by 8.2 cents. Mrs. George also briefed the Board on the modest increase that we would see for FY17 with regard to health care, an overall 4.15%, and major medical will increase by 1.78%; the number of visits the staff made to the Health Center as well as visits to the physical therapist and chiropractor. Further, the Board would like to close an \$800,000 gap on claims for the current year which now will be feasible with the sale of West End School.

1. BUDGET TRANSFER REPORTS – FY16 JANUARY TRANSFERS

I recommend the Board approve the following Budget Transfer Resolution (which will be labeled **APPENDIX E-1** and made part of the permanent minutes upon Board approval).

RESOLUTION

WHEREAS N.J.A.C. 6A:23A-16.10 "Budgetary Controls and Over expenditure 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 FY16 January Transfers as listed be approved for the month ending January 31, 2016.

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

Ayes:

Nays:

Absent:

Date: March 23, 2016

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

2. **BOARD SECRETARY'S REPORT – JANUARY 31, 2016**

I recommend the Board approve the Board Secretary's Report for the month ending January 31, 2016 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - JANUARY 31, 2016**

I recommend the Board approve the Report of the Treasurer for the month ending January 31, 2016 (which will be labeled **APPENDIX E-3** and made part of the permanent minutes upon Board approval).

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

Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), I certify that as of the January 31, 2016 Board Secretary's Report, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

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

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

I recommend 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, 2016 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 23, 2016

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

6. **BILLS AND CLAIMS – FEBRUARY 2 - 29, 2016 AND MARCH 1 - 23, 2016 FOR CHRIST THE KING AND LAURA WIDDIS**

I entertain a motion that the Board approve the February 2 - 29, 2016 and March 1 - 23, 2016 bills and claims for Christ the King and Laura Widdis (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

7. **BILLS AND CLAIMS - FEBRUARY 2 - 29, 2016 AND MARCH 1 - 23, 2016 EXCLUDING CHRIST THE KING AND LAURA WIDDIS**

I entertain a motion that the Board approve the February 2 - 29, 2016 and March 1 - 23, 2016 bills and claims excluding Christ the King and Laura Widdis (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval)

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – FEBRUARY 29, 2016**

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 29, 2016 (which will be labeled **APPENDIX E-5** and made part of the permanent minutes upon Board approval).

9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF FEBRUARY 29, 2016**

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 29, 2016 (which will be labeled **APPENDIX E-6** and made part of the permanent minutes upon Board approval).

F. **SUPERINTENDENTS REPORT**

1. **RECOGNITION OF ACHIEVEMENT**

Monmouth Vicinage Celebrates Black History Month

The Monmouth Vicinage sponsored an event entitled "Black America: Redefining Our History for Tomorrow's Future - The State of Today's Youth". Our students participated in the essay, poetry and art contests. The students were presented with either a plaque or a certificate by Judge Lisa P. Thornton on February 26, 2016 at the Monmouth County Courthouse, Freehold, New Jersey. The winners recognized are as follows:

Estefania Hernandez	-	High School - Grade 9 - 2nd place/Art
Tori Seigler	-	Middle School - Grade 8 - 1st place/Poetry
Amya Hayes	-	Middle School - Grade 7 - Honorable mention/Art

2. **PRESENTATION OF AWARDS**

A) **AWARDING OF TENURE CERTIFICATE**

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

Middle School Leadership Academy

Presented by: Kim Hyde

NICOLE CARROLL	-	Teacher
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B) **DISTRICT VOLUNTEERS**

Mirveta Feratovic	Griselda Espinosa
Renee White	Miguel Espinosa
Nancy Martins	Tamika Whitley
Mary Woodruff	Sari Levy

C) **TEACHER OF THE MONTH - FEBRUARY**

MEGHAN MUELLER, Challenge/Achievement Team Leader & Social Worker/Counselor, Audrey W. Clark School, presented by Dr. Critelli

D) **SUPPORT STAFF OF THE MONTH - FEBRUARY**

RAMON RIVERA, Day Crew Chief / Custodian, High School, presented by Dr. Critelli

3. **STUDENT COUNCIL LIAISON'S REPORT** - Shannon Nutley

F. **SUPERINTENDENTS REPORT (continued)**

4. **SCHOOL PRESENTATION**

Community can be defined in a variety of ways. At the George L. Catrambone School, our community spans throughout Long Branch, across the country and touches all corners of our globe. Our aim is to raise levels of awareness, appreciation and respect for all those that enter our building. Although there are many languages spoken and different traditions practiced, we all speak the same language of compassion. We help those in need, and our acts of kindness span past the walls of our school, over the borders of our city and trickle across the oceans. Sit back and enjoy as the community of the George L. Catrambone School presents their vision of compassion, community and the importance of working together to make the world a more beautiful place, because we are all living under the same sun.

Dr. Salvatore reviewed the Agenda with the Board.

G. GENERAL ITEMS

Comments from the Operation and Management Committee Chair (APPENDIX G-1)

Mr. Zambrano briefed the Board regarding discussions held by members of the Operation and Management Committee. Those items are contained in the agenda under Appendix G-1.

1. CONSOLIDATED CHANGE ORDER - #4

I recommend the Board approve the following Resolution for change order #4 for renovations to the old High School:

WHEREAS, Tormee Construction, Inc. has requested consolidated change order #4 for proposed renovations at the old High School pursuant to NJAC 6:20-8.3, be granted for the following:

CHANGE ORDER NUMBER	DESCRIPTION	UNITS	UNIT PRICE
4	Install stainless steel flue	1	\$11,000.00
4	Remove asbestos flooring in two classrooms	1	\$4,300.00
4	Remove and dispose of old kitchen equipment	1	\$0.00
4	Repainting of letters over stage proscenium	1	\$2,800.00
TOTAL			\$18,100.00

WHEREAS, the Board of Education has \$38,199 available in contingency allowances and,

WHEREAS, said change orders will go against the Board's contingency allowance,

NOW THEREFORE BE IT RESOLVED, that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education") authorizes said change order which will reduce the contingency allowance to \$20,099.

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

Ayes:

Nays:

Absent:

Date: March 23, 2016

Mr. Genovese – The change order will come out of the contingency allowance, leaving a balance of \$20,099.

G. **GENERAL ITEMS (continued)**

2. **APPOINTMENT OF TREASURER AND APPROVAL OF SIGNER FOR SCHOOL WARRANT AND PAYROLL ACCOUNTS**

I recommend the Board ratify the appointment of Michael Martin as the Treasurer of School Monies and further as a signer for the school warrant and payroll accounts effective March 1, 2016.

3. **AUTHORIZATION TO GO OUT TO BID FOR REFUSE AND RECYCLABLES REMOVAL SERVICES**

I recommend the Board authorize going out to bid for Refuse and Recyclables Removal Services for the 2016-2017 school year.

4. **APPROVAL TO ACCEPT ADDITIONAL FY14 IMPACT AID**

I recommend the Board approve to accept additional Impact Aid funding for FY14 in the amount of \$1,801.71.

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

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

5. **APPROVAL TO ACCEPT AASA/NJPA HELPING KIDS URGENT MINI GRANT**

I recommend the Board approve to accept the AASA/NJPA Helping Kids Urgent Mini Grant in the amount of up to \$2,000 on behalf of the High School.

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

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

6. **APPROVAL OF AGREEMENT WITH WILLIAM PATTERSON UNIVERSITY**

I recommend the Board approve the agreement with William Patterson University to designate the George L. Catrambone School and the Middle School as Professional Development Schools and members of the Professional Development School Network. The agreement will, to name a few terms, provide school faculty to work with WPU teacher education candidates; participate in the governance of the College's PDS Network and the PDS will host on-site pre-service courses for WPU teacher education candidates designed to enhance the application of academic coursework to actual teaching practices. The agreement will remain in effect from March, 2016 until June 30, 2016 at a total cost not to exceed \$8,000 which will be paid for by Title III funds.

Dr. Salvatore – We will have a professional in residency from William Patterson University which will be paid for by Title III funds.

G. GENERAL ITEMS (continued)

7. APPROVAL TO SUBMIT THE NJSBAIG SAFETY GRANT APPLICATION

I recommend the Board approve the submission of the grant application for the 2016 Safety Grant Program through the New Jersey School Boards Insurance Group's MOCSSIF Subfund for the purpose described in the application, in the amount of \$8,803 for the period July 1, 2016 through June 30, 2017.

8. APPROVAL TO RESCIND COPIER SERVICE AGREEMENT

I recommend the Board approve to rescind the award to Atlantic Office for the lease purchase agreement for copier services dated December 15, 2015 and to go out to receive quotes for this service using State Contract #G-2075.

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

I recommend the Board approve the Long Branch High School and Monmouth Medical Center Site Based Mentoring Program for Big Brothers Big Sisters of Monmouth and Middlesex Counties (BBBSMMC) for the 2016-2017 school year, of which the school district will provide \$7,000 to partially fund this program. The objective is to provide one-to-one mentoring to at-risk youth to gain the confidence, skills and tools needed to graduate high school, enroll in college and enter the workforce.

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

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

10. APPROVAL OF AGREEMENT FOR CONSULTING SERVICES

I recommend the Board approve the consulting services agreement with Karen Nemeth to provide professional development for the early education staff. Services provided will be one full day of professional development including part day workshop and classroom visits on April 14, 2016 for early education staff on the topic of Teaching Young Dual Language Learners. The fee for the two event service will be \$2,000 which will be paid through Title III funds.

11. GIFTS TO SCHOOL

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

Donated by:

Patrick Williams King 2103-3b Trombone with Attachment & Selmer Bundy Trumpet

H. PERSONNEL ACTION

Comments from the Instruction and Programs Committee Chair (APPENDIX H-1)

Mr. Covin briefed the Board regarding discussions held by members of the Instruction and Programs Committee. Those items are contained in the agenda under Appendix H-1.

H. PERSONNEL ACTION (continued)

Comments from the Communications Committee Chair (APPENDIX H-2)

Dr. Salvatore briefed the Board regarding discussions held by members of the Communications Committee. Those items are contained in the agenda under Appendix H-2.

1. APPOINTMENT OF CERTIFIED STAFF:

I recommend the Board approve/ratify the appointment of the following named individuals who constitutes a careful selection and screening of applicants and is hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly Qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. This initial appointment may be changed as District needs develop.

ALEXANDER ISAACS

Math Teacher
Middle School
MA, Step 1
54,000

Certification: Elementary K-6, Elementary with Mathematics Specialization 5-8
Education: Monmouth University
Replaces: J. Lambert, resigned
(Acct#:15-130-100-101-000-02-00)(UPC#:0249-02-MATHC-TEACHR)
Effective Date:

2. RESIGNATION - CONTRACTUAL POSITION

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

NIKKIA BLAIR, Personnel Manager, effective March 25, 2016.

JENNIFER LAMBERT, Middle School teacher, effective April 29, 2016.

KARA MATAACCHIERA, Gregory School teacher, effective June 30, 2016

3. RESIGNATION - STIPEND POSITIONS

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

ANDREA KELLY, High School Head Teacher - ELA, effective March 11, 2016.

ANDREA KELLY, High School National Honor Society Advisor, effective March 11, 2016.

4. RETIREMENT

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

MARIA GLORIA CUNHA, Lenna W. Conrow School teacher, effective July 1, 2016. Mrs. Cunha has 17 years of service.

LINDA MANGO, High School teacher, effective July 1, 2016. Mrs. Mango has 23 years of service.

BARBARA STARK, Lenna W. Conrow School teacher, effective July 1, 2016. Mrs. Stark has 15 years of service.

H. **PERSONNEL ACTION (continued)**

5. **STAFF TRANSFER**

I recommend the Board approve the following staff transfer:

Nikkia Blair, from Personnel Manager to School Based Youth Services social worker.

6. **PART-TIME AND STIPEND POSITIONS – 2015-2016 SCHOOL YEAR**

I recommend the Board approve/ratify the following stipend positions for the 2015-2016 school year:

NCLB Consolidated Application and Performance Data Writers \$27.81/hr

(AAA) Jessica Alonzo-LAL, Denise Woolley-Math, **(GLC)** Laura Tracey-LAL, Kalliopi Stavrakis-Math, **(GRE)** Elizabeth Muscillo-LAL, Laura Widdis-Math, **(JMF)** Betsy Callaghan-LAL, Kimberly Walker-Math, **(LWC)** Jennifer Campbell-LAL, Jennifer Long-Math, **(MOR)** Nicole Trainor-LAL, Michael Gatta-Math, **(MS)** Maureen Alexander-LAL, Cheryl Stavola-Math, **(HS)** Francis Panullo-LAL, Robin Reinhold-Canneto-Math

7. **COACHING/ATHLETIC STIPENDS – SPRING, 2015-2016 SCHOOL YEAR**

I recommend the Board approve/ratify the following coaching/athletic stipend positions for the 2015-2016 school year:

Baseball Asst. Varsity Coach

Benjamin Woolley	Step 6	\$2,856
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Track & Field Asst. Varsity Coach

Chad King	Step 6	\$2,856
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8. **SUBSTITUTE TEACHERS**

I recommend the Board approve the following substitute teachers:

John Galanakis	Brian Roberts
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9. **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:

Mentor

Christina Bronowich

Mentee

Sarah Meyer

10. **CHANGE OF TRAINING LEVEL**

I recommend the Board approve a change of training level for the following individuals effective April 1, 2016:

FRANCIS PANNULLO, High School teacher, to move from MA to MA +30 on teacher's salary guide.

KRISTEN CATRAMBONE, Middle School teacher, to move from BA to MA on teacher's salary guide.

H. PERSONNEL ACTION (continued)

11. FAMILY/MEDICAL LEAVE OF ABSENCES

I recommend the Board approve/ratify the family/medical leave of absences as listed on - **APPENDIX H-3.**

12. STUDENT TEACHER/INTERN PLACEMENT

I recommend the individuals listed to be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2015-2016 and 2016-2017 school years. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

<u>Monmouth University</u>	<u>Spring 2016 Semester</u>	<u>March – May 2016</u>
Richard Ziering	LBMS	Meredith Miller

<u>Monmouth University</u>	<u>Fall 2016 Semester</u>	<u>September – December 2016</u>
Lauren Meade	Gregory School	Marjani Morgan

<u>Monmouth University</u>	<u>Year Long Pilot Program</u>	<u>January – December 2016</u>
Sydney Engelberger	Gregory School	Patricia Brucker
Melissa Brown	Gregory School	Marian Frank
Gracemary DeSciscio	Gregory School	Stephanie Dispoto
Stephanie Martinez	High School	Francis Mainieri

<u>University of Scranton</u>	<u>Summer Semester</u>	<u>April – June 2016</u>
Francis Pannullo	High School	Principal Matthew Johnson

13. ATTENDANCE AT CONFERENCES / MEETINGS

I recommend the Board approve the attendance of the staff members indicated on the attach the conferences indicated - **APPENDIX H-4.**

14. AUTHORIZATION TO SUBMIT COMPREHENSIVE EQUITY PLAN (RESOLUTION)

I recommend the Board authorize the submission of the proposed Comprehensive Equity Plan for School Years 2016-17 through 2018-2019 - **APPENDIX H-5**

I. STUDENT ACTION

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

I recommend the Board approve the monthly report as required by statute - **APPENDIX I-1.**

2. FIELD TRIP APPROVALS

I recommend the Board approve/ratify the field trips indicated (which will be labeled **APPENDIX I-2** and made part of the permanent minutes upon Board approval).

3. 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 I-3.**

I. **STUDENT ACTION (continued)**

4. **PLACEMENT OF ATYPICAL OUT OF DISTRICT STUDENTS AND TRANSPORTATION NEEDS FOR THE 2015 – 2016 SCHOOL YEAR**

I recommend the Board approve/ratify the placement of, and provide transportation for the 2015-2016 school year for the following out of district students:

HARBOR SCHOOL
EATONTOWN, NEW JERSEY

Tuition: \$19,152.70
*Extraordinary Services \$11,368.70/Student
Effective Dates: 3/7/2016 - 6/22/2016

ID# 5310607467, classified as Eligible for Special Education and Related Services

OCEAN ACADEMY
BAYVILLE, NEW JERSEY

Tuition: \$22,583.40
Effective Dates: 2/26/2016 - 6/22/2016

ID# 8360057110, classified as Eligible for Special Education and Related Services

5. **CORRECTIONS/REVISIONS TO MINUTES**

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

February 24, 2016

COACHING/ATHLETIC STIPENDS-SPRING 2015-2016 SCHOOL YEAR

Boys Varsity Tennis Asst. Coach; Linda Mango; Step 6 at \$1,875. This should have read; Christopher Porges; Step 6 at \$1,875.

STAFF TRANSFER

Nancy Joyce, from Lenna W. Conrow School Instructional Assistant to Holy Trinity School Instructional Assistant. This should have read Morris Avenue School Satellite Campus.

RE-INSTATEMENT OF EMPLOYEE

As directed in an Arbitration Award issued by Ernest Weiss, Arbitrator reinstated Kevin Garifine as an employee of the Board of Education to a Groundsman. This should have read to Maintenance.

FAMILY/MEDICAL LEAVE OF ABSENCE

ANDREA KELLY, High School teacher, using sick days from April 4, 2016 to June 15, 2016. This should have read March 14, 2016 to May 26, 2016.

ANDREA KELLY, High School teacher, without pay from June 16, 2016 and June 17, 2016. This should have read May 31, 2016 to June 17, 2016.

KATHLEEN CURLEY, Amerigo A. Anastasia School 10-month secretary, from January 19, 2016 to February 29, 2016. This should have read January 19, 2016 to March 1, 2016.

TEACHER MENTOR PROGRAM

That the Board approve the following individuals to assume the position of mentor as detailed in the State Department of Education Teacher/Mentor Program - Mentor; Alyson Stagich; Mentee; Margaret Dos Santos. This should have read Mentor/Mentee stipend for the 2015/2016 school year in the amount of \$550 per year.

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

January 27, 2016

TEACHER/MENTOR PROGRAM

Meaghan Brandt/Brett Igoe should have been should have been listed under Mentor/Mentee Stipends.

FAMILY/MEDICAL LEAVE OF ABSENCE

KRISTIN CICCONE, Gregory School teacher, using sick days from April 4, 2016 to April 19, 2016. This should have read from March 14, 2016 to April 6, 2016.

KRISTIN CICCONE, Gregory School teacher, without pay from April 20, 2016 to June 17, 2016. This should have read April 7, 2016 to June 17, 2016.

December 15, 2015

FAMILY/MEDICAL LEAVE OF ABSENCE

MELISSA JOYCE, Gregory School teacher, without pay from April 21, 2016 to June 17, 2016. This should have read from April 7, 2016 to June 17, 2016.

BRUNA CALE-OLIVEIRA, George L. Catrambone School teacher, using sick days from March 13, 2016 to May 3, 2016. This should have read March 2, 2016 to April 19, 2016.

BRUNA CALE-OLIVEIRA, George L. Catrambone School teacher, without pay from May 4, 2016 to June 17, 2016. This should have read April 20, 2016 to June 17, 2016.

November 18, 2015

FAMILY/MEDICAL LEAVE OF ABSENCE

MELISSA JOYCE, Gregory School teacher, using sick days from March 21, 2016 to April 20, 2015. This should have read from March 7, 2016 to April 6, 2016.

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

No one addressed the Board.

DISCUSSION

1. **Letter from Mrs. Perez**

Dr. Salvatore reviewed a request from Mrs. Perez for the Board to consider naming the ROTC program for Bill Knox. The understanding is that we would not erect any formal plaque but any time the ROTC cadets were performing at a ceremony, the brochure would read something like "William Knox Junior ROTC" presents. Dr. Salvatore stated that Mrs. Perez felt that based on Mr. Knox's many years of service to the Board of Education as well as his military career, this would be a fitting tribute.

ADDITIONAL DISCUSSION

Rev. Bennett – Will there be any consideration for naming the gym or something after Sam Mills? I spoke to Mayor Schneider and my request is not going to be honored at this time.

Dr. Salvatore – There is a formal request process that would be presented to the Board for consideration based on merit.

Mrs. Widdis – It would also have to meet the criteria that we have in the Board policy.

Mr. Dangler inquired about our insurance carriers.

Mr. Genovese – We have separate brokers for property and casualty, Workers Compensation, student accident insurance and bonds.

Mr. Dangler – Do we do an annual RFP process?

Mr. Genovese – No, but if the Board wanted to consider a new attorney, new auditor or new insurance brokers, I will prepare the RFP.

K. ADJOURNMENT – 9:42 P.M.

There being no further discussion, motion was made by Mr. Covin, seconded by Mr. Parnell and carried by roll call vote that the Board adjourn the meeting at 9:42 P.M.
Ayes (8), Nays (0), Absent (1) Mr. Grant

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