

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

**MINUTES**

**MARCH 26, 2019**

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

Mr. Covin called the meeting to order at 7:00 P.M.

**ROLL CALL**

Mr. Covin - President	Dr. Critelli	Ms. McCaskill
Mrs. Youngblood Brown - Vice President	Mr. Zambrano	Mrs. Peters
Mr. Grant - absent	Rev. Bennett	Mrs. Perez

**Administrator's Present**

Dr. Salvatore	Dr. Dudick	Mr. Genovese
Dr. A. Freeman	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 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**

Mr. Covin, Board President, saluted the flag and led the Pledge of Allegiance.

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

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

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

Time may be allocated for public comment at this meeting. Each speaker may be allotted up to three (3) minutes and one (1) opportunity to address the Board 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. With the exception of those individuals whose names are on the agenda this evening, 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**

Vincent Lepore  
33 Ocean Terrace  
Long Branch, NJ

Mr. Lepore asked the Board members if any progress was made with respect to their meeting with the Mayor and City Council representatives regarding tax abatements.

Dr. Salvatore – We had a very productive meeting with the City representatives. Going forward with any new abatements we are looking at the opportunity to receive some portion of the income received for any students that would come out of project.

Mr. Lepore suggested the Board hire an attorney to review the documents in question. He further requested that a member of the Board attend the City Council meeting the next evening to voice their objections.

Kathy Winecoff  
Field Service Representative  
New Jersey School Board Association

Ms. Winecoff discussed numerous topics with the Board relating to their function as policy makers, ethics, as well as election campaign financing. She further reviewed the new evaluation tool for the Superintendent stating that she is available to lend her assistance whenever the Board is ready to begin that process. The evaluation must be completed prior to July 1, 2019.

Mrs. Perez asked if there is a minimum requirement of members needed to evaluate the Superintendent.

Ms. Winecoff – You should have a quorum of individuals. For this Board that would mean 5 members. If the Board has too many conflicts, you would have to invoke the Doctrine of Necessity.

Jamie Dweck  
219 Albert Place  
Long Branch, NJ

Mr. Dweck requested the opportunity to rent one of the facilities next year (summer of 2020) for an opportunity to run a summer camp.

Dr. Salvatore – You must fill out a building permit with the Facilities Department with all of the pertinent information. The administration will evaluate the needs to see if your request can be accommodated.

Motion was made by Mrs. Peters, seconded by Ms. McCaskill 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 – 8:07 P.M.**

That the Board approve the following resolution.

**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 **personnel matters involving Dina Mattia**, with the resulting action being made public when a proper conclusion has been reached; and the need for confidentiality no longer exists;

**NOW, THEREFORE, BE IT RESOLVED**, the Long Branch Board of Education will hold a closed executive session immediately in the Conference Room, 350 Indiana Avenue, Long Branch, New Jersey. It is anticipated that the closed session will not last longer than 20 minutes. Action will 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: 8  
Nays: 0  
Absent: 1 (Mr. Grant)  
Date: March 26, 2019

The Board returned to open session at 8:21 P.M.

**ROLL CALL**

Mr. Covin - President  
Mrs. Youngblood Brown - Vice President  
Mr. Grant - absent

Dr. Critelli  
Mr. Zambrano  
Rev. Bennett

Ms. McCaskill  
Mrs. Peters  
Mrs. Perez

Minutes – Agenda Meeting  
March 26, 2019

Mr. Covin brought the Board up to date regarding the recent meeting with the representatives from the City which took place in Dr. Salvatore's office. The subject centered on abatements but primarily focused on the Board's budget. Regarding the abatement discussion, Dr. Salvatore stated that perhaps we can work out a formula for when we get children from certain abated properties we could receive some financial support for each child.

Mrs. Perez stated that part of the issue within the City is that several homes are over capacity, more families are living there than should be, and code enforcement may have to do more than they are currently doing but as discussed at the meeting, there is also the human factor that comes into play.

Dr. Salvatore – Additionally, if those families are pushed out of their homes and deemed homeless, the Board would be responsible for educating those students for a full year to include transportation.

Mr. Covin – The City is looking to have a zero tax increase and had suggested that the Board do the same.

Mrs. Youngblood Brown – I don't want the Board to be perceived as dismissing the request of the City representatives if there should be a tax increase. I suggest that during the budget presentation we show the public the needs that the Board of Education has to justify any increase.

Rev. Bennett was concerned about the overcrowding in our schools and stated the City needs to take note of the population and the strain it will place on our resources.

Dr. Salvatore – Based on the State funding formula, the district is under-funded by approximately \$20 million, of that over \$7 million is what would be required from local share and property taxes. Although we are not looking to generate that much taxes in a single year, the Board does have many needs. In addition to our special education and bilingual population, we are also in the process of opening the Historic High School which alone will require 8 to 10 new full time employees. We are looking at ways to minimize expenses as discussed with the Finance Committee, we have come from our original analysis of creating a 3.7 cent tax increase down to a 2.4 cent tax increase which is roughly \$9 a month per household for an average family home. There is still more work to do on the budget however being at a zero increase would not be practical unless we chose to ignore the bilingual mandate and not open the Historic High School.

Mr. Zambrano expressed concern of over 30 years of no school taxes being generated on the abated projects.

Dr. Salvatore – The City may be bound by previous agreements and it could cost millions of dollars in legal fees should they decide to terminate those agreements.

Mrs. Youngblood Brown - I am not interested in fighting for the sake of a fight but if there are any legal grounds for the Board regarding these current issues then it should be researched.

Dr. Salvatore – I will reach out to the Board attorney and set up a date and time for him to address these issues with the Board. Additionally, I will check to see if Mr. Taylor has any conflict of interest with respect to the City and the abated projects.

Dr. Salvatore discussed the School Performance Report recently released by the Department of Education.

Mr. Covin – In the newspaper it did not appear that they reported on all of our students. For example, the Anastasia School only showed approximately 120 students.

Dr. Salvatore – The purpose of the report is to show growth and the only way to measure growth is when the tests are aligned. There is no test that measures grades kindergarten to 3<sup>rd</sup> so the report is basically reflective of grades 4 and 5.

At the conclusion of Dr. Salvatore's discussion of the report, he stated that Brookdale Community College is interested in helping us by discounting the cost of college credits for students in the High School in order to have them graduate with a fair amount of credits already towards their college degree.

**D. APPROVAL OF MINUTES**

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

- Agenda Meeting minutes of February 26, 2019
- Regular Meeting minutes of February 27, 2019
- Executive Session Meeting minutes of February 27, 2019

**E. SECRETARY'S REPORT**

**1. BUDGET TRANSFER REPORTS – FY19 JANUARY TRANSFERS**

I entertain a motion that 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 transfers FY19 January Transfers as listed be approved for the month ending January 31, 2019.

---

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

Ayes:

Nays:

Absent:

Date: March 27, 2019

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

2. **BOARD SECRETARY'S REPORT - JANUARY 31, 2019**

I entertain a motion that the Board approve the Board Secretary's Report for the month ending January 31, 2019 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - JANUARY 31, 2019**

I entertain a motion that the Board approve the Report of the Treasurer for the month ending January 31, 2019 (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, 2019 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 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, 2019 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 27, 2019

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

6. **BILLS AND CLAIMS – FEBRUARY 1 - 28, 2019 AND MARCH 1 - 27, 2019 FOR CHRIST THE KING, BOARD OF RECREATION COMMISSION AND CITY OF LONG BRANCH FINANCE**

I entertain a motion that the Board approve the bills and claims for February 1 - 28, 2019 and March 1 - 27, 2019 for Christ the King, Board of Recreation Commission and City of Long Branch Finance (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

7. **BILLS AND CLAIMS – FEBRUARY 1 - 28, 2019 AND MARCH 1 - 27, 2019 EXCLUDING CHRIST THE KING, BOARD OF RECREATION COMMISSION AND CITY OF LONG BRANCH FINANCE**

I entertain a motion that the Board approve the bills and claims for February 1 - 28, 2019 and March 1 - 27, 2019 excluding Christ the King, Board of Recreation Commission and City of Long Branch Finance (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – FEBRUARY 28, 2019**

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, 2019 (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 28, 2019**

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, 2019 (which will be labeled **APPENDIX E-6** and made part of the permanent minutes upon Board approval).

F. **SUPERINTENDENT'S REPORT**

1. **RECOGNITION OF ACHIEVEMENT**

A) **"BE CREATIVE BE YOU" CONTEST WINNERS - Presented by Lonell Klina**

Students were invited to participate in the "Be Creative Be You" contest which was sponsored by Lowell Serhus. Submissions were viewed from fine and digital arts, music technology and film. The purpose of the contest was to spark creativity and inspire students to express themselves in their art. The winners are listed below:

Keery Ulloa Hernandez	Grades K - 8 - First Place	\$200.00
Genesis Gomez	Grades K - 8 - Second Place	\$100.00
Estefania Hernandez	Grades 9 - 12 - First Place	\$200.00
Destiny Flores	Grades 9 - 12 - Second Place	\$100.00

2. **PRESENTATION OF AWARDS**

A) **DISTRICT VOLUNTEERS**

Felicia Canales	Keith Davis
Jennifer Kurtz	Michelle DeLaia
Claudia Medina	Johnny Lugos
Estela Garcia Ortiz	Anahi Lopez
Jennifer Henriquez	Tammy Simonow
Karla Rubio	Reynelda Garcia Martinez
Amber Cunha	Monica Bran
Erica Pinheiro	Carmen Mendoza
Eulani Olivera	Deena Tully
Magdalena Garcia	Erick Gonzalez
Shaira Feliciano	Jorge Moldonado
Cleuseni McPherson	

3. **PRESENTATION OF AWARDS**

A) **EDUCATOR OF THE MONTH - FEBRUARY**

**JESSICA DOUGHERTY**, English Teacher, Long Branch Middle School, presented by Mr. Covin

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

**ANGEL VIVES**, Custodian, Lenna W. Conrow ECLC, presented by Rev. Bennett

4. **STUDENT COUNCIL LIAISON'S REPORT - Maria Monzon - Student Advisor**

5. **SCHOOL PRESENTATION**

Long Branch has many great families who bring their cultures and traditions into our schools. Morris Avenue School would like to celebrate what makes us special. We are fortunate to have many amazing families who work with us to help support and foster an early love of learning. Tonight's performance is all about celebrating our cultures and how they add to our community. We will hear students from many different countries singing songs about togetherness and sharing what they love about their country.



Dr. Salvatore reviewed the Agenda with the Board.

G. **GENERAL ITEMS**

1. **APPROVAL TO SUBMIT TENTATIVE FY2020 BUDGET TO THE COUNTY OFFICE**

I recommend the Board approve the following Resolution and submission of the tentative FY2020 budget to the County Office on or before March 20, 2019:

**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 20, 2019; and

**WHEREAS**, the Board with County approval will advertise the budget no later than April 24, 2019 in the legal section of the Asbury Park Press; and

**WHEREAS**, the tentative budget will be presented at a public meeting held in the auditorium of the Long Branch Middle School on Wednesday, May 1, 2019; and

**WHEREAS**, the Board includes in the proposed budget the adjustment for health care in the amount of \$774,713. The district intends to utilize this adjustment for instructional programs necessary for the additional students; and

**WHEREAS**, the Board includes in the proposed budget an adjustment for cap banking in the amount of \$3,176,335. The district will utilize this adjustment for the purpose of additional staff and costs associated with the opening of a new school as well as additional district wide special education and bilingual staff; and

**WHEREAS**, the amount of the total operating budget including Pre-school shall be \$109,369,591 of which \$48,155,051 shall be raised by local tax levy; and

**WHEREAS**, the amount of debt service raised through local tax levy shall be \$577,750; and

**WHEREAS**, the total budget to include grants as recorded on line # 90000 of the New Jersey Department of Education budget is \$111,800,297; 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 2019 - 2020 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 2019 - 2020 school year at the sum of \$97,500; and

G. **GENERAL ITEMS (continued)**

1. **APPROVAL TO SUBMIT TENTATIVE FY2020 BUDGET TO THE COUNTY OFFICE (continued)**

**NOW THEREFORE BE IT RESOLVED**, the Long Branch Board of Education hereby submits this Resolution in support of the 2019 - 2020 budget to the County for approval.

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

Ayes:

Nays:

Absent:

Date: March 27, 2019

**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.

Mr. Zambrano asked Dr. Salvatore to discuss with the Board the concerns with our facility for the High School graduation.

Dr. Salvatore – Due to the air conditioning problems in the High School, the option of holding graduation in the gym should there be inclement weather on that day is not a viable alternative. We looked at other venues to hold the ceremony on an emergency basis but the cost could be \$10,000 to \$15,000 which we would have to pay even if we did not need the location. One option was to add air conditioning into the facility for that day which would cost about \$9,500. Another option we are looking into is to create a rain date. As we get closer to the date, sometime in May, we will begin to make the final preparations.

Mrs. Youngblood Brown – I want to highlight all of the accomplishments of the Technology Department over the summer. Is there some way to recognize them at our next Board meeting?

Dr. Salvatore – Yes, we have done it once before for the Buildings and Grounds staff when we had a sprinkler break in one of our schools and there was flooding on all 3 floors.

2. **APPROVAL TO ESTABLISH THE NOAH LIPMAN SCHOLARSHIP FUND**

I recommend the Board approve the establishment of the Noah Lipman Scholarship Fund to be awarded annually in the amount of \$1,000. The scholarship will be awarded to a graduating senior who has taken and passed a minimum of 4 Advanced Placement courses during their high school career, has maintained an overall average of 90 or higher as their G.P.A. and has been admitted to a 4 year college or university. The application will also include an essay explaining their background and why the student believes they deserve the award and a letter of recommendation from a teacher with whom they took an AP course.

G. **GENERAL ITEMS (continued)**

3. **APPROVAL TO ESTABLISH THE EL QUETZAL SCHOLARSHIP FUND**

I recommend the Board approve the establishment of the El Quetzal Scholarship Fund to be awarding annually in the minimum amount of \$1,000. The scholarship will be awarded to a graduating senior of Guatemalan descent with a G.P.A. of 3.0 or higher and will be attending a 2 or 4 year college in the fall. The application will also include a brief essay explaining how they would benefit from the scholarship.

4. **APPROVAL TO PARTICIPATE IN COORDINATED TRANSPORTATION SERVICES WITH SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION**

I recommend the Board approve the participation in coordinated transportation services with the Somerset County Educational Services Commission from September 1, 2019 through August 31, 2020 at a rate of 4% for administrative cost.

5. **APPROVAL TO GO OUT TO BID FOR TRANSPORTATION ROUTES**

I recommend the Board approve going out to bid for regular and special education transportation routes for the following locations; Elementary schools, Pre-K/Kindergarten schools, Middle School and High School.

6. **APPROVAL TO SUBMIT THE 2019 SUSTAINABLE JERSEY FOR SCHOOLS GRANT FOR THE GEORGE L. CATRAMBONE SCHOOL**

I recommend the Board approve/ratify the submission of the 2019 Sustainable Jersey for Schools grant for the George L. Catrambone School. Upon review and approval by the Public Service Enterprise Group Foundation the grant allocation is \$10,000.

I recommend the Board authorize **Bridgette Burt, Coordinator of Grants & Innovative Programs**, or her designee, 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.

7. **APPROVAL TO FILE FY20 PERKINS GRANT APPLICATION**

I recommend the Board approve the filing of the 2019-2020 Perkins Secondary Grant application in both Phases I and II. The Perkins Secondary Grant awarded amount is approximately \$41,823 for the 2019 - 2020 year. Perkins Grant Phase I application is due April 17, 2019. Phase II may be submitted upon approval of Phase I. The due date for Phase II is June 5, 2019.

I recommend the Board authorize **Bridgette Burt, Coordinator of Grants & Innovative Programs**, or her designee, 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.

G. **GENERAL ITEMS (continued)**

8. **APPROVAL TO FILE 21ST CENTURY COMMUNITY LEARNING CENTERS GRANT APPLICATION - YEAR 4**

I recommend the Board approve the filing of the 21st Century Continuation Grant program application for year 4. New Jersey's 21st CCLC program works to develop high quality after-school programs that increase students' career and college readiness and encourage positive environments for students' social, emotional, and personal development. The program also strives to maintain partnerships and collaboration amongst staff and community.

I recommend the Board authorize **Bridgette Burt, Coordinator of Grants & Innovative Programs**, or her designee, 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.

9. **APPROVAL TO ACCEPT TITLE I REALLOCATION GRANT**

I recommend the Board approve the acceptance of the FY2019 Title I Reallocation grant in the amount of \$184,032.

I recommend the Board authorize **Bridgette Burt, Coordinator of Grants & Innovative Programs**, or her designee, 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 SETTLEMENT AGREEMENT AND RELEASE WITH THE SDA**

I recommend the Board approve the settlement agreement and release with the School Development Authority (SDA) with regard to the remedial work required to address the deficiencies with the geothermal and HVAC systems in the amount of \$1,750,000.

11. **GIFTS TO SCHOOLS**

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

Tina Jenkins

30 Team Warm-up Shirts (Value: \$330)  
Boys Basketball

H. **PERSONNEL ACTION**

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

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

1. **RESOLUTION - EMPLOYEE SUSPENSION WITH PAY**

I recommend the Board approve the Resolution to suspend with pay Dina Mattia as listed on **APPENDIX H-3**.

H. **PERSONNEL ACTION (continued)**

2. **RETIREMENT**

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

**BARBARA GIACCHI**, teacher, effective June 30, 2019. Mrs. Giacchi has a total of 24 years of service.

3. **RESIGNATION - CONTRACTUAL**

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

**DR. RENEE WHELAN**, Director of Early Childhood Education, effective June 30, 2019.

4. **STAFF TRANSFERS FOR THE 2018-2019 SCHOOL YEAR**

I recommend the Board approve staff transfers for the 2018-2019 school year as listed:

**WANDA CASTLE**, from Amerigo A. Anastasia School Instructional Assistant to 540 Bridge Program Instructional Assistant.

**MELINDA D'AMELIO**, from Gregory School Instructional Assistant to Amerigo A. Anastasia School Instructional Assistant.

5. **FUNDED STIPEND POSITIONS - 2018 - 2019 SCHOOL YEAR**

I recommend the Board approve/ratify the funded stipend positions as listed:

**Computer Science After School Program Teacher (April - June)**

Nemeil Navarro (HS) \$25.24/hr.

6. **COACHING/ATHLETIC STIPEND POSITIONS - 2018 - 2019**

I recommend the Board approve/ratify the following coaching/stipend appointments:

**HIGH SCHOOL - SPRING**

**CATEGORY 2**

**Baseball Varsity Asst. Coach**

Aaron McCue

**STEP**

6

\$3,000

**VOLUNTEER COACHES - SPRING**

Nicholas Tranchina

Golf

volunteer - no salary/stipend

Patrick Meagher

Baseball

volunteer - no salary/stipend

Mrs. Perez – Why do we have volunteer coaches? Are there no head coaches?

Dr. Salvatore – There is a head coach. These are folks who are going to assist with the programs.

7. **MEDICAL FILE SCREENER FOR CENTRAL REGISTRATION: 2018 - 2019 SCHOOL YEAR**

I recommend the Board approve the following credentialed substitute nurse:

Shakia West

\$31.43/hr.

H. **PERSONNEL ACTION (continued)**

8. **APPOINTMENT OF SUBSTITUTES FOR THE 2018-2019 SCHOOL YEAR**

I recommend the Board approve the following substitutes as listed

A. **SUBSTITUTE CUSTODIANS**

Erik Cano

B. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

Erik Cano

C. **SUBSTITUTE TEACHERS**

Aaron McCue

D. **SUBSTITUTE SPEECH/LANGUAGE SPECIALISTS - \*PENDING FINGERPRINTS**

Mary Argilagos\*, Jennifer Breen\*

9. **FAMILY/MEDICAL LEAVE OF ABSENCE**

I recommend the Board approve/ratify the family/medical leave of absences as listed on - **APPENDIX H-4.**

10. **ATTENDANCE AT CONFERENCES / MEETINGS**

I recommend the Board approve the attendance of the staff members indicated on the attached list at the conferences indicated - **APPENDIX H-5.**

11. **POLICIES AND REGULATIONS - SECOND AND FINAL READING - ALERT 217**

The new Policies and revised Policies and Regulations as listed on the attachment are being presented to the full Board for a second and final reading - **APPENDIX H-6.**

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. **RECOMMENDATION FOR ATYPICAL OUT OF DISTRICT STUDENTS FOR PLACEMENT AND TRANSPORTATION FOR THE 2018-2019 SCHOOL YEAR**

I recommend the Board approve the following students for atypical out of district placement and transportation for the 2018-2019 school year:

**DAYTOP NJ ACADEMY**

**MENDHAM, NEW JERSEY**

Tuition: \$22,370.85/Student

Transportation

Effective Dates: 2-26-2019 to 6-30-2019

ID#: 8729343757, classified as Eligible for Special Education and Related Services

**HAWKSWOOD SCHOOL**

**EATONTOWN, NEW JERSEY**

Tuition: \$22,692.00/Full-time Student

Transportation

Effective Dates: 3-11-2019 to 6-15-2019

ID#: 7563734670, classified as Eligible for Special Education and Related Services

5. **RECOMMENDATION FOR TERMINATION OF ATYPICAL OUT OF DISTRICT STUDENT FOR PLACEMENT AND TRANSPORTATION FOR THE 2018-2019 SCHOOL YEAR**

I recommend the Board approve the termination of the following atypical out of district student for placement and transportation for the 2018-2019 school year.

**K.E.Y.S. ACADEMY**

**LINCROFT, NEW JERSEY**

Effective Date: 2-25-2019

ID#: 8729343757, classified as Eligible for Special Education and Related Services

6. **CORRECTIONS/REVISIONS TO MINUTES**

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

February 27, 2019

**APPROVAL FOR EARLY DISMISSAL**

That the Board approve early dismissal for the Middle School students on April 8, 9, 10 and 11, 2019 and the High School students on May 13, 14 and 15, 2019 for the purpose of administering the New Jersey Student Learning Assessment (NJSLA). This should have read April 8, 9, 10, 11 and 12, 2019 for the Middle School students.

January 30, 2019

**CONFERENCES**

Gary Vecchione, Asst. Facilities Manager, to attend New Jersey School Buildings & Grounds Association Conference/Expo (NJSBGA), sponsored by New Jersey School Building & Grounds Association, to be held on March 10, 11, 12, 13, 2019 at Harrah's Waterfront Conference Center, Atlantic City, NJ in the amount of \$230.00. This should have read not to exceed \$260.00.

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

January 30, 2019 (continued)

**FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS**

Amanda MacDonald, Gregory School teacher, from March 11, 2019 to April 8, 2019.  
This should have read from March 4, 2019 to March 27, 2019.

**FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAY**

Amanda MacDonald, Gregory School teacher, from April 9, 2019 to April 10, 2019. This  
should have read from March 28, 2019 to March 29, 2019.

**FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID**

Amanda MacDonald, Gregory School teacher, from April 11, 2019 to June 30, 2019.  
This should have read from April 1, 2019 to June 18, 2019.

December 11, 2018

**FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS**

Amanda Liska, George L. Catrambone School teacher from February 4, 2019 to March  
20, 2019. This should have read from January 28, 2019 to March 13, 2019

**FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAY**

Amanda Liska, George L. Catrambone School teacher, for March 14, 2019.

**FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID**

Amanda Liska, George L. Catrambone School teacher, from March 21, 2019 to June  
30, 2019. This should have read from March 15, 2019 to June 18, 2019.

**DISCUSSION**

March 15, 2019 payroll

Mrs. Perez had requested an explanation regarding the March 15, 2019 direct deposit issue with payroll.

Dr. Salvatore – The direct deposit has to be released within 48 hours prior to the payroll date. On the evening of March 14<sup>th</sup> when Mrs. Valenti realized the release had not taken place, she contacted Mr. Genovese and after their discussions they were concerned that if they pushed the direct deposit out that evening, it would have caused additional problems. The following morning, the Business Office contacted the bank and managed to get 1,300 checks out to all of the employees to include wiring funds to some employees to minimize any disruption. Mr. Genovese also sent out a letter to all staff members explaining the issue so that they could share the information with their banking institution as well.

Mr. Zambrano asked Dr. Salvatore to explain the issue with the corridor aide.

Dr. Salvatore – A corridor aide had placed his hands on the shoulders and back of a student while talking to her. She felt uncomfortable by the action. Institutional Abuse was notified at which point they decided not to investigate so the administration spoke to the corridor aide to



explain the discomfort of the student. Although he is familiar with the girls family, he was instructed to say away from the student.

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

No one addressed the Board.

K. **ADJOURNMENT – 9:58 P.M.**

There being no further discussion, motion was made by Mrs. Youngblood Brown, seconded by Mrs. Peters and carried by roll call vote that the Board adjourn the meeting at 9:58 P.M.

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

---

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