

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

MINUTES

MAY 3, 2011

The Re-organization Meeting of the Long Branch Board of Education was held in the Middle School Auditorium at 350 Indiana Avenue, Long Branch, New Jersey

A. CALL TO ORDER

Mr. Peter E. Genovese III, School Business Administrator / Board Secretary called the meeting to order at 7:00 P.M.

B. STATEMENT OF THE MANNER OF NOTIFICATION OF THE MEETING

Mr. Genovese stated that 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. 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.

C. OBJECTIONS, IF ANY, TO THE VALIDITY OF THE MEETING

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

D. OPPORTUNITY TO ADDRESS THE BOARD RELATING TO AGENDA ITEMS

No one addressed the Board.

E. REPORT OF THE ELECTION RESULTS – ATTACHMENT A

Results of the April 27, 2011 Board of Education Elections and Budget Vote.

BOARD OF EDUCATION	NUMBER OF VOTES
James N. Parnell	910
Allan Menkin	739
Armand R. Zambrano Jr.	667
Norman Palmer	498
Violeta Peters	654
Write - Ins	15

PUBLIC QUESTION – RESOLVED, That there should be raised for the General Fund **\$31,570,923.00** for the ensuing school year (2011/2012).

Yes 768
No 520

F. **ADMINISTRATION OF THE OATH OF OFFICE TO NEW BOARD MEMBERS**

Three Year Appointment

James N. Parnell
Allan Menkin
Armand R. Zambrano Jr.

G. **ROLL CALL**

Mrs. George	Mrs. Critelli	Mr. Zambrano
Mrs. Perez	Mr. Dangler	Mr. Parnell
Mr. Grant	Mrs. Beams	Mr. Menkin

Motion was made by Mr. Dangler, seconded by Mrs. Beams and carried by roll call vote that the Board approve the following item (H).
Ayes (9), Nays (0), Absent (0)

H. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 7:04 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 the qualifications of the possible nominees for President and Vice President**, 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 TV Editing Studio, 350 Indiana Avenue, Long Branch, New Jersey.



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

Ayes: 9
Nays: 0
Absent: 0
Date: May 3, 2011

I. **MEETING RECONVENED – 7:11 P.M.**

J. **ROLL CALL**

Mrs. George	Mrs. Critelli	Mr. Zambrano
Mrs. Perez	Mr. Dangler	Mr. Parnell
Mr. Grant	Mrs. Beams	Mr. Menkin

K. **NOMINATION FOR THE OFFICE OF PRESIDENT** – Mr. Peter E. Genovese III

Nomination for Bill Dangler for President of the Long Branch Board of Education was made by Mrs. Beams and seconded by Mr. Grant.

Nomination for Michele Critelli for President of the Long Branch Board of Education was made by Mr. Zambrano and seconded by Mrs. Perez.

MOTION TO CLOSE THE SLATE

There being no other nominations for President, motion was made by Mrs. Perez, seconded by Mrs. Beams and carried by roll call vote to close the slate.

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

ROLL CALL VOTE TO ELECT PRESIDENT

Roll call vote to elect the President:

Bill Dangler – Mrs. George, Mr. Grant, Mr. Dangler, Mrs. Beams, Mr. Parnell and Mr. Menkin
Michele Critelli – Mrs. Perez, Mrs. Critelli and Mr. Zambrano

Bill Dangler was elected to the office of **President** by a roll call vote of 6-3.

MEETING TURNED OVER TO THE PRESIDENT – Bill Dangler

L. **NOMINATION FOR THE OFFICE OF VICE PRESIDENT** - Mr. Dangler

Nomination for **Tara Beams** for Vice President of the Long Branch Board of Education was made by Mr. Grant and seconded by Mr. Parnell.

MOTION TO CLOSE THE SLATE

There being no other nominations for Vice President, motion was made by Mr. Parnell, seconded by Mr. Dangler and carried by roll call vote to close the slate.

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

ROLL CALL VOTE TO ELECT VICE PRESIDENT

Roll call vote to elect **Tara Beams** as Vice President.

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

Tara Beams was elected to the office of **Vice President** by a roll call vote of 7-2.

M. **PRESIDENT'S REPORT**

1. **CODE OF ETHICS (ATTACHMENT B)**

As per Board of Education policy, all members of the Board of Education have received a copy of the Code of Ethics which is to be reviewed and signed by each member and sent back to the School Business Administrator/Board Secretary as soon as possible.

Motion was made by Mr. Grant, seconded by Mrs. George and carried by roll call vote that the Board approve the following item (M 2).
Ayes (9), Nays (0), Absent (0)

M. **PRESIDENT'S REPORT (continued)**

2. **APPOINTMENT OF TREASURER OF SCHOOL MONIES**

That the Board approve the appointment of Treasurer of School Monies, Ronald J. Mehlhorn, Sr. at the rate of \$6,200 for the term of July 1, 2011 through June 30, 2012.

Motion was made by Mrs. George, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (M 3).
Ayes (9), Nays (0), Absent (0)

3. **APPOINTMENT OF GENERAL COUNSEL FOR THE BOARD**

That the Board approve the following resolution.

RESOLUTION

WHEREAS, the Public School Contracts Law (N.J.S.A. 18A:18A-5 *et seq.*) states that the awarding of a contract for "Professional Services" without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting; and

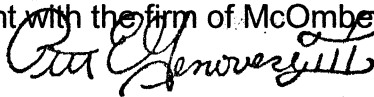
WHEREAS, the Board of Education of the City of Long Branch in the County of Monmouth, hereby appoints McOmber & McOmber as General Counsel for the Board for the term of July 1, 2011, through June 30, 2012 at a retainer fee of \$29,000.00. The law firm will receive \$150.00 per hour for all non-retainer services; and the sum of \$250.00 for all meetings of the Board of Education attended by representatives of McOmber & McOmber, P.C. in excess of two meetings per month. In the event McOmber & McOmber defends the Board of Education in a matter for which McOmber & McOmber is reimbursed by a Board of Education insurance company, the hourly rate will be \$200.00. Additionally, under P.L.2005,c.271,s.2, any contract awarded in excess of \$17,500 outside the bid process must be accompanied by c.271 Political Contribution Disclosure Form prior to the award of contract.

NOW, THEREFORE, BE IT RESOLVED, the foregoing appointment is made without competitive bidding as a "Professional Service" under the provisions of the Public School Contracts Law (N.J.S.A. 18A:18A-5 *et seq.*) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction or apprenticeship training. Additionally, the Political Contribution Disclosure Form has been received.

M. **PRESIDENT'S REPORT (continued)**

3. **APPOINTMENT OF GENERAL COUNSEL FOR THE BOARD (continued)**

BE IT FURTHER RESOLVED, that the Board of Education authorizes and directs the President and Secretary of the Board of Education, respectively, to enter into a Retainer Agreement with the firm of McOmber & McOmber, P.C.



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

Ayes: 9
Nays: 0
Absent: 0
Date: May 3, 2011

Motion was made by Mrs. Beams, seconded by Mrs. Critelli and carried by roll call vote that the Board approve the following item (M 4).

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

DISCUSSION

Mrs. George – What does DAK stand for?

Mr. Genovese – David A. Kaplan.

Mr. Grant – Is he local?

Mr. Genovese – Yes.

Mr. Zambrano – Does he work with any other Board of Educations?

Mr. Genovese - Yes

The following proposals were received in response to our Auditor RFP bid opening held on April 12, 2011.

Cowan, Guteski & Co.	\$42,500.
DAK CPA	\$30,500.
Panis & Attner PA	\$45,750.

4. **APPOINTMENT OF BOARD AUDITOR**

That the Board approve the following resolution.

RESOLUTION

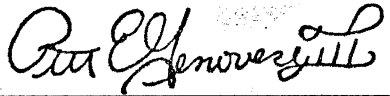
WHEREAS, the Public School Contracts Law (N.J.S.A. 18A:18A-5 et. seq.) states that the awarding of a contract for "Professional Services" without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting, and

M. **PRESIDENT'S REPORT (continued)**

4. **APPOINTMENT OF BOARD AUDITOR (continued)**

WHEREAS, the Board of Education of the City of Long Branch in the County of Monmouth hereby appoints, DAK CPA as Auditor of the Board for a period of May 1, 2011 through April 30, 2012, at a fee to be billed at standard hourly rates plus out-of-pocket costs at a total fee not to exceed \$30,500., and

NOW, THEREFORE, BE IT RESOLVED, the foregoing appointment is made without competitive bidding as a "Professional Service" under the provisions of the Public School Contracts Law (N.J.S.A. 18A:18A-5 et seq.) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction or apprenticeship training. Additionally under P.L.2005, c.271,s.2, any contract awarded in excess of \$17,500 outside the bid process must be accompanied by c.271 Political Contribution Disclosure Form prior to the award of contract .



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

Ayes: 9
Nays: 0
Absent: 0
Date: May 3, 2011

Mr. Dangler turned the meeting over to Mr. Salvatore for the Superintendents report.

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

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

N. **SUPERINTENDENT'S REPORT**

1. **APPOINTMENT OF PROFESSIONAL SERVICES**

That the Board approve the following resolution.

RESOLUTION

WHEREAS, the Public School Contracts Law (N.J.S.A. 18A:18A-5 et. seq.) states that the awarding of a contract for "Professional Services" without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting, and

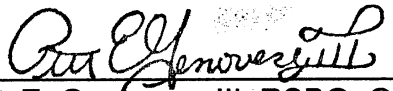
N. **SUPERINTENDENT'S REPORT (continued)**

1. **APPOINTMENT OF PROFESSIONAL SERVICES (continued)**

WHEREAS, the Board of Education of the City of Long Branch in the County of Monmouth hereby appoints, the following professional services for a period of July 1, 2011 through June 30, 2012,

- **Architectural Services**
 - Heckendorn Design, LLC
- **Engineering Services**
 - Charles C. Widdis Co., Inc.
 - Carl Moenke
- **Insurance Brokers**
 - Insurance Office of America
 - Willis of New Jersey, Inc.
 - Brown & Brown Benefit Advisors
 - Capacity Coverage

NOW, THEREFORE, BE IT RESOLVED, the foregoing appointment is made without competitive bidding as a "Professional Service" under the provisions of the Public School Contracts Law (N.J.S.A. 18A:18A-5 et seq.) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction or apprenticeship training. Additionally under P.L.2005, c.271,s.2, any contract awarded in excess of \$17,500 outside the bid process must be accompanied by c.271 Political Contribution Disclosure Form prior to the award of contract.



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

Ayes: 9
Nays: 0
Absent: 0
Date: May 3, 2011

Motion was made by Mrs. Perez, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (N 2-4)

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

DISCUSSION

Mrs. George – What is the minimum chart of accounts?

Mr. Genovese – It is the required format by the State of New Jersey and even though the Board uses an expanded Chart of Accounts for control of expenditures, the Secretary's Report will aggregate expenses by the Minimum Chart of Accounts as prescribed by the State.

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

2. **MINIMUM CHART OF ACCOUNTS – 2011-2012**

That the Board adopt the Minimum Chart of Accounts 2011-2012 as indicated on the Board Secretary's Report.

3. **AUTHORIZATION TO APPROVE BUDGET TRANSFERS**

That the Superintendent of Schools be authorized to approve budget transfers between monthly meetings.

4. **DESIGNATION OF BOARD DEPOSITORIES AND SIGNERS FOR SCHOOL WARRANT ACCOUNTS**

That the Board approve the statement of designation of Board depositories and signers for school warrant accounts.

J.P. Morgan Chase (formerly Bank of New York, N.A.)

TD Bank

Central Jersey Bank, N.A.

New Jersey Cash Management Plan

New Jersey Arm

Two River Community Bank

Investors Savings Bank

Ocean First

Bill Dangler

Board President

Peter E. Genovese III, RSBO, QPA

School Business Administrator / Board Secretary

Ronald J. Mehlhorn, Sr.

Treasurer of School Monies

Motion was made by Mrs. George, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (N 5-9).

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

5. **DESIGNATION OF OFFICIAL NEWSPAPERS**

That the Board approve the **Asbury Park Press** and the **Atlanticville** as the official newspapers of the Board.

6. **DESIGNATION OF THE DAY AND TIME OF THE MONTHLY MEETING – ATTACHMENT C**

That the Board approve the attached meeting schedule for all Regular, Workshop, and Agenda Board meetings for the 2012 school year pursuant to the Open Public Meetings Act Ch.231 PL 1975.

7. **APPOINTMENT OF PURCHASING AGENT**

That the Board approve the appointment of **PETER E. GENOVESE III, RSBO, QPA** as the Purchasing Agent for the 2011-2012 school year.

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

8. **DESIGNATION OF THE OFFICIAL MEETING PLACES**

That the Board approve the following meeting places:

- Regular Board Meetings will be held in the auditorium at the Long Branch Middle School, 350 Indiana Avenue, Long Branch, New Jersey.
- Other Board Meetings will be held in the Board Conference Room, 540 Broadway, Long Branch, New Jersey.

9. **RE-ADOPTION OF BOARD POLICIES, ADMINISTRATIVE REGULATIONS, BYLAWS, AND JOB DESCRIPTIONS**

That all policies, administrative regulations, and bylaws of the Long Branch Board of Education, and all job descriptions as previously adopted, be re-adopted as the policies, administrative regulations, bylaws and job descriptions of this Board of Education for FY12.

Motion was made by Mrs. George, seconded by Mrs. Beams and carried by roll call vote that the Board approve the following items (N 10-15).

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

10. **AUTHORIZATION TO INCREASE THE BID THRESHOLD**

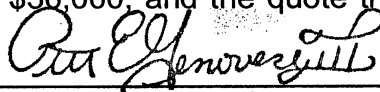
That the following resolution be approved.

RESOLUTION

WHEREAS, in accordance with Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the bid threshold for Qualified Purchasing Agent (QPA) has been increased from \$29,000 to \$36,000, with the quote threshold equaling \$5,400.00 (15%), and

WHEREAS, Peter E. Genovese III has applied for his QPA certification and has met all the necessary requirements to be a QPA,

NOW, THEREFORE BE IT RESOLVED, that the Long Branch Board of Education appoints Peter E. Genovese III the QPA for the Long Branch Public Schools and raises the bid threshold to \$36,000, and the quote threshold to \$5,400.00 for the 2011-2012 school year.



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

Ayes: 9
Nays: 0
Absent: 0
Date: May 3, 2011

11. **RE-APPROVAL OF CURRICULUM – ATTACHMENT D**

That the curriculum guides currently being used in the district and previously approved be re-approved by the Board of Education for FY12.

12. **RE-APPROVAL OF TEXTBOOKS / SOFTWARE**

That the textbooks and software currently being used in the district and previously approved be re-approved by the Board of Education for FY12.

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

13. **RE-APPROVAL OF DISTRICT SERVICES**

That the Board re-approve the following district services:

- a) Guidance Services
- b) Library Services
- c) Child Study Team Services
- d) Health Services
- e) School Based Youth Services Program
- f) Hand-In-Hand Program

14. **RE-ADOPTION OF DISTRICT GOALS AND MISSION STATEMENT – ATTACHMENT E**

That the Board re-adopt the district goals and mission statement.

15. **APPROVAL OF SCHOOL PHYSICIANS**

That the Board approve Dr. Fisher and Dr. DeGroote as the District's School Physicians in accordance with the approved agreement with Monmouth Medical Center.

Motion was made by Mrs. Perez, seconded by Mr. Parnell and carried by roll call vote that the Board approve the following items (N 16-21).

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

16. **APPROVAL OF INVESTMENT OFFICERS**

That the Board approve the following individuals as the District's Investment Officers.

- Michael Salvatore, Superintendent of Schools
- Peter E. Genovese III, RSBO, QPA, School Business Admin. / Board Secretary

17. **AUTHORIZATION TO CLOSE SCHOOLS**

That the Board authorize Michael Salvatore, Superintendent of Schools to have the authority to close schools as needed.

18. **RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2011-2012 SCHOOL YEAR**

That the Board approve the following resolution.

RESOLUTION

WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the Long Branch Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Long Branch Board of Education desires to authorize its purchasing agent for the 2011-2012 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

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

18. **RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2011-2012 SCHOOL YEAR (continued)**

NOW THEREFORE BE IT RESOLVED, that the Long Branch Board of Education does hereby authorize the district's purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed:

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract #</u>
Rock Salt, Sodium Chloride	International Salt Co., LLC	72592
WSCA Computer Contract	Dell Marketing LP	70256
WSCA Computer Contract	Hewlett Packard Company	70262



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

Ayes: 9
Nays: 0
Absent: 0
Date: May 3, 2011

19. **APPROVAL OF MUNICIPAL TAX PAYMENT SCHEDULE – ATTACHMENT F**
That the Board approve the attached Municipal Tax Payment Schedule.

20. **RE-APPROVAL OF TAX SHELTER PARTICIPANTS**
That the Board re-approve the following companies to participate in the Board of Education tax shelter annuity program.

- Ameriprise Financial Services, Inc.
- AXA Equitable
- Lincoln Investment
- Metropolitan Life
- VALIC

21. **RE-APPROVAL OF 457 PLAN PARTICIPANTS**
That the Board re-approve the following companies to participate in the Board of Education 457 tax shelter annuity program.

- Lincoln
- Equitable

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

Motion was made by Mrs. Beams, seconded by Mr. Parnell and carried by roll call vote that the Board approve the following items (N 22-28).

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

22. **APPOINTMENT OF DESEGREGATION OFFICER**
That the Board approve the appointment of **ROBERTA FREEMAN** as the Desegregation Officer for the 2011-2012 school year.
23. **APPOINTMENT OF AFFIRMATIVE ACTION OFFICER**
That the Board approve the appointment of **JANETLYNN DUDICK** as the Affirmative Action Officer for the 2011-2012 school year.
24. **APPOINTMENT OF PUBLIC AGENCY COMPLIANCE (PACO) OFFICER**
That the Board approve the appointment of **PETER E. GENOVESE III** as the Public Agency Compliance Officer for the 2011-2012 school year.
25. **APPOINTMENT OF 504 (AMERICAN WITH DISABILITIES ACT) OFFICER**
That the Board approve the appointment of **JOSETTE NOGUEIRA** as the 504 Officer for the 2011-2012 school year.
26. **APPOINTMENT OF OCCUPATIONAL HAZARD INFORMATION OFFICER**
That the Board approve the appointment of **JANETLYNN DUDICK** as the Occupational Hazard Information Officer for the 2011-2012 school year.
27. **APPOINTMENT OF CUSTODIAN OF PUBLIC RECORDS**
That the Board approve the appointment of **NANCY L. VALENTI** as the Custodian of Public Records for the 2011-2012 school year.
28. **DISTRICT LIAISON FOR THE EDUCATION OF HOMELESS CHILDREN**
That the Board approve the appointment of **JOSETTE NOGUEIRA** as the District Liaison For the Education of Homeless Children for the 2011-2012 school year.

Motion was made by Mrs. George, seconded by Mrs. Beams and carried by roll call vote that the Board approve the following items (N 29-34).

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

29. **ESTABLISHMENT OF PETTY CASH ACCOUNTS 2011-2012 SCHOOL YEAR**
That the Board approve the following Petty Cash Account for the school year 2011-2012.

Business Office	\$ 2,000.00
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30. **RE-ADOPTION OF SOP/IC MANUAL**
That the Board re-adopt the Standard Operational Procedure and Internal Control manual.
31. **RE-APPROVAL OF SEHBP WAIVER OF COVERAGE**
That the Board re-approve the State Health Benefits waiver of coverage policy.

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

32. **RE-APPROVAL OF FLEXIBLE SPENDING PLAN**

That the Board re-approve the flexible spending plan (Section 125 of the IRS code).

33. **APPROVAL OF RE-IMBURSEMENT**

That the Board approve the re-imbursement to the Superintendent of Schools for his mentoring at a cost not to exceed \$2,500.

34. **APPROVAL OF EDUCATIONAL SERVICE CONTRACTS**

That the Board approve the following educational service contracts:

- Performance Fact, Inc. at a cost not to exceed \$22,950.
- Ramapo for Children at a cost not to exceed \$91,000.
- Study Island at a cost not to exceed \$30,993.
- Schoolwires, Inc. at a cost not to exceed \$61,024.

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

Harold Cooper
113 South 7th Avenue

Mr. Cooper asked the President if he could speak to the Board.

Mr. Dangler said yes.

Mr. Cooper congratulated the President and Vice President and voiced his concern of city involvement and politics with respect to the Board of Education. He stated that he hoped that there would be no hidden agendas on the part of Board members and that the children will be the primary focus as it has been in the past. Mr. Cooper congratulated Mr. Salvatore on his new role as Superintendent of Schools and thanked Mr. Ferraina for his many years of dedication to the children of Long Branch. He stated that there were many times that he did not see eye to eye with Mr. Ferraina but he respected him and knew that his decisions were always focused on the welfare of the children.

Mr. Menkin thanked all of those who supported him in the election and thanked the dedicated efforts of the fire fighters and police. He questioned why the flag salute was not done.

Mr. Genovese apologized for the over sight and asked everyone to stand for the Pledge of Allegiance which he led.

P. **ADJOURNMENT – 7:34 P.M.**

There being no further discussion, motion was made by Mrs. Perez, seconded by Mrs. Beams and carried by roll call vote that the Board adjourn the meeting at 7:34 P.M.
Ayes (9), Nays (0), Absent (0).



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

**LONG BRANCH PUBLIC SCHOOLS
SCHOOL ELECTION
WEDNESDAY, APRIL 27, 2011**

CANDIDATES (3 Year Term)	DIST #1	DIST #2	DIST #3	DIST #4	DIST #5	DIST #6	DIST #7	DIST #8	DIST #9	DIST #10	DIST #11	DIST #12	DIST #13	DIST #14	DIST #15	DIST #16	DIST #17	SUB TOTAL	ABSENTEE BALLOTS	PROV- ISIONAL BALLOTS	TOTAL VOTES
James N. Parnell	18	39	72	68	40	67	112	23	38	71	41	33	40	60	52	53	58	885	25		910
Allan Menkin	12	37	66	57	29	54	83	17	30	53	34	24	28	59	40	48	47	718	21		739
Armand R. Zambrano Jr.	19	34	39	40	45	27	86	14	34	40	30	32	42	63	28	32	36	641	24		665
Norman Palmer	15	16	33	29	35	22	49	18	21	37	20	23	27	40	31	36	27	479	17		496
Violeta Peters	14	28	40	41	42	35	73	12	40	55	26	28	37	46	27	41	45	630	23		653
WRITE IN--																					
WRITE IN--																					
GENERAL FUND BUDGET YES	17	22	52	53	51	43	88	15	33	49	31	29	42	67	46	48	54	740	26		766
GENERAL FUND BUDGET NO	17	42	44	54	24	33	43	17	27	39	18	19	14	28	27	32	32	510	10		520
TOTAL VOTES FOR CANDIDATES	78	154	250	235	191	205	403	84	163	256	151	140	174	268	178	210	213	3,353	110	0	3,463
TOTAL VOTES FOR BUDGET	34	64	96	107	75	76	131	32	60	88	49	48	56	95	73	80	86	1,250	36	0	1,286
Number of Registered Voters	416	887	864	626	959	678	816	651	647	708	1,196	740	935	1,028	785	835	679	13,470			13,470
Number of Ballots Cast					81		157	34	70		59	57	71			87		616			616
% of Registered Voters Casting Ballots	0.0%	0.0%	0.0%	0.0%	8.4%	0.0%	18.8%	5.2%	10.8%	0.0%	4.9%	7.7%	7.6%	0.0%	0.0%	10.4%	0.0%	4.6%	0.0%	0.0%	4.8%

BUDGET PASSING: ☐ YES

POLICY

LONG BRANCH BOARD OF EDUCATION

Bylaws
0142/Page 1 of 5

BOARD MEMBER QUALIFICATIONS, PROHIBITED ACTS AND CODE OF ETHICS (M)

0142 BOARD MEMBER QUALIFICATIONS, PROHIBITED ACTS AND CODE OF ETHICS (M)

M

Each member of the Board of Education shall possess the qualifications required by law and shall be bound by the provisions of the School Ethics Act.

Qualification of Office

A Board member must be a citizen of the United States.

A Board member must be a resident of the district the member represents and must have been such for at least one year immediately preceding the member's election or appointment.

A Board member may not be convicted of a felony.

A Board member must be able to read and write.

A Board member must be registered to vote in the district and not disqualified from voting pursuant to N.J.S.A. 19:4-1.

A Board member cannot concurrently hold office as mayor or a member of the governing body of Long Branch.

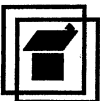
Prohibited Acts

“Business” means any corporation, partnership, firm, enterprise, franchise, association, trust, sole proprietorship, union, political organization, or other legal entity but does not include a school district or other public entity.

“Interest” means the ownership of or control of more than ten percent of the profits, assets, or stocks of a business but does not include the control of assets in a labor union.

“Immediate family” means the person to whom the Board member is legally married and any dependent child of the Board member residing in the same household.

No Board member or member of his/her immediate family shall have an interest in a business organization or engage in any business, transaction, or professional activity that is in substantial conflict with the proper discharge of his/her duties in the public interest.



BOARD MEMBER QUALIFICATIONS, PROHIBITED ACTS AND CODE OF ETHICS (M)

No Board member shall use or attempt to use his/her official position to secure unwarranted privileges, advantages, or employment for him/herself, members of his/her immediate family, or others.

No Board member shall act in his/her official capacity in any matter where he/she, a member of his/her immediate family, or a business organization in which he/she has an interest, has a direct or indirect financial or personal involvement that might reasonably be expected to impair his/her independence of judgment in the exercise of official duties. No Board member shall act in his/her official capacity in any matter where he/she or a member of his/her immediate family has a personal involvement that is or creates some benefit to the Board member or a member of his/her immediate family.

No Board member shall undertake any employment or service, whether compensated or not, which might reasonably be expected to prejudice his/her independence of judgment in the exercise of official duties.

No Board member or member of his/her immediate family or business organization in which he/she has an interest shall solicit or accept any gift, favor, loan, political contribution, service, promise of future employment, or other thing of value based upon an understanding that the gift, favor, loan, contribution, service, promise, or other thing of value was given or offered for the purpose of influencing him/her, directly or indirectly, in the discharge of his/her official duties, except that the member may have solicited or accepted contributions to his/her campaign for election to public office if he/she had no knowledge or reason to believe that the campaign contribution, if accepted, was given with the intent to influence him/her in the discharge of official duties. Board members may not accept offers of meals, entertainment or hospitality which are limited to clients/customers of the individual providing such hospitality. Board members may attend hospitality suites or receptions at conferences only when they are open to all persons attending the conference.

No Board member shall use, or allow to be used, his/her public office or any information not generally available to the members of the public which he/she receives or acquires in the course of and by reason of his/her office, for the purpose of securing financial gain for him/herself, any member of his/her immediate family, or any business organization with which he/she is associated.

No Board member or business organization in which he/she has an interest shall represent any person or party other than the Board of Education or this school district in connection with any cause, proceeding, application, or other matter pending before this school district or in any proceeding involving this school district, except that this provision shall



BOARD MEMBER QUALIFICATIONS, PROHIBITED ACTS AND CODE OF ETHICS (M)

not be deemed to prohibit representation within the context of official labor union or similar representational responsibilities.

It is not a conflict of interest if, merely by reason of his/her participation in any matter voted upon by the Board, a Board member accrues material or monetary gain that is no greater than the gain that could reasonably be expected to accrue to any other member of the member's business, profession, occupation, or group.

No elected Board member shall be prohibited from making an inquiry for information on behalf of a constituent, if no fee, reward, or other thing of value is promised to or given to or accepted by the member or a member of his/her immediate family, whether directly or indirectly, in return for the information so requested.

Nothing shall prohibit a Board member or members of his/her immediate family from representing him/herself or themselves in negotiations or proceedings concerning his/her or their own interests, except that Board members shall disqualify themselves from participating in negotiations and voting on collective bargaining agreements where their spouse or dependent children are members of the bargaining unit.

Each Board member shall annually, in accordance with N.J.S.A. 18A:12-25 and 18A:12-26, file a disclosure statement regarding potential conflicts of interest.

Ineligibility for District Employment

A Board member cannot be appointed to a paid office or position required to be filled by the Board, except where law permits or requires that the office or position be filled by a Board member, and is ineligible for appointment to a paid office or position in the district for at least six months after the member's retirement, resignation, or removal from Board membership.

Code of Ethics

In accordance with N.J.S.A 18A:12-24.1 every Board member will abide by the following Code of Ethics. The Board member will:

1. Uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.



BOARD MEMBER QUALIFICATIONS, PROHIBITED ACTS AND CODE OF ETHICS (M)

2. Make decisions in terms of the educational welfare of children and seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. Confine his/her Board action to policy making, planning and appraisal, and help to frame policies and plans only after the Board has consulted those who will be affected by them.
4. Carry out his/her responsibility not to administer the schools, but together with fellow Board members, insure they are well run.
5. Recognize that authority rests with the Board of Education and make no personal promises nor take any private action that may compromise the Board.
6. Refuse to surrender his/her independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. Hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. In all other matters, he/she will provide accurate information and, in concert with fellow Board members, interpret to the staff the aspirations of the community for its school.
8. Vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. Support and protect school personnel in proper performance of their duties.
10. Refer all complaints to the chief administrative officer and act on the complaints at public meetings only after failure of an administrative solution.

Each Board member is required to sign an acknowledgment that he/she received a copy, read and will become familiar with the Code of Ethics for School Board Members contained within N.J.S.A. 18A:12-21 et seq. The Board Secretary will provide each Board member with a copy of the Code of Ethics and the required acknowledgement on an annual basis and will maintain the original signed acknowledgment(s) in the Board office.



POLICY

LONG BRANCH BOARD OF EDUCATION

Bylaws
0142/Page 5 of 5

BOARD MEMBER QUALIFICATIONS, PROHIBITED ACTS AND CODE OF ETHICS (M)

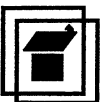
The Board will receive a copy of and discuss the School Ethics Act and the Code of Ethics for School Board Members, pursuant to N.J.S.A. 12-21 et seq., at a regular scheduled public meeting each year. The discussion may include presentations by school administrative staff, the Board attorney, Board members and/or other professionals familiar with the School Ethics Act and the Code of Ethics. In addition, the Board Attorney, Superintendent, and/or School Business Administrator/Board Secretary will keep the Board informed of decisions by the School Ethics Commission, Commissioner of Education, State Board of Education and courts.

Oath of Office

Each Board member shall, before entering upon the duties of the office, swear or affirm under oath that he/she qualifies for membership and will faithfully discharge the duties of the office of Board member.

N.J.S.A. 18A:12-1; 18A:12-1.1; 18A:12-2;
18A:12-2.1; 18A:12-21 through 18A:12-34
N.J.S.A. 41:1-3
School Ethics Commission Policy Guideline 1.

Adopted: 18 August 2010



Code of Ethics

Policy 0142

I, _____ have received, read, and understand the Code of Ethics.

Board of Education Member (print name)

Board of Education Member's signature

Date



OFFICE OF THE SUPERINTENDENT
LONG BRANCH PUBLIC SCHOOLS
540 Broadway, Long Branch, New Jersey 07740

ATTACHMENT C

PETER E. GENOVESE III, RSBO, QPA
School Business Administrator
Board Secretary
(732) 571-2868, EXT. 40100
FAX: (732) 229-0797

JOSEPH M. FERRAINA
Superintendent of Schools

Pursuant to the Open Public Meetings Act (Chapter 232, P.L. 1975), the Long Branch Board of Education establishes the following meeting dates for the period May 2011 to April 2012.

Annual Notice of Public Meetings (Chapter 231, P.L. 1975)

<u>Board Workshop Meetings</u>	<u>Board Agenda Meetings</u>	<u>Board Regular Monthly Meetings</u>
May 10, 2011	May 24, 2011	*May 25, 2011
	June 21, 2011	June 22, 2011
	July 19, 2011	July 20, 2011
	August 16, 2011	August 17, 2011
September 6, 2011	September 20, 2011	September 21, 2011
	October 18, 2011	October 19, 2011
	November 22, 2011	November 23, 2011
	December 20, 2011	December 21, 2011
	January 24, 2012	January 25, 2012
	February 28, 2012	February 29, 2012
**March 13, 2012	March 27, 2012	March 28, 2012
		*May 1, 2012 Annual Reorganization
<u>7:00 p.m. 540 Broadway</u> ** 6:00 p.m.	<u>7:00.m. 540 Broadway</u>	<u>7:00 p.m. LB Middle School Auditorium</u> *6:00 p.m.

Board Retreat

June 21, 2011
4:00 p.m. – High School Library

c: Ms. Kathy Schmelz, City Clerk
Asbury Park Press (FOR PUBLICATION ON XXX)
Atlanticville (FOR INFORMATION ONLY)
Long Branch Bulletin Boards (2)
Sodexho

I recommend the Board approve the following written curricula that clearly and specifically align with the most recent State Board adopted version of the NJCCCS.

Language Arts Literacy

- Prek 3 and 4 Curriculum
- K-8 Language Arts Literacy
- AP English 12
- Creative Writing I
- Creative Writing II
- English 9
- English 9 Honors
- English 10
- English 10 Honors
- English 11
- English 11 Honors
- English 12
- Journalism
- Race, Gender, Ethnicity

Mathematics

- K-8 Mathematics
- Algebra I
- Algebra II
- Algebra II Honors
- AP Calculus
- Contemporary Math
- Geometry
- Geometry Honors
- Pre-calculus
- Pre-calculus Honors

Science

- K-8 Science
- AP Biology
- AP Chemistry
- AP Physics
- Biology
- Biology Honors
- Chemistry
- Chemistry Honors
- Environmental Science
- Forensic Chemistry
- Geophysical Science
- Physics
- Physics Honors

History

- K-8 Social Studies
- AP American Government/Politics
- AP US History II
- AP World History
- Criminal Justice
- Law
- US History I
- US History I Honors
- US History II
- US History III
- World Geography
- World History
- World History Honors

World Language

- World Languages K-8
- French I
- French II
- French III
- French IV Honors
- French V Honors
- Italian I
- Italian II
- Italian III
- Italian IV Honors
- Italian V Honors
- Spanish I
- Spanish II
- Spanish III
- Spanish IV Honors
- Spanish V Honors

Physical Education

- K-8 Health & Physical Ed.
- 9-12 Health & Physical Ed.
- K-12 Adoptive PE

Elementary Specials & Additional Programs

- K-5 Art
- K-5 Music (vocal & instrumental)
- K-5 Library Studies
- K-5 Gifted & Talented

Electives 6-8

- Baking
- Broadcast Journalism
- Ceramics
- Chorus
- Computer Application & Education
- Concert Band Broadcast Journalism
- Creative Dramatics
- Decorative Arts and Textile Design
- Development Instrumental Music
- Exploring Art
- Industrial Technology
- Introduction to Foods
- Introduction to Sewing
- Introduction to Speech & Theatre
- Keyboarding
- Making Music
- Musical Theatre
- Photography
- Piano
- Scene Design & Lighting Design for TV & Stage
- Sculpture
- Talented Art
- Talented Dance
- Talented Drama
- Talented Instrumental Music
- Talented Vocal Music
- Wind Ensemble
- World of Color

Electives (9-12)

- Accounting I
- Advanced Accounting
- Art I
- Art II
- Art III
- Art IV
- Business Law
- Cisco Networking I
- Cisco Networking II
- College Prep Word Processing
- Concert Chorus
- Cooperative Marketing Education
- Creative Sewing
- Dance I/II
- Dance III
- Dance IV
- Exploring Childhood
- Foods I
- Freshman Orientation
- Graphic Design
- Instrumental Aids I/II
- Marching Band
- Music Theory
- Performance Dance
- Piano I/II
- Piano III
- Piano IV
- Psychology
- Public Speaking
- Sociology
- Speech and Theater
- Speech on the Job
- Technology Applications
- TV & Film Production
- Yearbook Journalism

**LONG BRANCH PUBLIC SCHOOLS
LONG BRANCH, NEW JERSEY**

MISSION STATEMENT

We, the Long Branch School community, declare our commitment to the belief that all students possess unique talents and can master academic skills regardless of family background, socio-economic status, special needs, creed, race, or gender. The Long Branch Public Schools provide a safe, disciplined, clean and caring learning environment in order to educate all students to high levels of academic performance and nurture each student's innate abilities, and foster positive growth in artistic, athletic, and social/emotional skills and attitudes. We believe it is the responsibility of the united school family to work in partnership with parents and the community to graduate young adults who have analytical skills, intellectual resilience, respect for self and others and the desire to be both contributing citizens and life-long learners.

EDUCATIONAL GOALS

1. Quality early learning programs for three and four year olds will prepare children for a smooth transition to school.
2. The high school graduation rate shall be at least 95 percent.
3. All students will participate in experiences to develop their higher level thinking skills, respect for racial, cultural, ethnic, gender, and religious diversity, the responsibilities of citizenship and employability skills.
4. Collaboration with other educational agencies, business and industry, and access to continuing education will provide professional development opportunities and networks for teachers to facilitate the transition to work responsibilities or higher education for our graduates as they begin to compete in a highly technical global economy.
5. All students will demonstrate competency in challenging subject matter including reading, writing, mathematics, computer technology, science, social studies, health, physical education, fine, practical, and performing arts, world languages and career education.
6. Adult education programs will encourage every community member to gain the skills necessary to compete in a global economy and exercise the rights and responsibilities of citizenship.
7. All schools will be safe, disciplined environments conducive to learning.
8. Parental involvement opportunities will promote partnerships to support the social, emotional and academic growth of children.

FY 2012 TAX PAYMENT SCHEDULETAXES TO BE RECEIVED: \$31,570,923.00

CURRENT EXPENSES: 31,570,923.00

DEBT SERVICE: 0.00**2011-12 District Tax**

DUE DATE	TYPE OF TAXES	STATUTORY REQUIREMENTS	RECEIVED TO DATE	DATE RECEIVED	BALANCE DUE
2011					
JUL 15	CURRENT	6,314,185.00			25,256,738.00
AUG 15	CURRENT	1,894,255.00			23,362,483.00
SEP 15	CURRENT	1,894,255.00			21,468,228.00
OCT 14	CURRENT	1,894,255.00			19,573,973.00
NOV 15	CURRENT	1,894,256.00			17,679,717.00
DEC 15	CURRENT	1,894,256.00			15,785,461.00
TOTAL FOR 2011		15,785,462.00	0		
2012					
JAN 17	CURRENT	2,630,910.00			13,154,551.00
FEB 15	CURRENT	2,630,910.00			10,523,641.00
MAR 15	CURRENT	2,630,910.00			7,892,731.00
APR 16	CURRENT	2,630,910.00			5,261,821.00
MAY 15	CURRENT	2,630,910.00			2,630,911.00
JUN 15	CURRENT	2,630,911.00			0.00
TOTAL FOR 2012		15,785,461.00	0		
GRAND TOTAL		\$31,570,923.00	0		\$31,570,923.00