

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

MINUTES

SEPTEMBER 24, 2013

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

The meeting was called to order by Mrs. Beams, Board President, at 7:00 P.M.

A. ROLL CALL

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

Mrs. Perez
Mr. Grant
Mrs. Critelli

Mr. Dangler
Mr. Zambrano
Mr. Menkin

Administrator's Present

Mr. Salvatore
Mr. Freeman

Mr. Genovese
Ms. Dudick

Mrs. Valenti

Also Present

John Tratynek, Esq.

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

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

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

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

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

B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

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

C-1. STATEMENT TO THE PUBLIC

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

C-1. STATEMENT TO THE PUBLIC (continued)

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. The Board will not 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

D. APPROVAL OF MINUTES

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

- Special Community Forum Meeting minutes of August 22, 2013
- Agenda Meeting minutes of August 27, 2013
- Executive Session minutes of August 27, 2013
- Regular Meeting minutes of August 28, 2013

E. SECRETARY'S REPORT

1. BUDGET TRANSFER REPORTS – FY13 JUNE, FY14 JULY AND FY14 AUGUST TRANSFERS

I entertain a motion that the Board approve the following Budget Transfer Resolution (which will be labeled **APPENDIX A** and made part of the permanent minutes upon Board approval).

RESOLUTION

WHEREAS N.J.A.C. 6A:23A-16.10 "Budgetary Controls and Overexpenditure of Funds" states a "district Board of Education or Charter School Board of Trustees shall implement controls over budgeted revenues and appropriations and shall not approve any obligation or payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to N.J.S.A. 18A:22-8.1".

NOW, THEREFORE BE IT RESOLVED that the attached line item transfers FY13 June, FY14 July and FY14 August Transfers as listed be approved for the months ending June 30, 2013, July 31, 2013 and August 31, 2013.

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

Ayes:

Nays:

Absent:

Date: September 25, 2013

E. SECRETARY'S REPORT (continued)

2. BOARD SECRETARY'S REPORTS – JUNE 30, 2013, JULY 31, 2013 AND AUGUST 31, 2013

I entertain a motion that the Board approve the Board Secretary's Reports for the months ending June 30, 2013, July 31, 2013 and August 31, 2013 (which will be labeled **APPENDIX B** and made part of the permanent minutes upon Board approval).

3. REPORTS OF THE TREASURER – JUNE 30, 2013, JULY 31, 2013 AND AUGUST 31, 2013

I entertain a motion that the Board approve the Report of the Treasurer for the months ending June 30, 2013, July 31, 2013 and August 31, 2013 (which will be labeled **APPENDIX C** 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 June 30, 2013, July 31, 2013 and August 31, 2013 Board Secretary's Reports, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

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

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 June 30, 2013, July 31, 2013 and August 31, 2013 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

Ayes:
Nays:
Absent

Date: September 25, 2013

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

6. **BILLS AND CLAIMS – AUGUST 9 - 30, 2013 AND SEPTEMBER 1 – 25, 2013 EXCLUDING CHRIST THE KING PARISH AND JOHN GUIRE CO.**
I entertain a motion that the Board approve the August 9 - 30, 2013 and September 1 – 25, 2013 bills and claims excluding Christ the King Parish and John Guire Co. (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).
7. **BILLS AND CLAIMS – AUGUST 9 - 30, 2013 AND SEPTEMBER 1 – 25, 2013 FOR CHRIST THE KING PARISH AND JOHN GUIRE CO.**
I entertain a motion that the Board approve the August 9 - 30, 2013 and September 1 – 25, 2013 bills and claims for Christ the King Parish and John Guire Co. (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).
8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – AUGUST 31, 2013**
I entertain a motion that the Board approve the monthly operating report for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for August 31, 2013 (which will be labeled **APPENDIX E** and made part of the permanent minutes upon Board approval).
9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF AUGUST 31, 2013**
I entertain a motion that the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of August 31, 2013 (which will be labeled **APPENDIX F** and made part of the permanent minutes upon Board approval).

BOARD OF EDUCATION UPDATE

Mrs. Beams asked Mr. Grant to update the Board regarding security.

Mr. Grant – We have had a lot of progress in the area of security and training. Walter O'Neill has received a lot of training, even on the national level. I feel that we are moving ahead in that area.

Mrs. Beams – Mr. Salvatore will give his quarterly overview of goals and objectives tomorrow night.

Mr. Grant reminded Mrs. Beams that he is looking for the information cards that will be helpful when talking to the public.

Mrs. Beams – Please send in questions that you would like to see addressed on the information cards.

Mrs. Beams mentioned that New Jersey School Boards is hosting a meeting on Monday, September 30, 2013 and requested that anyone interested in attending can register themselves or contact Mr. Genovese's office.

Mr. Salvatore reviewed the Agenda with the Board.

F. SUPERINTENDENTS REPORT

1. SCHOOL PRESENTATION

The High School will present a compilation of video and live performances that showcase the individual talents of students as well as the extensive programs and opportunities available in the High School this year.

2. PRESENTATION OF AWARDS

A) DISTRICT VOLUNTEERS

Nereida Demytrk	David Brown
Theodore Scheffler	Alda Viegas
Shelley Hurt	Melinda Bueno
Thomas Conlon	Odete Vieira
Kim Festejo	

B) AWARDING OF TENURE CERTIFICATES

The Board and I would like to extend our congratulation to the following staff members who have attained tenure in the Long Branch Public Schools:

AMERIGO A. ANASTASIA SCHOOL

Presented by: Francisco Rodriguez

MELINDA RODRIGUEZ - Teacher

AUDREY W. CLARK SCHOOL

Presented by: Nelyda Perez

KATHRYN DOMOGALA - Teacher

MARIA MANZO - Teacher

LAUREN SHARKEY - Teacher

GREGORY SCHOOL

Presented by: Bridgette Burt

CARLY OPPITO - Teacher

LAUREN CRUPI - Teacher

MORRIS AVENUE SCHOOL

Presented by: Matthew Johnson

MARTHA PRIETO - Teacher

WEST END SCHOOL

Presented by: Christopher Volpe

CYNTHIA RIVERA - Teacher

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

B) **AWARDING OF TENURE CERTIFICATES (continued)**

MIDDLE SCHOOL – LEADERSHIP ACADEMY

Presented by: April Morgan

KATHERINE GOOCH - Teacher
ANDREW CRITELLI - Teacher

MIDDLE SCHOOL – VISUAL & PERFORMING ARTS ACADEMY

Presented by: Michael Vitarello

MEGHAN FREYER - Teacher

**HIGH SCHOOL – SCHOOL OF SCIENCE, TECHNOLOGY,
ENGINEERING & MATHEMATICS**

Presented by: James Brown

AMY PEREIRA - Teacher

**HIGH SCHOOL – SCHOOL OF LEADERSHIP: CIVIC, BUSINESS,
EDUCATION**

Presented by: Frank Riley

WILLIAM WILSON - Teacher

HIGH SCHOOL – SCHOOL OF VISUAL & PERFORMING ARTS

Presented by: Kristen Ferrara

NICOLE GREENE - Teacher

Mr. Parnell questioned the process for determining tenure.

Mr. Salvatore explained that it is based on principal recommendation.

3. **PUBLIC PRESENTATION ON SCHOOL INITIATIVES –**

Presented by Mr. Salvatore

Mr. Salvatore explained that he will give a brief presentation tomorrow night regarding Student Growth Objectives (SGO) and Student Growth Percentile (SGP), common core standards and the teacher evaluation model.

Mr. Salvatore – Last Friday we hosted the County Roundtable meeting at the High School with all of the Monmouth County Superintendent's in attendance as well as the Executive County Superintendent. Many Superintendents' were impressed with the facility and the students.

Mr. Grant commented on the success of the 9/11 memorial service.

G. GENERAL ITEMS

1. APPROVAL OF TRANSPORTATION JOINTURE WITH SHORE REGIONAL HIGH SCHOOL

I recommend the Board approve a transportation jointure with Shore Regional High School for the 2013-2014 School Year to transport fourteen (14) Long Branch students to/from MAST at a cost of \$11,301.36.

Mr. Salvatore – We now pick up students from Monmouth Beach in order to get them back to the High School in time to participate in extra-curricular activities.

2. APPROVAL OF CURRICULUM ADOPTION

I recommend the Board approve the adoption of the following curriculum which is fully aligned with the Common Core State standards (**APPENDIX G**).

Mr. Salvatore – The adoption of curriculum writing is an ongoing process that will take place each year.

3. APPROVAL OF NON-PUBLIC SCHOOL ENTITLEMENT AID

I recommend the Board approve the Non-Public School Entitlement Aid for the 2013 – 2014 school year as indicated below:

<u>School</u>	<u>Textbooks</u>	<u>Nursing</u>	<u>Technology</u>
Ma'or Yeshiva HS for Boys	\$ 2,359.00	\$ 3,397.00	\$ 860.00
Mesivta of Eatontown	\$ 713.00	\$ 2,393.00	\$ 260.00
Seashore School	\$ 7,789.00	\$10,962.00	\$2,840.00
Totals	\$10,861.00	\$16,752.00	\$3,960.00

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

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

Comments from the Communications/Security Committee Chair (APPENDIX O-1)

Comments from the Instruction and Program Committee Chair (APPENDIX O-2)

Mrs. Critelli reviewed with the Board the items that were discussed in the Instruction and Programs Committee meeting as attached in Appendix O-2.

Mrs. Beams raised a secondary issue regarding the conferences held at the Gregory School. She stated that there was a lot of frustration with the way it was handled with respect to security and the amount of time parents had to wait to be let into the facility.

Mr. Salvatore – I am aware of the situation and Mr. Freeman has addressed it. We should have a better resolution in the future.

G. GENERAL ITEMS (continued)

Mr. Menkin raised a question to Mr. Salvatore regarding the various software that the staff is using as it pertains to Microsoft Cloud based computing, recognizing the potential savings for the Board.

Mr. Salvatore – Currently we do have licenses for each user of Microsoft Office. We are looking into ways to reduce those expenses.

4. APPROVAL TO TERMINATE PRESCRIPTION DRUG COVERAGE CARRIER

I recommend the Board approve the following Resolution:

RESOLUTION

The Long Branch Board of Education hereby resolves to terminate its participation in the Local Employee Prescription Drug Plan thereby canceling prescription drug coverage provided by the New Jersey State Health Benefits Program or the School Employees' Health Benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all its active employees.

We shall notify all active employees of the date of their termination of coverage under the program.

We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative prescription drug program.

We understand that this Resolution shall take effect the first of the month following a 60 day period beginning with the receipt of the Resolution by the State Health Benefits Commission or the School Employees' Health Benefits Commission.

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

Ayes:

Nays:

Absent:

Date: September 25, 2013

Mr. Salvatore explained the potential savings by moving from New Jersey State Health Benefits for prescriptions into Benecard.

Mr. Salvatore – The next 2 Resolutions are required to terminate our relationship with State Health Benefits and enroll with Benecard. Based on a letter from our broker, Benecard will provide the same or better benefits which is a requirement by our unions, and it will save the Board of Education more than \$700,000 over the next 2 years.

G. GENERAL ITEMS (continued)

5. APPROVAL TO CHANGE GROUP PRESCRIPTION DRUG INSURANCE CARRIER

I recommend the Board approve the following Resolution:

RESOLUTION

Per the recommendation of its group insurance broker-of-record, Brown & Brown Benefit Advisors, Inc., the Long Branch Board of Education hereby resolves, effective December 1, 2013, to make the following changes to its group prescription drug insurance carrier:

1. Select Benecard as its group prescription drug insurance carrier, at the rates, benefits, terms, and conditions represented in the Brown & Brown report of September 12, 2013.
2. Designate Brown & Brown Benefit Advisors, Inc., as the Board's broker-of-record for our new Benecard prescription drug insurance program. Brown & Brown Benefit Advisors, Inc. is authorized to act on behalf of the Board in all matters related to these programs.

Brown & Brown Benefit Advisors, Inc.'s responsibilities will include, but are not limited to, negotiating annual renewal rates, marketing our group insurance programs, and aiding our staff in the resolution of billing, enrollment, and claim problems.

Brown & Brown Benefit Advisors, Inc. is authorized to receive commission payment from Benecard, percentages for which are included in Benecard's proposed rates.

3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

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

Ayes:

Nays:

Absent:

Date: September 25, 2013

6. APPROVAL TO GO OUT TO BID FOR THE SALE OF WEST END SCHOOL

I recommend the Board approve the Superintendent of Schools and School Business Administrator to go out to bid and receive bids for the sale of West End School.

Mr. Salvatore – I suggest that we go out to bid without a minimum bid. Although there is a concern with the appraised value, we will have the opportunity to reject the bids if it is within our best interest to do so.

Mr. Salvatore asked Mr. Genovese to give a brief overview regarding the market versus cost approach in the appraisal.

G. GENERAL ITEMS (continued)

Mr. Salvatore - Within the bid specifications there will be a provision that states that no charter school or public school could be put in that location.

Mrs. Perez – Can a private school go there?

Mr. Salvatore – I can't rule that out but generally the students attending private schools now would not have an impact on the Board.

Mrs. Perez inquired as to the timing of the bid.

Mr. Salvatore – We would go out shortly and the time to open the bids would be extended in order to allow for a larger pool of people to review the specifications and give us a bid on the building.

7. **APPROVAL OF AGREEMENT WITH ALTERNATIVE ENERGY CONSULTING LLC**
I recommend the Board approve the agreement with Alternative Energy Consulting LLC for the purpose of managing the sale of Solar Renewable Energy Credits (SREC's), for 1½% of the total amount of SREC sales and not to exceed \$5,350.

Comments from the Operation and Management Committee Chair (APPENDIX O-3)

Mr. Zambrano briefed the Board on the committee report labeled Appendix O-3 and reviewed some of the technology and facility objectives.

Mr. Zambrano asked a question regarding the gas pipe at the George L. Catrambone School.

Mr. Salvatore – I have a contact at the Department of Community Affairs (DCA) and was able to quickly resolve the issue pertaining to the signage placement at the GLC site between the New Jersey Natural Gas Company and Homeland Security. We also had the SDA present at the George L. Catrambone School site today which marks the one year anniversary of the groundbreaking. Currently the company is ahead of schedule and it is anticipated that the majority of the building will be completed by June of 2014 with the exception of the Media Center which might not be finished until August of 2014.

8. **AUTHORIZATION TO FILE RESOLUTION FOR RENEWAL OF SUB-STANDARD INSTRUCTIONAL AREAS FOR THE 2013-2014 SCHOOL YEAR**
I recommend the Board approve the following Resolution:

RESOLUTION

WHEREAS the Long Branch Board of Education anticipates a shortage of instructional areas for the 2013-2014 school year, and

WHEREAS said Board of Education has entered the planning stages to provide adequate instructional areas for the pupils of Long Branch, and

G. GENERAL ITEMS (continued)

8. AUTHORIZATION TO FILE RESOLUTION FOR RENEWAL OF SUB-STANDARD INSTRUCTIONAL AREAS FOR THE 2013-2014 SCHOOL YEAR (continued)

WHEREAS said Board of Education has investigated all possibilities for providing approved instructional areas,

NOW, THEREFORE, BE IT RESOLVED that the Long Branch Board of Education hereby petitions the Superintendent of Schools in the County of Monmouth, New Jersey, to approve as substandard instructional areas for the school year, room 20 as small group instructional area in West End Elementary School, 132 West End Avenue; room 27 as small group instructional area in Morris Avenue School, 318 Morris Avenue, and rooms 24A, 26C, 26D, 24D, 26B, 24B, 25D, 27B, 25B, 27D, 26A, 24C, 27A, 27C, 25A and 25C as classrooms in Morris Avenue School, 318 Morris Avenue.

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

Ayes:

Nays:

Absent:

Date: September 25, 2013

9. APPOINTMENT OF SPECIAL COUNSEL FOR THE BOARD

I recommend 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 James H. Forte, Esq. as Counsel for the Board at the rate of \$350.00 per hour, effective September 17, 2013 through June 30, 2014.

G. GENERAL ITEMS (continued)

9. APPOINTMENT OF SPECIAL COUNSEL FOR THE BOARD (continued)

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:

Nays:

Absent:

Date: September 25, 2013

Mr. Salvatore – We are appointing Jim Forte as Special Board Counsel to protect the Board of Education's interest regarding the litigation between Adele Russo and the Board, as well as protecting our litigant rights if any adverse action were to take place in the main law suit.

10. GIFTS TO SCHOOLS

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

Donated by:

Marlene Hotaling

2 pull carts

1 shag bag

1 set of clubs/bag

H. PERSONNEL ACTION

Motion was made by Mrs. George, seconded by Mr. Menkin and carried by roll call vote that the Board approve the following item (11).

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

11. RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:12 P.M.

RESOLUTION

WHEREAS, the Open Public Meetings Act (Chapter 231, P.L. 1975) allows for the exclusion from discussion at the public portion of a meeting of certain matters which might endanger the public interest or risk the deprivation of individual rights, and

H. PERSONNEL ACTION (continued)

11. RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:12 P.M. (continued)

WHEREAS, pursuant to N.J.S.A. 10:4-12(b)(4), the Long Branch Board of Education may exclude the public from that portion of a meeting wherein the Board of Education desires to discuss any matter involving any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiations of the terms and conditions thereof with employees or representatives of employees of the public body; and

WHEREAS, the Long Branch Board of Education wishes to discuss matters falling within the attorney/client privilege concerning **personnel matters (suspension with pay; termination of employment)** 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 20 minutes. Action may be taken in the public portion of the meeting upon adjournment of this Executive Session.

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

Ayes: 9
Nays: 0
Absent: 0
Date: September 24, 2013

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

ROLL CALL

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

Mrs. Perez
Mr. Grant
Mrs. Critelli

Mr. Dangler
Mr. Zambrano
Mr. Menkin

12. RESOLUTION

I recommend the Board approve the Resolution to suspend with pay Maureen Fragale – **APPENDIX H.**

13. RESOLUTION

I recommend the Board approve the Resolution to suspend with pay – termination of contract - Ravyn Davis – **APPENDIX I.**

Mr. Salvatore explained the situation surrounding the suspension and termination of Ravyn Davis.

H. PERSONNEL ACTION (continued)

Mr. Salvatore – This particular action is being held in open session because the individual was not RICED. Mr. Davis wanted to take pictures of a student on the beach. He is an avid photographer and wanted to develop a portfolio. The student felt uncomfortable with the situation and brought it to the attention of the administration at which point the Long Branch Police Department and Institutional Abuse were notified.

Mrs. George – Is this against our policy?

Mr. Salvatore – Yes, he violated the solicitation policy as well as the inappropriate staff conduct policy.

Mr. Parnell – Is it possible that the picture of the student may surface later on?

Mr. Salvatore – Yes, it could still be an issue.

14. 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:

KRISTY CORCORAN

English
Alternative School
BA + 30, Step 1
\$50,510

Education: Kean University

Certification: Teacher of English, Teacher of Students with Disabilities, Elementary School Teacher in Grades K-5

Replaces: B. Howard (Resigned)

Effective Date: September 3, 2013

(Acct#:15-209-100-101-000-01-00)(UPC#:0170-01-SEALT-TEACHR)

GINA BISOGNA

Speech
West End/540 Broad
MA, Step
\$

Education: Kean University, Rutgers University

Certification: Speech Language Specialist

Replaces: C. Burns (Retired)

Effective date: November 1, 2013

(Acct#:11-000-219-104-000-11-00)(UPC#:0877-11-SPECH-TEACHR)

H. **PERSONNEL ACTION (continued)**

14. **CERTIFIED STAFF** (continued)

JACQUELINE RACCUIA

Speech
Middle School
MA, Step
\$

Education: Ithaca College

Certification: Speech Language Specialist

Replaces: D. Heptig-Sikorski (Retired)

Effective date: October 14, 2013

(Acct#:11-000-219-104-000-11-00)(UPC#0841-11-OFPPS-TEACHR)

Mr. Salvatore – We are having difficulty securing a speech language specialist. It is very difficult to be competitive based on our salary guides. We are consulting MOESC as an additional resource.

15. **EMPLOYMENT OF CUSTODIAN 2013-2014 SCHOOL YEAR**

I recommend the Board approve the employment of the following named individual as a custodian, effective September 26, 2013:

MIGUEL FELICIANO, JR. – effective September 26, 2013, at a salary of \$32,766.
(Acct#:11-000-262-100-000-02-00)(UPC#:0359-02-OFB&G-CUST12) Replaces: J. Feldman

16. **EMPLOYMENT OF PART-TIME BUS DRIVER 2013-2014 SCHOOL YEAR**

I recommend the Board approve the employment of the following named individuals as a part time bus driver, effective September 9, 2013 at a rate of \$18.00 per hour)

EDWARD McANDREWS – effective September 9, 2013 (Acct#:11-000-270-160-000-12-00) (UPC#:1025-12-TRANSP-DRVPT)

17. **RETIREMENT**

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

FADILJA JAVOROVAC, Lenna W. Conrow School custodian, effective October 1, 2013. Mrs. Javorovac has a total of thirteen (13) years and eleven (11) months of service.

18. **RESIGNATION – CONTRACTUAL EMPLOYEES**

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

BARBARA McNEAL-HOWARD, Alternative Academy Special Education teacher, effective August 28, 2013.

MARINA COOK, part-time bus driver, effective August 30, 2013.

H. PERSONNEL ACTION (continued)

19. RESIGNATION – STIPEND EMPLOYEES

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

JENNA ZAMBRANO, High School Italian Club Advisor, effective September 1, 2013.

AMANDA CASTANO, Morris Avenue School Breakfast Monitor, effective September 1, 2013.

EMMANUEL ITZOL, ESL Evening Program parent assistant, effective September 26, 2013.

20. ANNUAL STIPEND APPOINTMENTS - 2013-2014 SCHOOL YEAR

I recommend the Board approve/ratify the following stipend positions for the 2013-2014 school year:

DISTRICT

Building Security Persons

Kimberly Jones

Darnell Tyler

\$15.00/hr

Burglar/Fire Alarm Call List Response Persons

Rosaly Borrero

Freddy Moreno

\$53.56/1st hr

\$31.93 ea. add'l hr

Persons to Open Dist. Bldgs in Absence of Custodian

Rosaly Borrero

Freddy Moreno

\$31.93/hr

Joseph Incorvaia

Substitute Bus Aides (needed before/after school)

Jennifer Adams (LWC)

Kristopher Parker (ALT)

Terrence King (AAA)

Myrtice Smith (WE)

Michael Mazza (540B)

Jack Stovall (ALT)

Melanie Messina (AAA)

Elsa Villalobos (AAA)

\$10.00/hr

HIGH SCHOOL

HS/MS ATHLETIC EVENT WORKERS (Timers/Ticket/Sellers/Ticket Takers/Security

Veronica Billy

Michael Jones

Dorothy Bowles

Sean Kelly

Christina Brewer

Lenor Langan

Howard Coleman

Pauline Laws

Jill Creveling

Ricky Logan

Lauren Flannigan

James Morrissey

Barbara Greeley

Teresa Morrissey

Okisha Hunt-Anderson

Jessica Rodriguez

Brenda Itzol

Janise Stout

Terry Johnson

Ariana Torres

Kim Jones

H. **PERSONNEL ACTION (continued)**

20. **ANNUAL STIPEND APPOINTMENTS - 2013-2014 SCHOOL YEAR (continued)**

HIGH SCHOOL (continued)

Italian Club Advisor

Angela Borelli

\$643.00

Academic Lab Instructors: PSAT

Tristin Fleck

Joey Keagle

Sean Kelly

Ashley Kovach

Linda Mango

Raleigh Woodruff

\$24.21/hr

Academic Lab Instructors

Donald Clark

Joey Keagle

Barbara Lagowski

Noah Lipman

Raleigh Woodruff

\$24.21/hr

MIDDLE SCHOOL

Breakfast Monitors

Emmanuel Itzol

Kelly Treshock

Peter Spina

Esther Morales

\$13.08/session

Lunch Monitors

Emmanuel Itzol

Kelly Treshock

Juanita Southerland

\$21.36/session

AMERIGO A. ANASTASIA SCHOOL

Breakfast Monitors

Linda Dobel

Sean Kelly

Lonell Klina

MaryAnn Moriarty

Markus Rodriguez

Bernadette Sherman

Lauren Sweet

Wanda Castle

\$13.08/session

Lunch Monitors

Lonell Klina

MaryAnn Moriarty

Markus Rodriguez

Wanda Castle

Melinda Rodriguez

Bernadette Sherman

Lauren Sweet

\$21.36/session

AUDREY W. CLARK SCHOOL

Breakfast Monitor

Jessica Rodriguez

\$13.08/session

Lunch Monitors

Jolie Evans

Jessica Rodriguez

\$21.36/session

H. **PERSONNEL ACTION (continued)**

20. **ANNUAL STIPEND APPOINTMENTS - 2013-2014 SCHOOL YEAR (continued)**

<u>GREGORY SCHOOL</u>	\$13.08/session
<u>Breakfast Monitors</u>	
Kourtney Dillon	
Melanie Harding	
<u>Lunch Monitor</u>	\$21.36/session
Melissa D'Ambrisi	

Mr. Salvatore briefed the Board regarding an issue with College Board and their refusal to give one of our students their official score.

Mr. Salvatore – This issue is predicated on the fact that this particular child increased their test score by over 300 points when they took the test the second time. Based on their analysis they believe that the student had cheated. We did review all of the tapes and saw no indication and as such, reported that to College Boards. However, they still refused and as a result the student took their second choice for college placement.

21. **COUNSELING SUPPORT CONSULTANT**

I recommend the Board of Education approve the employment of the following Counseling Support Consultant to support student services at the High School, from September 26, 2013 through June 1, 2014, for three days per week at a rate of \$125.00 per diem (no benefits):

Murray Rubin	3 days/week	\$125.00/diem
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22. **STAFF TRANSFERS FOR 2013-2014 SCHOOL YEAR**

I recommend the Boards approve the following staff transfers for the 2013-2014 school year:

ALISA AQUINO, from Lenna W. Conrow School teacher to Joseph M. Ferraina Early Childhood Learning Center teacher.

MICHAEL DENNIS, from Middle School instructional assistant to Amerigo A. Anastasia School instructional assistant.

RITA GRANDINETTI, from Morris Avenue School instructional assistant to West End School instructional assistant.

JENNIFER KNAUP, from 540 Broadway teacher to West End School teacher.

JESSICA WEGELIN, from Joseph M. Ferraina Early Childhood Learning Center teacher to West End School teacher.

H. **PERSONNEL ACTION (continued)**

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

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

24. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

I recommend the Board approve the following substitute instructional assistants for the 2013 – 2014 school year:

Molly Guzman
Juslyve Raoul

Jennifer Sweeney

25. **SUBSTITUTE TEACHERS**

I recommend the Board approve the following substitute teachers for the 2013 – 2014 school year:

Barbara Berkowitz
Kimberly Collier
Francisco Cordero
Natalie Hayes
Gregory Lins

Adele Meny
Edward Nelson
Jerett Sanderson
Robert Woods

26. **SUBSTITUTE BUS AIDE**

I recommend the Board approve the following substitute bus aide for the 2013 – 2014 school year:

Jesus Galarza

27. **SUBSTITUTE SECRETARY**

I recommend the Board approve the following substitute secretary for the 2013 – 2014 school year:

Okisha Anderson

28. **SUBSTITUTE SCHOOL NURSE**

I recommend the Board approve the following substitute school nurse for the 2013 – 2014 school year:

Margaret Desmond

29. **SUBSTITUTE CORRIDOR AIDE/SAFE SCHOOL ENVIRONMENT PERSON**

I recommend the Board approve the following substitute corridor aide/safe school environment person for the 2013 – 2014 school year:

Maria Santamarie

H. PERSONNEL ACTION (continued)

30. CHANGE OF TRAINING LEVEL

I recommend the Board approve a change of training level for the following individual, effective September 1, 2013:

JENNA ZAMBRANO, High School teacher, to move from BA to BA+30 on the teachers' salary guide.

31. ATTENDANCE AT CONFERENCES / MEETINGS

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

32. TEACHER/MENTOR PROGRAM

I recommend the Board approve/ratify the following individual to assume the position of mentor as detailed in the State Department of Education Teacher/Mentor Program:

MENTEE

Kristy Corcoran

MENTOR

Blair Kiss

I. STUDENT ACTION

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

I recommend the Board approve the monthly report as required by statute (which will be labeled **APPENDIX L** and made part of the permanent minutes upon Board approval).

Mr. Salvatore discussed with the Board the recent correspondence he received regarding the Middle School.

Mr. Salvatore – We follow the policy for reporting incidents but as a result, our Middle School now will receive a label which will then require us to create a Corrective Action Plan (CAP). After doing some research, it appears that 70% of the incidents at the Middle School were children who had behavioral disability issues at the elementary level and did not go to the Alternative School but straight to the Middle School.

Mr. Grant – Does the staff receive training?

Mr. Salvatore – Yes they do, every year.

Mr. Menkin asked if that would be our focus.

Mr. Salvatore – We are looking into perhaps an alternative setting for students in that same circumstance going forward.

Motion was made by Mrs. George, seconded by Mr. Menkin and carried by roll call vote that the Board approve the following item (34)
Ayes (9), Nays (0), Absent (0)

34. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 9:08**

RESOLUTION

WHEREAS, the Open Public Meetings Act (Chapter 231, P.L. 1975) allows for the exclusion from discussion at the public portion of a meeting of certain matters which might endanger the public interest or risk the deprivation of individual rights, and

WHEREAS, the Long Branch Board of Education wishes to discuss matters falling within the attorney/client privilege concerning **Russo vs. the Long Branch Board of Education** 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 60 minutes. Action may be taken in the public portion of the meeting upon adjournment of this Executive Session.

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

Ayes: 9
Nays: 0
Absent: 0
Date: September 24, 2013

The Board returned to open session at 10:24 P.M.

ROLL CALL

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

35. **FIELD TRIP APPROVALS**

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

36. **AUTHORIZATION FOR PARTICIPATION – MONMOUTH UNIVERSITY**

I recommend the Board authorize the district's renewal and participation of Monmouth University students to participate in community service activities to gain work experience and learn job skills to enhance their education.

I. **STUDENT ACTION (continued)**

37. **APPROVAL OF TEXTBOOK FOR AP SPANISH**

I recommend the Board adopt the Triangulo Fifth Edition textbook, copyright 2013, for AP Spanish, grade levels 9 – 12.

38. **APPROVAL OF TUITION AGREEMENT WITH SHORE REGIONAL HIGH SCHOOL**

I recommend the Board approve a tuition agreement between the Long Branch Board of Education and Shore Regional High School for the 2013 – 2014 school year in the amount of \$14,024. Shore Regional has requested the initiation of a tuition agreement to support a Portuguese speaking High School student.

39. **PLACEMENT OF STATE RESPONSIBLE STUDENT IN DISTRICT**

I recommend the Board approve the placement of a state responsible student who was placed in our district by the State of New Jersey Department of Children and Families/Office of Education. The Long Branch School District will be reimbursed as follows:

LONG BRANCH HIGH SCHOOL

Tuition: \$14,024.00/Year
Effective Dates: 9/9/13 – 6/20/13

ID #4289732961, classified as Eligible for Special Education and Related Services.

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

I recommend the Board approve/ratify the placement of, and provide transportation for the following students for the 2013 - 2014 school year:

KIVA HIGH SCHOOL
TINTON FALLS, NEW JERSEY

Tuition: \$10,200.00/Student/Year
Transportation
Effective Dates: See Below

ID #2661816001, classified as Eligible for Special Education and Related Services.

NOTE: Student is a new classified entrant who will continue in an out of district placement as recommended by the Child Study Team. Effective Dates: 9/9/13 – 6/17/14

ID #2502642087, classified as Eligible for Special Education and Related Services.

NOTE: A Child Study Team recommendation due to continued behavioral concerns. Effective Dates: 9/16/13 – 6/17/14

I. **STUDENT ACTION (continued)**

40. **PLACEMENT OF ATYPICAL STUDENT OUT OF DISTRICT AND TRANSPORTATION NEEDS (continued)**

**COASTAL LEARNING CENTER/SOUTH
HOWELL, NEW JERSEY**

Tuition: \$47,780.37/Student/Year
Transportation
Effective Dates: 9/23/13 – 6/24/14

ID #3491243622, classified as Eligible for Special Education and Related Services.
NOTE: Student is a new classified entrant who will continue in an out of district

41. **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 N**).

42. **PLACEMENT BY THE NEW JERSEY DIVISION OF CHILD PROTECTION AND PERMANENCY**

I recommend the Board approve the placement of the following students who were placed by the New Jersey Division of Child Protection and Permanency in a Devereux Therapeutic Treatment home in Neptune, New Jersey. DCP&P completed an education stability assessment and determined that the students would remain in the current school location under DCP&P custody. Long Branch is the parent's district of residency.

**NEPTUNE TOWNSHIP SCHOOL DISTRICT
NEPTUNE HIGH SCHOOL
NEPTUNE, NEW JERSEY**

Tuition: \$22,000.26/Year
Effective Dates: 9/5/13 – 6/19/14

ID #3806100791, classified as Eligible for Special Education and Related Services.

**EATONTOWN PUBLIC SCHOOL DISTRICT
EATONTOWN, NEW JERSEY**

Tuition: \$15,489.00/Year
Effective Dates: 9/6/13 – 6/20/14

ID #5495742246, classified as Eligible for Special Education and Related Services.

43. **CORRECTIONS/REVISIONS TO MINUTES**

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

August 28, 2013

Personnel Action: Certificated Staff

ALEXANDRA TROITINO and CARLOS VILLACRES, Effective Date: September 1, 2013, contingent upon criminal history clearance. This should have read: ALEXANDRA TROITINO, Effective Date: September 16, 2013 and CARLOS VILLACRES, Effective Date: September 23, 2013.

Personnel Action: Employment of Instructional Assistant

PATRICIA GRANT, effective pending criminal history clearance. This should have read: effective September 16, 2013.

Staff Transfers for 2013/2014 school year – Rose Novoa from High School custodian to Joseph M. Ferraina Early Childhood Learning Center custodian. This should have read Martha Daza-Martins.

Approval for Therapy Dogs to Visit Classes within the District – All classes in the Gregory School and Amerigo A. Anastasia School should have been included for visits by the therapy dogs on a weekly or twice a month basis

Teacher/Mentor Program

Michelle Esten (mentee) assigned to Laura Lazzati (mentor). This should have read Elizabeth Muscillo (mentor).

Megan Farrell (mentee) assigned to Elizabeth Muscillo (mentor). This should have read Laura Lazzati (mentor).

July 24, 2013

Appointment of Annual Stipends for 2013-2014 School Year

JENNIFER NOONE-Gregory School Breakfast Monitor @\$13.08/session and Gregory School Lunchroom Monitor @ \$21.36/session. This should have read: Middle School Breakfast Monitor and Middle School Lunchroom Monitor.

Appointment of Annual Stipends for 2013-2014 School Year

NEFELI COLEMAN and ROSA MELO, Audrey W. Clark School Lunchroom Monitors @ \$21.36/session. The names of these two staff members were listed in error.

Family/Medical Leave of Absence Using Sick Days

KERIN OLIVERI, Lenna W. Conrow teacher using sick days from December 9, 2013 to March 17, 2014. This should have read December 2, 2013 to March 10, 2014.

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

Mr. Menkin brought up an issue regarding the football game.

Mr. Menkin – At half time Long Branch was ahead 24 to 0, and the coach chose to keep all of the starters in until the conclusion of the game which ended at 24 – 0. A parent who is also an employee logged onto Facebook and made comments about the head coach, Athletic Director and other coaches that were very derogatory. Does this violate policy and if so, would this person be banned from attending any other athletic activities as was done to another employee in the past?

Mr. Salvatore – I addressed the issue with the employee explaining that that is not the proper avenue. It is my understanding that the Facebook post came down shortly after. This is a little different from the last time when an employee was “fan banned”. That particular individual approached the coach on the sidelines, was cursing and then became extremely disruptive and had to be removed. This does violate our code of conduct policy which is why I brought the staff member in and had a discussion with them. Several of our coaches did meet with Ms. Dudick regarding this incident as well.

DISCUSSION

Audrey W. Clark Elementary School

Mr. Salvatore – At the last meeting we discussed moving the name of the Audrey W. Clark School to the Morris Avenue School. You did not feel prepared at the time to make that decision.

Mr. Zambrano stated that we had dedicated the building after her and the name should remain. He also brought up the issue of the Chattle High School.

Mr. Salvatore – We moved the name of the Amerigo A. Anastasia School when the population changed. That is in essence what we are doing with the Audrey W. Clark School.

Mrs. Perez – When will we do this?

Mr. Salvatore – Sometime in July of 2014.

A consensus of the Board was taken to move the name of the Audrey W. Clark School to the Morris Avenue School.

Ayes (8), Nays (1) Mr. Zambrano

Columbus Day Parade

Mr. Salvatore explained the new route that the parade would take this year.

Mr. Salvatore – The parade will no longer begin in West Long Branch. It will begin at the Middle School, go down Bath Avenue to Broadway, right on to Morris Avenue and end near Tuzzio's. Also rather than riding in convertibles, the Board could ride on floats with the students.

Mr. Salvatore asked for the names of the Board members who are interested in participating in the parade.

K. ADJOURNMENT – 10:45 P.M.

There being no further discussion, motion was made by Mr. Dangler, seconded by Mrs. Critelli and carried by roll call vote that the Board adjourn the meeting at 10:45 P.M.
Ayes (9), Nays (0), Absent (0)

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