

EATONTOWN BOARD OF EDUCATION
Eatontown, New Jersey
May 21, 2018
Minutes

Mr. Robert English, Board President, read the following statement: I hereby announce, pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided as follows: A notice was published on January 5, 2018, in the Asbury Park Press and sent to the Atlanticville on January 5, 2018, distributed to the Eatontown Borough Clerk and posted on the front door of the Board of Education Building at 5 Grant Avenue, Eatontown, New Jersey, stating the time, date, and place of this meeting.

Mr. English read the District Mission Statement: It is the mission of the Eatontown Public Schools to set high academic and social expectations for its students. By providing our students with appropriate staffing, resources and funding they will be able to reach these expectations and achieve the New Jersey Student Learning Standards.

Moment of Reflection

Mr. English read the following statement: Let us take a moment for each of us to reflect on our mission and its place in our work here today and its impact to our continuing commitment to the students of the Eatontown Public School District.

Pledge to the Flag All pledge allegiance to the Flag

Roll Call Roll call showed the following Board Members in attendance: Messrs. English, Fitterer, Lawson, Ortiz, Regan (arrived 7:08 p.m.) and Mmes. Flynn and Martinock. Mrs. Miller and Mr. Siino were absent. Also in attendance: Mr. Scott T. McCue, Superintendent, Mrs. Lori Youngclaus, Business Administrator/Board Secretary, and Mr. Dennis Collins, Esq.

Presentation – Certificate of Excellence in Financial Reporting Award

Mr. McCue presented the Certificate of Excellence in Financial Reporting Award to the Board of Education Members. Mr. McCue then thanked Lori Youngclaus, Darlene Miller, Suzanne Courtney and Cindy Carretta in the Business Office for their efforts.

Mr. English also thanked the Business Office staff members.

Student Council Report

Sofia Roman, President

Good evening Board Members and Eatontown citizens. With the end of the year coming fast, Memorial is bustling with activity. The annual PARCC testing took place at the end of April for 6 days, and still is not over for our 8th graders who take their science portion Wednesday and Thursday. After a long year of patiently waiting and completing the mandatory project, our 8th graders finally got to enjoy their annual Washington, D.C. trip. Although very wet, the trip was enjoyable and memorable for all who attended. For the first time, a District Wide Art Show was held here at Memorial and featured art work from all grades, and even allowed students to see their work professionally framed. On May 11th Memorial held their own Pink Day, encouraging students and staff to wear pink to support Breast Cancer Awareness. Memorial's NJHS has several events coming up in the near future, they will be helping out at field days at both Meadowbrook and Vetter, they will also be hosting a Rita's Celebrity Scoop, where our very own NJHS students and some teachers will scoop to raise money for Memorial School. Also coming up are is our 7th Grade Field day, 8th Grade Picnic and Formal, our Spring Concert, and of course, Graduation. With so much to look forward to, the few weeks left for us at Memorial will no doubt fly by.

Superintendent's Report

Mr. Lawson presented the following Resolution, seconded by Mr. Fitterer.

BE IT RESOLVED to accept the Superintendent's Report for May 2018.

Harassment, Intimidation and Bullying Report (Mandated by the State)

Ayes: English, Fitterer, Flynn, Lawson, Martinock and Ortiz

Nayes: None

Abstain: Regan

Absent: Miller and Siino

Approval of Minutes

Mrs. Martinock presented the following Resolution, seconded by Mrs. Flynn.

BE IT RESOLVED that the Minutes of the Regular Board Meeting of May 7, 2018, be approved as attached.

Ayes: English, Fitterer, Flynn, Lawson, Martinock and Ortiz

Nayes: None

Abstain: Regan

Absent: Miller and Siino

Meeting Opened to The Public

Mrs. Flynn motioned to open the meeting to the Public, seconded by Mrs. Martinock.

Upon call of the question, the motion passed unanimously.

There were no comments from the Public.

Meeting Closed to the Public

Mr. Ortiz motioned to close the meeting to the Public, seconded by Mr. Lawson.

Upon call of the question, the motion passed unanimously.

Insurance & Finance

Mr. Lawson presented the following Resolutions, seconded by Mr. Fitterer.

1. BE IT RESOLVED that the Certified List of Bills in the amount of \$1,892,682.18 dated May 21, 2018, be approved as enclosed.
2. Pursuant to N.J.A.C. 6:20-2.12 (d), the Eatontown Board of Education accepts the Board Secretary/School Business Administrator's Certification as of March 31, 2018 that no budgetary appropriations account has obligations and payments which in total exceed the amount appropriated by the Eatontown Board of Education; and

Pursuant to N.J.A.C. 6:20 2:12(e), we the members of the Eatontown Board of Education of the County of Monmouth after having reviewed the Report of the Board Secretary and upon consultation with the appropriate officials, certify that as of March 31, 2018, it is to the best of our knowledge that no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. The Eatontown Board of Education hereby accepts the Board's Secretary Report and the Treasurer of School Monies report for the month ending March 31, 2018.
4. BE IT RESOLVED to approve the payment of \$30,803.07 to Sodexo Inc. & Affiliates for the cost of food service operations for the month of April 2018, as per the district's contract agreement.
5. BE IT RESOLVED that the Board approve the application submitted to New Jersey School Board Insurance Group for general property and workers compensation for the 2018-2019 school year, through Robert Squillare and Associates, our Insurance Agent of Record.

6. BE IT RESOLVED that the Board approve the application submitted to Horizon Blue Cross/Blue Shield for the 2018-2019 Flexible Spending Account (FSA).

WHEREAS, the Internal Revenue Service (IRS) rules governing §125 cafeteria plans prohibit participants in such plans from using their contributions in one plan year to purchase a benefit that will be provided in a subsequent plan year; and

WHEREAS, this rule, commonly called the “use or lose” rule, requires that unused benefits or contributions remaining as of the end of a plan year (that is, amounts credited to a health FSA participant’s account that remain unused) be forfeited; and

WHEREAS, in a 2005 ruling, the Treasury Department and the IRS modified the “use or lose” rule to allow up to two months and 15 days after the end of a plan year (a “grace period”) during which a participant can use unused amounts remaining from that year; and

WHEREAS, Section 125(i) provides that, starting in 2013, a health FSA plan must limit a plan participant’s salary reduction contributions to no more than \$2,550 per taxable year (as indexed for cost-of-living adjustments); and

WHEREAS, in view of this new limitation and due to other reasons, the Treasury Department and IRS have determined that it is appropriate to modify the “use or lose” rule to permit the use of up to \$500 of unused amounts in a health FSA plan in the immediately following plan year; and

WHEREAS, the Employer named below wishes to adopt this “rollover option” in its health FSA plan for the benefit of plan participants;

NOW, THEREFORE, effective July 1, 2018, the Eatontown Board of Education Cafeteria Plan Document and Summary Plan Description are amended as follows:

1. Starting with the plan year commencing July 1, 2018, and until further notice otherwise, plan participants shall be allowed to carry over health FSA amounts unused as of the end of a current plan year to the succeeding plan year, so that these unused amounts can be applied to reimburse qualified medical expenses incurred during that succeeding plan year.
2. An unused amount carried over for a plan participant pursuant to 1, above, shall not exceed \$500.

IT IS HEREBY AGREED, that this Amendment shall form part of the Eatontown Board of Education cafeteria plan document and summary plan description as of the effective date indicated above, and that except as otherwise

provided above, all other provisions of those documents shall remain in full force and effect.

Ayes: English all except #4, Fitterer, Flynn, Lawson, Martinock, Ortiz and Regan

Nays: None

Abstain: English #4 only

Absent: Miller and Siino

Educational Resources

Mrs. Martinock presented the following Resolution, seconded by Mrs. Flynn.

1. BE IT RESOLVED to approve the following workshops for the 2017-2018 school year for the personnel listed below plus mileage if requested:

Kristoffer Brogna, Woodmere School Principal

Workshop: HIB Training Program, Strauss Esmay Associates, Toms River, NJ

May 21, 2018

Fee: \$145.00

Mileage: Not Requested

Jay Medlin, Memorial School Principal

Workshop: HIB Training Program, Strauss Esmay Associates, Toms River, NJ

May 21, 2018

Fee: \$145.00

Mileage: Not Requested

Debra Nappi, Special Services Supervisor

Workshop: HIB Training Program, Strauss Esmay Associates, Toms River, NJ

May 21, 2018

Fee: \$145.00

Mileage: Not Requested

Krystin D'Urso, Memorial School Teacher

Workshop: Fostering Resilience and Academic Grit, RPDA, Eatontown, NJ

June 1, 2018

Fee: 0

Mileage: Not Requested

Debra Nappi, Special Services Supervisor

Workshop: Hot Issues in Special Education Law, NJPSAFE Legal One,

Monroe Township, NJ

June 6, 2018

Fee: \$150

Mileage: Not Requested

2. BE IT RESOLVED to approve the following field trips for the 2017-2018 school year:

Memorial School
Grade: 8th Grade National Honor Society (18 students)
Meadowbrook School – Field Day Support
May 22, 2018
1 chaperone

Memorial School
Grade: 8th Grade Environmental Club (20 students)
Six Flags/Biology Day
May 31, 2018
2 chaperones

Memorial School
Grade: 7th Grade AT (6 students)
Eatontown Police Precinct – “Forensics”
June 4, 2018
1 chaperone

Memorial School
Grade: 7th & 8th Grade Environmental Club (22 students)
Allaire State Park/Trout Release
June 11, 2018
2 chaperones

3. BE IT RESOLVED to approve the Yearlong: Fall 2018-Spring 2019 (September 2018 to April 2019) Clinical Practice for the following students from Monmouth University:

Student	Grade	Teacher	School
Alyssa Amato	2	Tara Vazquez	Meadowbrook School
Bryanna Roos	1	Laurie McGrath	Meadowbrook School
Nia Watson	K	Robyn Silberstein	Meadowbrook School

4. BE IT RESOLVED to accept the Elks National Foundation 2017-2018 Beacon Grant in the amount of \$2,000.00 in support of a community-service project focused on improving the Preschool Playground at the Woodmere School. A letter of appreciation will be sent to the Eatontown Elks.

5. BE IT RESOLVED to approve the 2018 Spring Field Experience for the following students from Monmouth University:

Student	Hours	Teacher	School
Brianna Berenato	55	Emily Bilotti	Memorial
Erin DiDonato	55	Jill Wetzel	Memorial
Jack Fay	55	Janis Mottershead	Memorial
Jessica Waring	50	Gina Bradley	Woodmere
Katlyn Zimmerman	40	Jill Moberg	Woodmere
Grace Cicco	31	Michael Boxer	Woodmere
Aviva Korbman	31	Christine Gallucci	Vetter
MaryLynn Muldowney	31	Jessica Kuras	Meadowbrook
Taylor Parrino	31	Erica Huhn	Woodmere
Stephanie Raubenheimer	31	Brenda Miller	Meadowbrook
Andrea Thompson	26	Shannon Ardise	Vetter
Barbara Magnusson	25	Stephanie Clayton	Vetter
Maria Capetta	15	Brooke Mindnich	Meadowbrook
Christine Reilly	15	Kristin Lancton	Vetter & Memorial

6. BE IT RESOLVED to approve the First Reading of the following Policies and Regulations:

P 1550	Equal Employment/Anti-Discrimination Practices (M)
R 1550	Equal Employment/Anti-Discrimination Practices (M)
P 2431	Athletic Competition (M)
R 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M)
P 5350	Student Suicide Prevention (M)
R 5350	Student Suicide Prevention (M)
P 5533	Student Smoking (M)
P 5535	Passive Breath Alcohol Sensor Device
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)
R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)
P 8462	Reporting Potentially Missing or Abused Children (M)

Ayes: English, Fitterer, Flynn, Lawson, Martinock, Ortiz and Regan

Nays: None

Absent: Miller and Siino

Personnel

Mrs. Martinock presented the following Resolutions, seconded by Mrs. Flynn.

Based on the Superintendent's recommendation, the following resolutions are offered for approval or appointment.

1. BE IT RESOLVED to approve the following personnel for the Extended School Year Program held from July 2, 2018-August 2, 2018 at Vetter School. Teachers will be working with students at a rate of \$39.00 per hour, not to exceed a total of 72 hours. This rate is in accordance with the 2014-2018 Eatontown Board of Education/Eatontown Education Association Bargaining Agreement or until a successor agreement has been reached.

LLD Class, Grade K – Erin Viani

2. BE IT RESOLVED to approve the following personnel as paraprofessionals for the Extended School Year Program held from July 2, 2018-August 2, 2018 at Vetter School. Paraprofessionals will be working with students at the rate designated below, not to exceed a total of 72 hours. This rate is in accordance with the 2014-2018 Eatontown Board of Education/Eatontown Education Association Bargaining Agreement or until a successor agreement has been reached.

Gary Woloshin \$19.59 (Step 2)

3. BE IT RESOLVED to approve Kathleen Pannullo as a paraprofessional for the Extended School Year Program at a rate of \$10.76 per hour not to exceed 72 hours. The ESY Program runs from July 2, 2018-August 2, 2018 at Vetter School.
4. BE IT RESOLVED to approve the following personnel as chaperones for the 8th Grade Student Trip to Washington, DC on May 16, 17, and 18, 2018, at the rate of \$212.00 per night. These stipends are in accordance with the 2014-2018 Eatontown Board of Education/Eatontown Education Association Collective Bargaining Agreement.

Janet Houlton	Angela Mazza	Ellyn Breese
Janis Mottershead	Megan Drury	Anthony Gaetano
Linda McNelis	Christine Hogan	Terri Krsyzkowski
Gary Woloshin	Samantha Lowes	Jay Medlin

5. BE IT RESOLVED to approve the following leave of absence for Susan Hartman, Memorial School Nurse, as follows:

Disability Phase May 1, 2018 to June 25, 2018 (paid)

6. BE IT RESOLVED to accept with regret the retirement of **PATRICIA STENGEL**, Physical Education Teacher, effective July 1, 2018.

WHEREAS, **PATRICIA STENGEL** has been a staff member for over 39 years in the Eatontown Public School District; and

WHEREAS, **PATRICIA STENGEL** will retire from active employment in the Eatontown School District, effective July 1, 2018;

WHEREAS, **PATRICIA STENGEL** has influenced and enriched the lives of our students through her genuine concern for children; and

WHEREAS, she has given unselfishly of her time, talent and professional competence to the Eatontown School District and Community; now, therefore,

BE IT RESOLVED that the Eatontown Board of Education accept the retirement of **PATRICIA STENGEL** with regret, effective July 1, 2018, and further commend her for her dedicated service to the students of the Eatontown Public Schools; and

BE IT FURTHER RESOLVED that the Board, Administrators and Staff extend to her much happiness and good health in her retirement; and

BE IT FURTHER RESOLVED that the Superintendent of Schools will forward an appropriate letter of commendation and retirement to **PATRICIA STENGEL** for her dedication and service.

7. BE IT RESOLVED to approve Mary Ellen Branin, Woodmere School Nurse, to register new students to the District during the summer from July 16 through July 19, 2018 from 9:00 a.m. to 12:00 p.m. only, and August 13 through August 16, 2018, 9:00 a.m. to 12:00 p.m. and 1:00 p.m. to 2:30 p.m., not to exceed a total of 30 hours at a rate of \$39.00 per hour. Registration will take place at the Administration Offices, 5 Grant Avenue, Eatontown, New Jersey.
8. BE IT RESOLVED to appoint Lori Youngclaus as the Business Administrator/ Board Secretary for the 2018-2019 school year at a salary of \$111,502.70 commencing July 1, 2018.

Ayes: English, Fitterer, Flynn, Lawson, Martinock, Ortiz and Regan

Nays: None

Absent: Miller and Siino

Operations

Mr. Ortiz presented the following Resolutions, seconded by Mr. Lawson.

1. BE IT RESOLVED to approve the contract with Brinkerhoff Environmental Services, 1913 Atlantic Avenue, Manasquan, New Jersey 08736, for Asbestos Safety Control Monitoring for the four schools, administrative building and maintenance building for the 2018-2019 school year in the amount of \$3,000.00.
2. BE IT RESOLVED to approve the contract with Brinkerhoff Environmental Services, 1913 Atlantic Avenue, Manasquan, New Jersey 08736, for Right To Know Compliance Services for the four schools, administrative building and maintenance building for the 2018-2019 school year in the amount of \$2,750.00.
3. BE IT RESOLVED to approve the School Bus Emergency Evacuation Drill Reports for the Eatontown Public Schools as follows:

Vetter & Memorial Schools May 15, 2018, 7:20 a.m.

Woodmere Elementary School May 15, 2018, 8:00 a.m.

Meadowbrook Elementary School May 15, 2018, 8:00 a.m.

Ayes: English, Fitterer, Flynn, Lawson, Martinock, Ortiz and Regan

Nays: None

Absent: Miller and Siino

Technology

There was no report from the Committee Chairperson.

Safety & Security

There was no report from the Committee Chairperson.

Negotiations

Mr. Fitterer stated the next negotiations meeting will be held on June 5th.

Student Activities, Recreation & Development

There was no report from the Committee Chairperson.

Items for Discussion

A discussion ensued amongst the Board Members in regards to the recent School shooting.

Mr. McCue suggested that further discussion take place at the Board Retreat.

It was noted that the Board Members were impressed with the District Art Show.

Other Business from The Board

Monday	May 28, 2018	Memorial Day - Schools Closed
Friday	June 8, 2018	One-Session Day for Students
		PM In-Service Day for Staff

Meeting Opened to the Public

Mrs. Martinock motioned to open the meeting to the public, seconded by Mr. Fitterer.

Upon call of the question, the motion passed unanimously.

There were no comments from the Public.

Closed to the Public

Mrs. Flynn motioned to close the meeting to the Public, seconded by Mr. Regan.

Upon call of the question, the motion passed unanimously.

Adjournment
7:25 p.m.

Mrs. Flynn motioned to adjourn the meeting, seconded by Mr. Ortiz.

Upon call of the question, the motion was passed unanimously.

Respectfully submitted by,



Lori Youngclaus
Business Administrator