

EATONTOWN BOARD OF EDUCATION
Eatontown, New Jersey
December 19, 2016

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 December 6, 2016, in the Asbury Park Press and sent to the Atlanticville on December 6, 2016, 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 Core Curriculum Content Standards as well as the Common Core State Standards.

Moment of Reflection

Mrs. Palenzuela 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 Led by the Vetter School 5th Grade Students

All pledged allegiance to our Flag.

Roll Call The meeting was called to order with the following members in attendance: Messrs. Bennett, English, Fitterer, Fukushima, Lawson, Siino and Mmes. Martinock, Miller and Palenzuela. Also present were Mr. Scott T. McCue, Superintendent of Schools, Mrs. Lori Youngclaus, Business Administrator/Board Secretary and Mr. Dennis Collins, Esq.

Student Council Liaison Officer Holly Spadavecchia, President

The Memorial Basketball season has begun and everyone is hoping for a challenging and fun season ahead. We have our cheerleaders and mascot at the games to support our players. On December 2nd, our Student Council Representatives, National Junior Honor Society Members and Memorial Play performers wrapped presents at Barnes & Noble for a PTO fundraiser. Students also brought in non-perishable items for the Thanksgiving food drive which helped many local families in need.

After the end of the 1st marking period, as a reward for their efforts, High Honor Roll students enjoyed a bagel breakfast with Principal Medlin. This is much appreciated by all the students.

As we come to the end of 2016, we look forward to the upcoming holiday break. Our Memorial School Band and Chorus will perform their annual Winter Concert this Wednesday. Also, we are having our first pep rally of the year on Friday, December 23, 2016 and all students are very excited. I would like to thank the Board and guests for having me here tonight and wish everyone a Happy Holiday.

Presentation - Lions Club Peace Poster 2016-2017 Contest Winners presented by
Salvatore Granata.

Mr. Granata announced the winners and noted that there were 385 contestants that participated and the winners should be very proud.

1st Place Winner – Mimi Nguyen (8th Grade)
2nd Place Winner – Olivia Nguyen (7th Grade)

Mr. Medlin thanked the Lions Club for all their generosity.

Mr. English congratulated the winners.

Superintendent's Report

Mr. McCue gave the following report:

Memorial School

- At Memorial School, 23 students made High Honor Roll and 29 students made Honor Roll in 7th grade. In eighth grade, 14 students made High Honor Roll and 46 students made Honor Roll.
- In observance of Veterans' Day, the Memorial School Band performed at the borough's holiday festivities at Wampum Park. The Memorial Band led by Mr. Cotignola played various patriotic songs that were fitting for the occasion. In addition, teachers at Memorial School taught lessons focusing on the origins of Veterans' Day.
- In early November, students were invited to take part in a poster contest sponsored by the Eatontown Lions' Club. Students created their interpretations of the theme, "A Celebration of Peace." Along with receiving prizes, the winning poster has been entered into the regional level of the Lions' Club contest. Mimi Nguyen, a Memorial School 8th grader, was the winner of the District 16-L competition which was represented by nine Lions' Clubs and over 385 student submissions.
- During Parent/Teacher Conferences on November 7th and 8th, 120 Memorial School parents or about 53% participated in conferences with teachers and certified staff.

Meadowbrook School

- During Parent/Teacher Conferences on November 7th and 8th, 265 Meadowbrook parents or 90% participated in conferences.

- Meadowbrook School hosted their Thanksgiving Food Drive. Thanks to the generosity of the staff and students, over 250 cans were donated to Eatontown Food Pantry.
- In celebration of American Education Week, Meadowbrook School welcomed 119 parents to observe their children in their classes.
- Meadowbrook School conducted a schoolwide assembly in honor of Veterans' Day. LTC John Occhipinti spoke to the students about the significance of Veterans' Day and why it is celebrated. He also provided an overview of his career as well as other careers that military service leads into such as the NJ State Troopers and the FBI. Additionally, he discussed the importance of citizenship and character.
- On Monday, November 28th, the first grade students traveled to Borough Hall to decorate the tree. This is an annual tradition for Eatontown Public Schools. Students also visited the Community Center to listen to holiday songs performed by the Memorial School Chorus under the direction of Mr. Cotignola.

Vetter School

- Vetter School donated 10 boxes of canned goods to the Monmouth County Food Bank in November.
- At Vetter School, 194 Vetter School parents or 83% participated in Parent/Teacher Conferences on November 7th and 8th. Thank you to both our parents and teachers for bridging the relationship between home and school.
- Vetter School celebrated American Education Week on November 15th. About 60 students were represented by parents who came to observe classroom activities during open classroom times.
- On Friday, November 18th, Elevate Education, funded through Title I funding, provided an 80-minute seminar for the 6th grade students. This educational seminar was focused on boosting student achievement by teaching students how to improve their study skills and work habits. The evaluation form results suggested the program was well-received by both students and teachers.

Woodmere School

- The Woodmere School was pleased to see parents participate in American Education Week. The school conducted this annual program on November 15th. Over 60 parents visited their child's classroom. It gave parents an opportunity to see their child learn in a positive learning environment.
- Woodmere School held its annual conferences on November 7th and 8th. The school had a strong turnout with 219 parents or 81% attending conferences. Parents and teachers conversed about the students' progress and parents left with a wealth of information about their child.
- The first Family Fun Night of the school year was a huge success. It took place on November 4th and the Woodmere PTA organized the event. Students had the opportunity to purchase books at the Book Fair and were treated to ice-cream sundaes. Fun and a love of reading were the themes of this event.

Special Services

- Child Study Team members participated in I&RS meetings in November.
- During the month of November, The Child Study Team conducted 3 evaluations, 15 re-evaluations, 2 identification meetings, 4 eligibility meetings, and 2 Early Intervention Meetings.
- There were six new referrals to the Child Study Team in November.
- The Child Study Team participated in Parent/Teacher Conferences at Meadowbrook, Vetter, Woodmere and Memorial Schools.

Director of Elementary and Secondary Education

- During Parent/Teacher Conferences, parents were given their child's current Running Record level, Edmentum Benchmark scores, and Go Math Benchmarking scores. In addition, Parent Conference Checklists were distributed as well.

Other District News

In November, during Technology classes, students participated in the Hour of Code.

On behalf of Eatontown Public Schools and the Eatontown Board of Education, we wish everyone a happy and safe Holiday Season.

I also would like to thank Mrs. Palenzuela and Mr. Fukushima for their years of service to the Eatontown Board of Education and congratulate them for all their excellent work as Board Members. Please enjoy your newly found time in the years ahead. Your thoughtfulness, compassion, and commitment to the students will be missed.

There was one out-of-school suspension at Memorial, Vetter, and Woodmere Schools in the month of November.

In addition to the Superintendent's Report, I would also ask the Board of Education to accept the November Enrollment Report and the Harassment, Intimidation, and Bullying Report for the month of December.

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

BE IT RESOLVED to accept the Superintendent's Report and the Enrollment Report for the month of November 2016.

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

Aye: Bennett, English, Fitterer, Fukushima, Lawson, Martinock, Miller, Palenzuela and Siino
Nay: None

Approval of Minutes

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

BE IT RESOLVED that the Minutes of the Regular Board Meeting of November 21, 2016, be approved as attached.

Aye: Bennett, English, Fitterer, Lawson, Martinock, Palenzuela and Siino
Nay: None
Abstain: Mr. Fukushima and Mrs. Miller.

Opened to the Public

Mr. Fukushima presented the following Resolution, seconded by Mrs. Palenzuela.

Upon call of the question, the motion passed unanimously.

There were no comments from the Public.

Meeting Closed to the Public

Mrs. Martinock motioned to close the meeting to the Public, seconded by Mrs. Palenzuela.

Upon call of the question, the motion passed unanimously.

Insurance & Finance

Mr. Lawson stated that since the last Board of Education meeting we have not had a Finance Committee meeting. I'd like to add though, the 2017-2018 budget planning process is underway. Principals and Supervisors are preparing school and department budgets. Business Administrator Lori Youngclaus and Superintendent Scott T. McCue completed the Mid-Year Budget Review at the County Education Office last week. Essentially, during this meeting at the County Office checks in with the District regarding the curriculum and financial aspects of the District. The County Office was very complimentary about the way the District managed and handled the school reorganizational plan over the last year.

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

1. BE IT RESOLVED that the Certified List of Bills in the amount of \$2,342,990.20 dated December 19, 2016, be approved as enclosed.
2. BE IT RESOLVED to approve the attached transfer list dated December 19, 2016, covering appropriation transfers in the 2016-2017 General Funds Budget. Said transfers shall result in no change in the total original appropriations.
3. 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 October 31, 2016 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 October 31, 2016 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.

4. The Eatontown Board of Education hereby accepts the Board's Secretary Report and the Treasurer of School Monies report for the month ending October 31, 2016.
5. BE IT RESOLVED to approve the payment of \$34,199.39 to Sodexo Inc. & Affiliates for the cost of food service operation for the month of November 2016, as per the district's contract agreement.
6. BE IT RESOLVED to approve the contract with NW Financial Group, LLC, 3000 Atrium Way, Mount Laurel, New Jersey, to provide continuing disclosure assessment services to comply with S.E.C. Rule 15c2-12, in the amount of \$1,250.00 for the 2016-2017 school year.

Aye: Bennett, English (#2 - #4 and #6) Fitterer, Fukushima, Lawson, Martinock,
Miller, Palenzuela and Siino

Abstain: English #1 staples bill and #5

Nay: None

Educational Resources

Mr. Fukushima presented the following Resolutions, seconded by Mrs. Palenzuela.

1. BE IT RESOLVED to approve the following workshops for the 2016-2017 school year for the personnel listed below plus mileage if requested:

Robin Stella, Memorial Teacher

Workshop: Shore Consortium Meeting, Woodmere School, Eatontown, NJ

December 2, 2016

Fee: 0

Mileage: Not Requested

Joelle Rybakowski, Learning Disability Teacher/Consultant

Workshop: Positive Behavior Supports in the Classroom, LRC Central, Trenton, NJ

December 8, 2016

Fee: 0

Mileage: Not Requested

Dawn McCullough, School Psychologist

Workshop: Preschool Training Series 2016-17 #4, LRC Central, Trenton, NJ

December 16, 2016

Fee: 0

Mileage: Not Requested

Michelle Bonnetti, Vetter Teacher

Workshop: MC³ Winter Summit, Monmouth University, W. Long Branch, NJ

January 10, 2017

Fee: 0

Mileage: Not Requested

Memorial School
Grade 7 (11 AT students)
Middletown Arts Center, Middletown, NJ
March 23 & 24, 2017
2 Chaperones

Memorial School
Grades 7 and 8 (50 students)
Brookdale Community College Teen Arts, Lincroft, NJ
March 17, 2017
4 Chaperones

Memorial School
Grade 8 (6 students)
New Jersey Law Center, New Brunswick, NJ
May 16, 2017
1 Chaperone

Vetter School
Grade 6 (117 students)
Medieval Times, Lyndhurst, NJ
June 7, 2017
9 Chaperones

3. Nonpublic School Requests For Security Aid Program

WHEREAS, the Eatontown Public School District has consulted with the administrator of each of the participating nonpublic school(s) located within the Public School District; and

WHEREAS, the Eatontown Public School District has advised the nonpublic school(s) regarding the limit of funds available for the provision of security services, equipment, and/or technology for the full-time pupils enrolled in the nonpublic school(s) and

WHEREAS, the Eatontown Public School District is in agreement with the security services, equipment, and or technology to be provided to the nonpublic school(s) within the limit of the funds that are available;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education approves the NJ Nonpublic Security Aid Program Requests for nonpublic school(s);

AND, BE IT FURTHER RESOLVED that the Board of Education will forward certified minutes of this Resolution along with the NP Security Aid Program Agreement to the Monmouth County Superintendent of Schools within the timelines set by the State Department of Education.

4. BE IT RESOLVED to approve an agreement with General Healthcare Resources Inc. beginning January 3, 2017 until the end of school year for occupational therapist services, up to 25 hours per week, at a rate of \$75.00 per day.

Aye: Bennett, English, Fitterer, Fukushima, Lawson, Martinock, Miller, Palenzuela and Siino

Nay: None

Personnel

Mrs. Palenzuela stated that the committee met on November 28, 2016 and discussed non-tenure process, absences/leaves and the evaluation process.

Mrs. Palenzuela presented the following Resolutions, seconded by Mr. Fukushima.

1. BE IT RESOLVED to approve the following substitute teachers for the 2016-2017 school year:

Donna Ahrens (pending Criminal History Clearance)
Christine Amoscato (pending Criminal History Clearance)
Carol Aversa (pending Criminal History Clearance)
Michelle Candella
Jake Newcomb (pending MCSC)
Katherine Tejada (pending MCSC)
2. BE IT RESOLVED to approve Shannon Gaetano as a substitute bus aide for the 2016-2017 school year.
3. BE IT RESOLVED to accept the resignation of Michelle Candella, Memorial School Cafeteria Aide effective December 19, 2016.
4. BE IT RESOLVED to approve Michelle Candella as a substitute Cafeteria/Playground Aide effective December 20, 2016 for the 2016-2017 school year.
5. BE IT RESOLVED to approve Mary Hughes, pending criminal history clearance, as the Memorial School Cafeteria/Playground Aide on Monday, Wednesday and Friday for the 2016-2017 school year (pro-rated), at a rate of \$11.75 per hour, 1 ½ hours per day, when school is in session.
6. BE IT RESOLVED to approve Mary Hughes, pending criminal history clearance, as a substitute Cafeteria/Playground Aide for the 2016-2017 school year.
7. BE IT RESOLVED to approve Karena Warren as the Memorial School Cafeteria/Playground Aide for the 2016-2017 school year at a rate of \$11.75 per hour, 1 ½ hours per day (pro-rated), when school is in session.

8. BE IT RESOLVED to approve the following leave of absence for Carolyn Kelleher, Memorial School Teacher, as follows:

Leave of Absence
January 20, 2017 to February 17, 2017
(utilizing accumulated Personal Illness Days)

9. BE IT RESOLVED to approve the following leave of absence for Roxanne Neis, Vetter School Teacher, as follows:

Leave of Absence
November 28, 2016 to January 9, 2017
(utilizing accumulated Personal Illness Days)

10. BE IT RESOLVED to approve the following leave of absence for Andrew Roth, Woodmere Special Education Paraprofessional, as follows:

Leave of Absence
November 21, 2016 to December 8, 2016
(utilizing accumulated Personal Illness Days)

Family Leave (unpaid)
December 9, 2016 to February 14, 2017

11. BE IT RESOLVED to approve the following leave of absence for Jill Moberg, Woodmere Teacher, as follows:

Leave of Absence
February 6, 2017 to April 13, 2017

Family Leave
April 24, 2017 to June 30, 2017
(utilizing accumulated Personal Illness Days)

12. BE IT RESOLVED to approve Christyn Glover as the Replacement Grade 4 Teacher at Woodmere School from January 3, 2017 to the end of the school year at a salary of \$54,239, BA Step 1, (pro-rated).

13. BE IT RESOLVED to increase Stephanie Brady, Part-time Meadowbrook Speech Therapist, to full-time from November 28, 2016 to December 31, 2016 at a salary of \$56,166, MA Step 1, (pro-rated).

14. BE IT RESOLVED to approve Gary Woloshin as Special Education Paraprofessional at Memorial School beginning January 3, 2017 for the 2016-2017 school year at a salary of \$20,111 based on Step 1 of the contract guide.

15. BE IT RESOLVED to approve Jonathan Blaydes as Guidance Counselor at Meadowbrook School and Woodmere School beginning January 3, 2017 for the 2016-2017 school year at a salary of \$62,249, MA+32 Step 1, (pro-rated), pending criminal history clearance.
16. BE IT RESOLVED to appoint Cleo McPherson as a translator for the Child Study Team during meetings and evaluation as needed at a rate of \$36.00 per hour without pupil or \$37.00 per hour with pupil for the 2016-2017 school year.

Aye: Bennett, English, Fitterer, Fukushima, Lawson, Martinock, Miller, Palenzuela and Siino

Nay: None

Operations

Mr. Siino presented the following Resolutions, seconded by Mr. Bennett.

1. BE IT RESOLVED to approve the Joint Transportation Agreement with Long Branch Board of Education in the amount of \$2,620.80 for the 2016-2017 school year. (Long Branch Board of Education is the Host District and Eatontown Board of Education is the Joiner District.)

Aye: Bennett, English, Fitterer, Fukushima, Lawson, Martinock, Miller, Palenzuela and Siino

Nay: None

Technology

There was no report from the Committee Chairperson.

Safety & Security

There was no report from the Committee Chairperson.

Negotiations

Mr. Fitterer read the following statement: Our last contract between the Board of Education and the Eatontown Association and the Eatontown Secretaries and Clerks Association covered the period from July 1, 2011 through June 30, 2014.

In anticipation of the June 20, 2014 expiration date the parties' commenced negotiations for a new contract back in March 2014.

After six months of negotiations a request for mediation was made.

After eight months of the mediation process an impasse persisted and on May 13, 2015 the matter was referred to Thomas Harrington, who after a number of settlement conferences conducted over a formal fact finding hearing the result of which was his written report of August 26, 2016.

Shortly after the report the parties advised that the recommendation made by Mr. Harrington would be accepted subject to some fine tuning.

Mr. Harrington recommended and the contract that we have before us today, a four year agreement from July 1, 2014 through June 30, 2018. The recommendation called for salary increases for all covered employees of 2.4% in 2014-2015, 2.4% in 2015-2016, 2.5% in 2016-2017 and 2.6% in 2017-2018. Using this as a base, Mr. Harrington further recommended and the parties agree to pay these increases out over a 3 year period, thus increases as follows 0% for 2014-2015; 3.3% for 2015-2016, 3.3% for 2016-2017 and 3.3% in 2017-2018. Calculated out this pay structure represents the same 9.9% total increase as in the 4 year plan.

In addition there is one additional day to the work year beginning in the 2017-2018 school year, for a total of 184 days.

These terms and more were laid out in the Memorandum of Agreement the Board previously approved.

The negotiation process took so long because I believe the Negotiation Committee, while wanting to pay its employees a wage equal to their extraordinary classroom performance, had to be very cognizant of the fact that the Eatontown taxpayer has continued to be burdened by an increasing tax bill and a decrease in wealth. While home values and income have increased slightly the past year or so – our constituent's wealth on average is still lower than their 10 year highs and aren't keeping pace with the increase seen in the rest of the County.

With all that said, I think this Collective Bargaining Agreement strikes a fair and balanced resolution with the taxpayers heart, with that I wish to move item 1 for approval.

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

1. WHEREAS the Eatontown Board of Education (Board) and the Eatontown Education Association (EEA) entered into a Memorandum of Agreement (MOA) for a successor agreement for a term of July 1, 2014 through June 30, 2018, on October 13, 2016; and

WHEREAS in accordance with the MOA, the Board and EEA have caused the preparation of an Agreement inclusive of salary guides and schedules, reflecting the agreed upon terms and conditions of employment and rates of pay for the EEA (Agreement); and

WHEREAS on December 7, 2016 the EEA through its representatives confirmed ratification of the Agreement and caused a signed copy of the same to be presented to the Board; and

WHEREAS by action of the Board on December 19, 2016 the Agreement was ratified.

NOW THEREFORE BE IT RESOLVED that Agreement is hereby and hereinafter approved and the President of the Board and Board Secretary are authorized to sign the Agreement o/b/o the Board; and

BE IT FURTHER RESOLVED that once signed, copies of the Agreement are to be distributed in accordance with the Agreement, effective this date.

Aye: Bennett, English, Fitterer, Fukushima, Lawson, Martinock and Palenzuela

Abstain: Miller and Siino

Nay: None

Student Activities, Recreation & Development

There was no report from the Committee Chairperson.

Eatontown Re-Development & Planning

There was no report from the Committee Chairperson.

Items for Discussion

Mr. English thanked Mrs. Palenzuela and Mr. Fukushima for their years of service.

Mr. Bennett mentioned the upcoming Memorial School Play.

Other Business from The Board

Friday	December 23, 2016	One-Session Day for Students & Staff
Monday- Monday	December 26, 2016 to January 2, 2017	Winter Recess - Schools Closed
Tuesday	January 3, 2017	Schools Reopen

Opened to the Public

Mr. Bennett motioned to open the meeting to the public to comment on agenda items only, seconded by Mrs. Martinock.

Upon call of the question, the motion passed unanimously.

There were no comments from the Public.

Closed to the Public

Mr. Bennett motioned to close the meeting to the Public, seconded by Mr. Fukushima.

Upon call of the question, the motion passed unanimously.

Adjournment

7:10 p.m.

Mr. Fukushima motioned to adjourn the meeting, seconded by Mrs. Palenzuela.

Upon call of the question, the motion passed unanimously.

Respectfully submitted by,



Lori Youngclaus
Board Secretary