

EATONTOWN BOARD OF EDUCATION
Eatontown, New Jersey
March 13, 2017
Minutes

Mr. English, Board President, read the following: 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 6, 2017, in the Asbury Park Press and sent to the Atlanticville on January 6, 2017, 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.

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

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 pledged allegiance to our Flag.

Student Council Liaison – Steven Bogan, Vice President

Good evening Members of the Board and audience. Thank you for having me speak tonight at your Board of Education meeting. We continue to have many great things to report at Memorial. The Memorial basketball season has ended but our softball, baseball, and track seasons are just beginning.

The Annual Italian Dinner Fundraiser was a success. The event was enjoyed by many families. Students are now looking forward to the Philadelphia and Washington Trips that will benefit from this fundraiser.

Our school has started collecting coins for the “Pennies for Patients” fundraiser that will help children who are battling cancer. Many students also are getting involved in the Relay for Life Cancer Society event which will be held in May at Monmouth Regional.

Lastly, this Friday many students look forward to attending the Teen Arts Program at Brookdale Community College. Students were chosen to participate based on music, arts, and literature contests.

Superintendent's Report Mr. Scott T. McCue gave the following report:

Memorial School

- On February 24th, Memorial School hosted the 45th Annual Italian Dinner. The Eatontown community came together to support this worthy cause. Teacher cooks and student servers provided pasta and meatballs to parents, grandparents, friends, and neighbors with all net proceeds used to offset the costs of the 7th and 8th grade trips to Philadelphia and Washington, D.C.
- Throughout the entire month of February, Black History Month was recognized. Each morning during announcements, Mrs. Krsyzckowski's students read from PowerPoints presentations they researched and created which highlighted the accomplishments of various African-American historical figures. The activity featured prominent and as well as lesser known figures from Black History.

Meadowbrook School

- The Meadowbrook PTA held their first "Bring Someone Special" Valentine's Day Dance. Students and adults arrived in their fine clothes and had a fantastic time dancing and playing games. A special thank you to Mrs. Kreuger, Mrs. Petz, and Mrs. Worthly for making it such a success.
- Meadowbrook School faculty wore red in honor of Women's Heart Health Month on Friday, February 10th. A donation was made to the American Heart Association on behalf of the Meadowbrook School faculty.

Vetter School

- Throughout the month of February, students celebrated historical and modern day African-American pioneers in recognition of Black History Month. There were a variety of daily lesson plans that were implemented throughout the month in the Vetter School classrooms. Some of these activities included daily morning "Do Nows" that were dedicated to a different African-American historical figure each day, research/writing/biographies of different African-Americans, and tributes recognizing the accomplishments of African-Americans displayed on bulletin boards throughout the school.
- Congratulations to the Vetter School students and staff who took part in a fundraiser for the Leukemia and Lymphoma Society entitled "Pennies for Patients." Vetter School is proud to announce that they raised \$839.00 for this worthy cause. Thank you to the Vetter School "Community Service Alliance," led by Mrs. Ryan and Ms. Farrah for their hard work in this endeavor.
- Over the month of February, Vetter School took part in Six Flags "Read to Succeed." This is a program that gives students the opportunity to earn a Six Flags ticket as a reward for reading. Thanks to Mrs. Loxton for overseeing this program and congratulations to the many students who earned a day of fun at Great Adventure this year.

Woodmere School

- On Wednesday, March 1st, the Woodmere PTA sponsored an assembly to honor Black History Month. The assembly was conducted by Prismatic Magic and Prismatic Magic performed a laser light show in honor of all the great African-American figures throughout history. There were lights and music creating an atmosphere where students had a great time and learned something new as well.
- On Thursday, February 23rd, a TV personality came to visit Woodmere School. In regards to Woodmere's Science initiative, the PTA brought in Channel 2's own Mr. John Marshall. Mr. Marshall is a weatherman and brought his show on the road. He explained what meteorology is and did a fine presentation about weather as well as climate. He even brought a traveling studio where some students saw themselves reporting the weather. It was a great educational program and we were very lucky to have him visit our school. As a bonus, John Marshall even gave Woodmere School a "shout out" on live television.

Special Services

- During the month of February, the Child Study Team conducted 7 evaluations, 8 re-evaluations, 6 identification meetings, 6 eligibility meetings, and 36 IEP meetings.

Director of Elementary and Secondary Education

- On Friday, February 17th, the teachers and staff attended a Professional Development Day conducted at Memorial School. Teachers attended training on the new curriculum writing program presented by Rubicon Atlas as well as a review of Frontline's Professional Development Management System presented by the school principals. Special Education teachers were provided with an overview of the Google Read and Write program, presented by Mrs. Boufford and Ms. Jakubowski. Paraprofessionals and Special Area staff attended Restraint Training, while the nurses attended a Roundtable Discussion hosted by local area nurses at Atchinson School in Tinton Falls. Lastly, teachers were provided time to articulate both with staff in their own schools as well as staff from the other schools. During this articulation time, the teachers reviewed and created grade level agreements as well as discussed goals for the 2017-2018 school year.

In addition to my School News Report, there were five out-of-school suspensions at Memorial School in February.

I respectfully submit the Harassment, Intimidation, and Bullying Report and the Enrollment Report.

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

BE IT RESOLVED to accept the Superintendent's Report and the Enrollment Report for the month of February 2017.

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

Aye: English, Fitterer, Flynn, Lawson, Martinock, Miller, Ortiz and Siino

Nay: None

Absent: Bennett

Approval of Minutes

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

BE IT RESOLVED that the Minutes of the Regular Board Meeting of February 27, 2017, be approved as attached.

Aye: English, Flynn, Lawson, Martinock, Ortiz and Siino

Nay: None

Abstain: Miller and Fitterer

Absent: Bennett

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

BE IT RESOLVED that the Minutes of the Executive Session Meeting of February 13, 2017, be approved as attached.

Aye: English, Fitterer, Flynn, Lawson, Martinock, Miller and Ortiz

Nay: None

Abstain: Siino

Absent: Bennett

Opened to the Public

Mr. Bennett presented the following Resolution, 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. Siino motioned to close the meeting to the Public, seconded by Mr. Ortiz.

Upon call of the question, the motion passed unanimously.

Insurance & Finance

Mr. Lawson stated that since the last Board of Education Meeting, we did have a Finance Committee Meeting on Tuesday, March 7, 2017 at 6:45 p.m. In attendance were Superintendent Scott T. McCue, Business Administrator Lori Youngclaus, Finance Committee Members Ed Fitterer and John Bennett, Board President Bob English and I. State aid figures for next school year were flat. The 2017-2018 budget planning process is just about complete. A Tentative School Budget is presented to the Board of Education tonight. After tonight's meeting the budget will be sent to the County Superintendent for

review and approval. The full budget presentation will occur in April. Here are a few highlights: Continues support of curriculum resources to implement the NJ Learning Standards effectively. Includes resources to support curriculum writing for ELA, Math and Science. Maintains technology funding in the District to enhance teaching and learning. Maintains current educational staffing, instructional programs and student services. Extends speech therapy staffing and adds an additional Part Time Special Education Teacher. Provides funding for capital improvement and maintenance projects. Maintains appropriate class sizes. Continues rich professional development opportunities for teaching staff members to improve instructional practices and programs. Provides resources to continue upgrading the safety and security of the District. Raises the tax levy by 2% and uses the health benefit waiver, but does not use banked cap, based upon a house valued at \$310,000 the cost per month for school taxes would be about \$3.66 or \$43.91 per year.

Mr. Lawson presented the following Resolution, seconded by Mrs. Miller.

1. Adoption of Tentative Budget for the 2017-2018 School Year

Adoption of Tentative Budget 2017-2018

BE IT RESOLVED that the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2017-2018 Total Expenditures	\$20,482,364	\$875,543	\$1,955,950	\$23,313,857
Less: Surplus Balance			\$ 74,088	\$ 74,088
Less: Anticipated Revenues	<u>\$ 5,490,183</u>	<u>\$875,543</u>	<u>\$ 665,023</u>	<u>\$7,030,749</u>
Taxes to be Raised	<u>\$14,992,181</u>	<u>\$ 0</u>	<u>\$1,216,839</u>	<u>\$16,209,020</u>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the All-Purpose Room, Memorial Middle School, 7 Grant Avenue, Eatontown, New Jersey 07724 on **April 24, 2017 at 7:30 p.m.** for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

Travel and Related Expense Reimbursement

WHEREAS, the Eatontown Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$25,000 for all staff and board members for the 2017-2018 school year.

Adjustment Health Benefits

RESOLVED that the Eatontown Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$181,957. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits for the 2017-2018 school year.

Capital Reserve Account Withdrawal

- Upgrade of Exterior Light Fixtures – District Wide**
- Replace Multi-Purpose Room Floors – Vetter School**
- Driveway Site Improvement – Meadowbrook School**
- Signage Site Improvement – Meadowbrook School**
- Replace Exterior Windows – Special Services Building**
- Replace Exterior Windows – Transportation Building**

RESOLVED that the Eatontown Board of Education requests the approval of a capital reserve withdrawal in the amount of \$203,000. The district intends to utilize these funds as follows:

District Wide – Upgrade of Exterior Light Fixtures	\$ 45,270
Vetter School – Replace Multipurpose Room Floors	43,000
Meadowbrook School – Driveway Site Improvement	48,300
Meadowbrook School – Signage Site Improvement	35,000
Special Services Building – Exterior Windows	22,200
Transportation Building – Exterior Windows	9,230
Total	<u>\$203,000</u>

Maintenance Reserve Account Withdrawal

- Repainting of Multi-Purpose Room – District Wide**
- Refinish Gym Floor – Memorial School**
- Replace Individual Component of Fire Alarm System – Memorial/Vetter School**

RESOLVED that the Eatontown Board of Education requests the approval of a maintenance reserve withdrawal in the amount of \$79,000. The district intends to utilize these funds as follows:

District Wide – Repainting of Multipurpose Room	\$ 32,000
Memorial School – Refinish Gym Floor	21,850
Memorial and Vetter School – Fire Panel	<u>25,150</u>
Total	<u>\$ 79,000</u>

2. BE IT RESOLVED The Eatontown Board of Education hereby approves the grant application for 2017 Safety Grant Program through the New Jersey School Boards Insurance Group’s MOCSSIF SubFund for the purposes described in the application, in the amount of \$7,374.00. This application can be found on file in the Business Office.

Aye: English, Fitterer, Flynn, Lawson, Martinock, Miller, Ortiz and Siino
Nay: None
Absent: Bennett

Educational Resources

Mr. Lawson questioned if the District has wheelchair lifts for all four schools.

Mr. McCue responded yes.

Mrs. Miller presented the following Resolutions, seconded by Mr. Lawson.

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

Jennifer Wall, Woodmere Special Education Paraprofessional
Workshop: Improving the Preschool Classroom Environment for Your Children with Disabilities Pilot, Learning Resource Center, Trenton, NJ
March 7, 2017
Fee: 0 Mileage: \$30.25

Christina Sorbara, Woodmere Teacher
Workshop: Professional Training in ABA Teaching Strategies, Eden Autism Services, Princeton, NJ
March 30 and 31, 2017
Fee: \$200.00 Mileage: \$48.73

Cecily Comandini, Speech Therapist
Workshop: NJSHA Convention, Ocean Place Resort, Long Branch, NJ
April 27 and 28, 2017
Fee: \$350 Mileage: Not Requested

2. BE IT RESOLVED to approve the following field trips for the 2016-2017 school year:

Woodmere School
Preschool (35 students)
Magic Sky Play, Morganville, NJ 07751
May 26, 2017
6 Chaperones

Woodmere School
Grade 3 (113 students)
Popcorn Zoo, Forked River, NJ 08731
June 8, 2017
16 Chaperones

Woodmere School
Grade 3 (113 students)
Bayshore Waterfront Park, Port Monmouth, NJ
June 13, 2017
16 Chaperones

3. BE IT RESOLVED to approve the Second Reading of the following Policies and Regulations:

P 1510 Americans with Disabilities Act (M)
R 1510 Americans with Disabilities Act (M)
P 2415.30 Title I - Educational Stability for Children in Foster Care (M)
P 2418 Section 504 of the Rehabilitation Act of 1973 -- Students (M)
R 2418 Section 504 of the Rehabilitation Act of 1973 -- Students (M)
P 5116 Education of Homeless Children (M)
R 5116 Education of Homeless Children (M)
P 5330.04 Administering an Opioid Antidote
P & R 8330 Student Records (M)
P & R 8330 Student Records (M)

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

P 2460 Special Education (M)
R 2460 Special Education (M)
R 2460.1 Special Education - Location, Identification, and Referral (M)
R 2460.8 Special Education - Free and Appropriate Public Education (M)
R 2460.9 Special Education - Transition From Early Intervention Programs to Preschool Programs (M)
R 2460.15 Special Education - In-Service Training Needs for Professional and Paraprofessional Staff (M)
P 2467 Surrogate Parents and Foster Parents (M)

Aye: English, Fitterer, Flynn, Lawson, Martinock, Miller, Ortiz and Siino
Nay: None
Absent: Bennett

Personnel

Mrs. Martinock presented the following Resolutions, seconded by Mr. Lawson.

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

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

Donna Crosson (pending criminal history clearance)
Caitlin Fell (pending criminal history clearance)

2. BE IT RESOLVED to approve Elizabeth Robertson as a cafeteria aide and substitute secretary, pending criminal history clearance, for the 2016-2017 school year.
3. BE IT RESOLVED to approve the following personnel as chaperones for the 8th Grade Student Trip to Washington, DC on May 22, 23, and 24, 2017, at the rate of \$208.00 per night. These stipends are in accordance with the 2014-2018 Eatontown Board of Education/Eatontown Education Association Collective Bargaining Agreement.

Nichole Brockriede	Janis Mottershead
Angela Mazza	Samantha Lowes
Ellyn Rosati	Megan Ferraioli
Linda McNelis	Gary Woloshin
Susan Hartman	Janet Houlton

4. BE IT RESOLVED to approve Caitlin Tompkins, ESL Teacher, for appointment as a teacher for the Vetter School Title III Imagine Learning Club for 2016-2017 School Year at a rate of \$38 an hour, not to exceed 10 hours. The rate is in accordance with the 2014-2018 Eatontown Board of Education/ Eatontown Education Association Collective Bargaining Agreement. Title III Funds are being used to support this club.
5. BE IT RESOLVED to approve Brooke Mindnich, ESL Teacher, for appointment as a teacher for the Meadowbrook School Title III Imagine Learning Club for 2016-2017 School Year at a rate of \$38 an hour, not to exceed 10 hours. The rate is in accordance with the 2014-2018 Eatontown Board of Education/ Eatontown Education Association Collective Bargaining Agreement. Title III Funds are being used to support this club.

6. BE IT RESOLVED to approve the following leave of absence for Maureen Gaynor, Woodmere School Teacher, as follows:

Disability Phase

April 24, 2017 to June 15, 2017

(utilizing accumulated Personal Illness Days)

Family Leave (unpaid)

June 19, 2017 to November 17, 2017

Leave of Absence (unpaid)

November 20, 2017 to December 22, 2017

7. BE IT RESOLVED to approve the following leave of absence for Robert Pillis, School Bus Driver, as follows:

Family Leave (unpaid)

March 13, 2017 to June 16, 2017

Leave of Absence (unpaid)

June 19, 2017 to June 30, 2017 (unpaid)

Aye: English, Fitterer, Flynn, Lawson, Martinock, Miller, Ortiz and Siino

Nay: None

Absent: Bennett

Operations

There was no report from the committee chairperson.

Technology

There was no report from the committee chairperson.

Safety & Security

There was no report from the Committee Chairperson.

Negotiations

Mr. Fitterer stated that the Committee met on March 9, 2017 and discuss negotiations with the Eatontown Administrators Association.

Items for Discussion

Mr. English stated that he recently attended a Fort Monmouth Economic Revitalization Authority meeting.

Other Business from The Board

Friday, March 24, 2017 One-Session Day for Students
PM In-Service Day for Staff

Meeting Opened to the Public

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

Upon call of the question, the motion passed unanimously

There were no questions from the Public.

Closed to the Public

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

Upon call of the question, the motion passed unanimously.

Executive Session

7:57 p.m.

Mr. Siino motioned to move into Executive Session, seconded by Mr. Lawson.

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

Mr. Collins read the Executive Session Resolution.

BE IT RESOLVED that the following portion of this meeting dealing with the following generally described matters shall not be open to the public:

Collective Bargaining

BE IT FURTHER RESOLVED that it is anticipated that the matters to be considered in private may be disclosed to the Public at a later date under the following circumstance.

When confidentiality is no longer required.

BE IT FURTHER RESOLVED that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Act:

- 1. Rendered confidential by Federal law or that if disclosed would impair receipt of Federal funds.
- 2. Rendered confidential by State Statute or Court Rule.
- 3. Would constitute an unwarranted invasion of individual privacy.
- 4. Deals with collective bargaining, including negotiation positions.
- 5. Deals with purchase, lease or acquisition of real property with public funds.
- 6. Related to setting of bank rates or the investment of public funds and disclosure could adversely affect the public interest.
- 7. Related to tactics and techniques utilized in protecting the safety and property of the public and disclosure may adversely affect the public.
- 8. Related to investigation of violations or possible violations of the law.
- 9. Related to pending/anticipated litigation or contract negotiations in which the public body is or may be a party.
- 10. Falls within the attorney-client privilege and confidentiality is required.
- 11. Deals with personnel matters of public employees and employee has not requested that the matter be made public.
- 12. Quasi-judicial deliberations after public hearing that may result in imposition of a civil penalty or suspension or loss of a license or permit.

Meeting Reopened
9:05 p.m.

Mr. English motioned to reopen open the meeting, seconded by Mrs. Martinock.

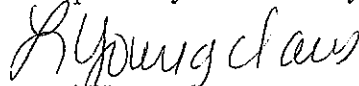
Upon call of the question the motion passed unanimously.

Adjournment
9:06 p.m.

Mr. English motioned to adjourn the meeting, seconded by Mrs. Martinock.

Upon call of the question, the motion passed unanimously.

Respectfully submitted by,



Lori Youngclaus

Board Secretary