

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, MAY 15th, 2018
MINUTES**

1.0 Opening Procedures

- 1.1 Call to order – 6:35 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on December 22, 2017 in accordance with the Open Public Meetings Act PL 1975 CH 231, effective January 16, 1976. Notice has been posted in the Fern Ross entrance and Bell Foyer entrance to Shrewsbury Borough School. A copy of this notice is also on file in the office of the Borough Clerk.”

- 1.4 Roll Call:

Mrs. Barber-Absent	Mr. Sweeney
Mrs. Carroll-Arrived at 6:40 p.m.	Mrs. Laughlin
Mrs. Gourley-Thompson	Mrs. Hemel
Mrs. Groom	Mr. MacConnell, Superintendent
Mrs. Hepburn-Goldberg-arrived 6:40 p.m.	Ms. Avento, Business Administrator
Mrs. Montgomery	

2.0 Closed Executive Session

- 2.1 It was motioned by Mrs. Hemel, seconded by Mrs. Groom, to move into Closed Executive Session at 6:36 p.m. to discuss confidential personnel matters or Board Business and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll				X	
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg				X	
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a voice vote, seven (7) members voted yes, three (3) members were absent.

2.2 It was motioned by Mrs. Montgomery, seconded by Mrs. Gourley-Thompson, to reconvene into public session at 7:17 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a voice vote, eight (8) members voted yes, one (1) member was absent.

3.0 Communications ~ There were no communications.

4.0 Public Participation ~ Agenda Items Only ~ There was no public participation.

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report:

- 8th Grade Students Being Honored for the Following Sports/Activities and Contest Winners:
 County Historical Commission - Contest Winner
 Band
 Chorus
 Student Council
 Yearbook
 Girls Softball
 Track
- Retiree Recognition:
 Mrs. Sally Bond – Teacher
 Ms. Andrea Acerra - Teacher
 Mrs. Janice Bazydlo – Payroll/Bookkeeper
- Mayor Burden:
 1st Place Essay Submission - Historial Commission Recognition

Mrs. Hemel called a short recess in Honor the Students and Retirees at 8:10 p.m.

Mrs. Hemel called the meeting back to order at 8:30 p.m.

It was motioned by Mrs. Montgomery, seconded by Mrs. Gourley-Thompson, to approve item 5.2 and 5.3 as listed:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the month of April 2018.
- 5.3 Recommend that the Board of Education approve the 2016/2017 School Year Comprehensive Equity Plan for Academic Years 2016/2017 through 2018/2019 school years.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a voice vote, eight (8) members voted yes, one (1) member was absent.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mrs. Gourley-Thompson, seconded by Mr. Sweeney, to approve items 6.1 through 6.78 as amended:

- 6.1 Recommend that the Board of Education approve the following minutes as listed:
 - 6.1.1 Executive Session Meeting Minutes, April 24th, 2018
 - 6.1.2 Regular Meeting Minutes, April 24th, 2018
 - 6.1.3 Executive Special Meeting Minutes, May 1st, 2018
 - 6.1.4 Special Meeting Minutes, May 1st, 2018
- 6.2 Recommend that the Board of Education approve the following as the district’s Mission Statement until the next Reorganizational meeting:

Mission Statement:

The mission of the Shrewsbury Borough School District, a system built on successful cooperation among family, school and community, is to prepare all students to achieve excellence and to become responsible citizens through rigorous educational programs consistent with the New Jersey Core Curriculum Content State Standards and which respect individual differences and diversity. Students will be prepared to meet the challenges presented in the regional high school and the world beyond.

- 6.3 Recommend that the Board of Education approve the current Long Range Facility Plan as approved on October 3rd, 2016 for the 2018-2019 school year.

- 6.4 Recommend that the Shrewsbury Board of Education approve the Uniform Memorandum of Agreement/Understanding Live Streaming Video between Education and Law Enforcement Officials for the 2017-2018 and 2018-2019 school years.
- 6.5 Recommend that the Board of Education approve the current Emergency Management Procedure Manual for the 2018-2019 school year.
- 6.6 Recommend that the Board of Education reconfirm the adoption of the present Board of Education Policy Manual and all existing bylaws and procedures as they currently exist for the 2018-2019 school year.
- 6.7 Recommend that the Board of Education approve the existing curriculum of the Shrewsbury Borough School in the following areas for the 2018-2019 school year:

<u>Subject:</u>	<u>Date Last Revised:</u>
Art K-8	2017
Algebra 8	2013
Comprehensive Health and Physical Education K-8	2012
English-Language Arts K-5	2017
English-Language Arts 6	2017
English-Language Arts 7 & 8	2017
Mathematics K-2	2017
Mathematics 3-5	2017
Mathematics 6-8	2017
Music K-8	2017

<u>Subject:</u>	<u>Date Last Revised:</u>
World Language	2017
Library	2011
Science K-4	2017
Science 5-8	2015
Social Studies Grades K-8	2017
Technology/Computer Education K-8	2016
Mast Qualification	2009/2010
Accident & Fire Prevention	2009/2010
Counseling	2009/2010
Preschool	2017

- 6.8 Recommend that the Board of Education approve the following programs and services for the 2018-2019 school year:
 - Nursing/Health
 - Guidance
 - Child Study Team
 - Basic Skills
 - Reading Clinic
 - Speech
 - Special Education
 - Enrichment
 - I&RS (Intervention & Referral Services)
- 6.9 Recommend that the Board of Education approve the current district Job Descriptions for the 2018-2019 school year.

- 6.10 Recommend that the Board of Education designate the Asbury Park Press as the primary publication and The Hub as secondary publication for the placement of legal advertisements and notices for the 2018-2019 school year.
- 6.11 Recommend that the Board of Education appoint Acacia Financial Group as Financial Advisors of Record and to file the Secondary Market Disclosures at a cost of \$500 for the 2018-2019 school year.
- 6.12 Recommend that the Board of Education approve Spiezle Architect Group as the Architect of record for the 2018-2019 school year.
- 6.13 Recommend that the Board of Education appoint the firm of Hulsart and Company as auditors for a fee of \$10,500 to audit the 2018-2019 school year.
- 6.14 Recommend that the Board of Education appoint Cooper Levinson as Council to the Board of Education for the 2018-2019 school year at the contractual rate of \$175 per hour.
- 6.15 Recommend that the Board of Education appoint Loretta Hill, Treasurer of School Monies for the 2018-2019 school year at \$3,300 per year.
- 6.16 Recommend that the Board of Education approve David Balken and Balken Risk Management Company as the district's Insurance Broker of Record for line insurance including Property, Casualty, E&O, Liability, and District required bonding, Auto and Student Insurance for the 2018-2019 school year.
- 6.17 Recommend that the Board of Education approve Brown & Brown Benefit Advisors, Inc. as Broker of Record for the District's Dental Program and Claims Consultant of record for the District's Health Benefits at a rate of \$300 per month for a total of \$3,600 for the 2018-2019 school year.
- 6.18 Recommend that the Board of Education approve Horizon Blue Cross/Blue Shield as a third party administrator for the district's voluntary FSA plan for all eligible employees for the 2018-2019 school year.
- 6.19 Recommend that the Board of Education approve the following providers to provide 403 (b) plans to eligible employees for the 2018-2019 school year as follows:

AXA Equitable MetLife
- 6.20 Recommend that the Board of Education approve AXA Equitable as a third party administrator for the 403(b) plan for eligible employees for the 2018-2019 school year.
- 6.21 Recommend that the Board of Education approve Frontline/Aesop Substitute Program annual contract renewal in the amount of \$5,660.99 for the 2018-2019 school year.
- 6.22 Recommend that the Board of Education approve Delta T Substitute services at an hourly rate of \$41.75 per hour for the 2018-2019 school year.
- 6.23 Recommend that the Environmental Services Firm of Rullo & Juillet Associates Inc. is hereby retained at the contractual amount of \$3,250 to provide the following consultative and updating

- required services necessary in conjunction with the laws of Asbestos Hazard Management, Right to Know, PEOSH and AHERA for the 2018-2019 school year.
- 6.24 Recommend that the Board of Education approve Alliance Pest Control to implement the district's IPM Program as required at the cost of \$1,495 for the 2018-2019 school year.
 - 6.25 Recommend that the Board of Education approve Nickerson Inc. for the bleacher and gym curtain maintenance contract in the amount of \$4,550 for the 2018-2019 school year.
 - 6.26 Recommend that the Board of Education approve Coskey for the annual clock and bell maintenance contract in the amount of \$1,768 for the 2018-2019 school year.
 - 6.27 Recommend that the Board of Education approve A-Champion Sprinkler for the annual ground sprinkler contract in the amount of \$250 for the 2018-2019 school year.
 - 6.28 Recommend that the Board of Education approve Cooper Electric for the generator maintenance contract in the amount of \$770 for the 2018-2019 school year.
 - 6.29 Recommend that the Board of Education approve National Dust Company for the annual mat cleaning contract in the amount of \$3,814.69 for the 2018-2019 school year.
 - 6.30 Recommend that the Board of Education approve Kencore for the annual Elevator /wheel chair lift inspection/maintenance contract in the amount of \$1128 for the 2018-2019 school year.
 - 6.31 Recommend that the Board of Education approve CQI Water Treatment for the annual chemical treatment for the boiler and heating system contract in the amount of \$990 for the 2018-2019 school year.
 - 6.32 Recommend that the Board of Education approve Central Boiler for the annual boiler inspection/maintenance contract in the amount of \$2,775 for the 2018-2019 school year.
 - 6.33 Recommend that the Board of Education approve City Fire Equipment Company for the annual fire sprinkler inspection as required in the amount of \$1,950 for the 2018-2019 school year.
 - 6.34 Recommend that the Board of Education approve Haig Security Services for annual monitoring/maintenance of the Fire/Burglar Alarm System at the annual cost of \$7,611.36 for the 2018-2019 school year.
 - 6.35 Recommend that the Board of Education approve Jersey Coast Fire Company for the annual tagging and inspection of the fire extinguishers in the amount of \$280 for the 2018-2019 school year.
 - 6.36 Recommend that the Board of Education approve IEP Direct Special Education Support Program annual contract renewal in the amount of \$12,879.27 for the 2018-2019 school year.
 - 6.37 Recommend that the Board of Education approve Systems 3000 Finance, Personnel/Payroll Program annual contract renewal in the amount of \$17,306 for the 2018-2019 school year.
 - 6.38 Recommend that the Board of Education approve Strauss Esmay Policy Update contract renewal in the amount of \$4,630 for the 2018-2019 school year.

- 6.39 Recommend that the Board of Education approve Genesis various module contract renewal in the amount of \$14,803.50 for the 2018-2019 school year.
- 6.40 Recommend that the Board of Education approve Zumu contract renewal in the amount of \$3,600 for the 2018-2019 school year.
- 6.41 Recommend that the Board of Education approve New Era Technology contract renewal in the amount of \$21,888 for the 2018-2019 school year.
- 6.42 Recommend that the Board of Education approve New Era Technology Addition Support Hours (40) contract renewal in the amount of \$11,376 for the 2018-2019 school year.
- 6.43 Recommend that the Board of Education approve New Era Technology for Cisco Smartnet Maintenance contract renewal in the amount of \$4,709.40 for the 2018-2019 school year.
- 6.44 Recommend that the Board of Education approve New Era Technology for VEEAM contract renewal in the amount of \$3,622.50 for the 2018-2019 school year.
- 6.45 Recommend that the Board of Education approve New Era Technology surveillance System contract renewal in the amount of \$2,084.60 for the 2018-2019 school year.
- 6.46 Recommend that the Board of Education approve Baracuda Security software contract renewal in the amount of \$1,363 for the 2018-2019 school year.
- 6.47 Recommend that the Board of Education approve Decker Wright for Symantec Anti-Virus Renewal in the amount of \$4,700 for the 2018-2019 school year.
- 6.48 Recommend that the Board of Education approve Brain Pop for contract renewal in the amount of \$2,395 for the 2018-2019 school year.
- 6.49 Recommend that the Board of Education approve IXL Learning contract renewal in the amount of \$5,419 for the 2018-2019 school year.
- 6.50 Recommend that the Board of Education approve Typing Club contract renewal in the amount of \$1,071 for the 2018-2019 school year.
- 6.51 Recommend that the Board of Education approve Explore Learning contract renewal in the amount of \$2,750 for the 2018-2019 school year.
- 6.52 Recommend that the Board of Education approve Learning A-Z contract renewal in the amount of \$6,017.60 for the 2018-2019 school year.
- 6.53 Recommend that the Board of Education approve Super Teacher Work sheets in the amount of \$2,779 for the 2018-2019 school year.
- 6.54 Recommend that the Board of Education approve NWEA Map in the amount of \$2,015 for the 2018-2019 school year.
- 6.55 Recommend that the Board of Education approve Tech4Learning (Pixie and ImageBlender) renewal in the amount of \$270 for the 2018-2019 school year.

- 6.56 Recommend that the Board of Education approve Curriculum Associates (iReady) in the amount of \$19,900 for the 2018-2019 school year.

- 6.57 Recommend that the Board of Education Recommend that the Board of Education approve the district participation in the following shared services/cooperative purchasing consortiums as required for the 2018-2019 school year:

Educational Data Services

EIRC

Hunterdon County Educational Services Commission (HCESC)

Middlesex Regional Educational Services Commission (MRESC)

MOESC

ACES

ACT

IPM Coordinator

Ontech for E-Rate

- 6.58 Recommend that the Board of Education approve the Coordinated Transportation Agreement with MOESC as required for the 2018-2023 school year.

- 6.59 Recommend that the Board of Education appoint Debora Avento as the following for the 2018-2019 school year:
Public Agency Compliance Officer Custodian of District Records
Right To Know Officer District AHERA Representative
- 6.60 Recommend that the Board of Education appoint Debora Avento, School Business Administrator/Board Secretary as the district's Qualified Purchasing agent be authorized to award contracts up to the bid threshold of \$36,000 or current threshold pursuant to NJSA 40A:11-3(c) and 18A:18A-3(b) for the 2018-2019 school year.

- 6.61 Recommend that the Board of Education approve the District Standard Operating Procedure and Internal Control Manual as it exists for the 2018-2019 school year.

- 6.62 Recommend that the Board of Education designate TD Bank and MBIA (Crossroads) as official depository of Board funds for the 2018-2019 school year.

- 6.63 Recommend that the Board of Education approve the authorized signatures on the following Board accounts at TD Bank, the Board approved official depository of Board Funds for the 2018-2019 school year:
- 6.63 Continued:

General (Any 3)

- 1. President/Vice-President
- 2. Business Administrator/Superintendent
- 3. Treasurer of School Monies

Agency (Any 2)

- 1. Board President/Superintendent
- 2. Business Administrator

Student Activity (Any 2)

- 1. Superintendent/President
- 2. Business Administrator

- 6.63 Continued:
 - Milk Fund (Any 2)
 - 1. Superintendent/President
 - 2. Business Administrator
 - Unemployment Comp. Trust (Any 2)
 - 1. Superintendent/President
 - 2. Business Administrator
 - Petty Cash (Any 2)
 - 1. Superintendent/President
 - 2. Business Administrator
 - Salary (1)
 - 1. Treasurer of School Monies
 - Tuition (1)
 - 1. Business Administrator
- 6.64 Recommend that the Board of Education authorize the Vice-President of the Shrewsbury Borough Board of Education to sign warrants in the absence of the Board President for the 2018-2019 school year.
- 6.65 Recommend that the Board of Education designate the Business Administrator as the investor of Board funds pursuant to 17:12B-241 for the 2018-2019 school year.
- 6.66 Recommend that the Board of Education authorize maintaining the present Business Office Petty Cash Account in the amount of \$500 for the 2018-2019 school year.
- 6.67 Recommend that the Board of Education approve the following resolution authorizing Agreement for Professional Services:

WHEREAS, there exists a need for physical therapy, occupational therapy, as well as other required therapies as per a student's IEP; and WHEREAS, funds are available for this purpose, and WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised,

NOW THEREFORE be it resolved by the Shrewsbury Board of Education to award the following contracts as per agreement for the 2018-2019:

Diane Ames	Occupational Therapist	\$47,736 for the 2018-2019 School Year \$76.50/hr./Session \$350/Evaluation
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- 6.67 Continued:
 - DeMonte Therapy
 - Physical Therapy
 - \$100/hr. Individual Session
 - \$ 75/hr. Group Session
 - \$285/Evaluation
 - Comprehensive Neurological Neurological Evaluation and Neuropsychiatric (CINN)
 - \$660/evaluation

- 6.68 Recommend that the Board authorize the Superintendent and Business Administrator to implement the 2018-2019 Budget pursuant with local and state policies and regulations.
- 6.69 Recommend that the Board of Education request that the Municipality provide local tax levy funds for General Current Expense and Debt Service for the 2018-2019 school year in 12 monthly payments commencing July 2018 as per the mutually agreed upon schedule by both the Municipality and the Board of Education.
- 6.70 Recommend that the Board of Education adopt the Uniform Minimum Chart of Accounts (Handbook 2R2) for New Jersey Public Schools for the 2018-2019 school years.
- 6.71 Recommend that the Board of Education approve the mileage rate for reimbursement at .31 cents per mile as per current State guidelines for the 2018-2019 school year.
- 6.72 Recommend that the Board of Education approve Monmouth-Ocean Educational Services Commission to provide Coordinated Transportation Services to the Shrewsbury School District from July 1, 2018 through June 30, 2023 (5 year agreement).
- 6.73 Recommend that the Board of Education approve Monmouth-Ocean Educational Services Commission to provide Non-Public Nursing Services to the Shrewsbury School District from July 1, 2011 through June 30, 2021 (10 year agreement).
- 6.74 Recommend that the Board of Education approve Monmouth-Ocean Educational Services Commission (MOESC) to administer the following for the 2018-2019 school year:

IDEA Nonpublic	Nonpublic Nursing
Non Public Textbook Initiative	Non Public Technology Initiative
Chapter 192/193	Non Public Security

- 6.75 Recommend that the Shrewsbury Board of Education approve the availability and assignment of district special services staff (i.e. school psychologist, school social worker, guidance counselor, and any other school personnel deemed appropriate) to assist in counseling those students in need during times of crisis (i.e. student suicide, death of a student, etc.) from the following school districts: Little Silver, Rumson, Fair Haven, Red Bank, Red Bank Regional High School, and Rumson-Fair Haven High School for the 2018-2019 school year.
- 6.76 Recommend that the Board of Education approve the Shrewsbury Preschool Program for the 2018-2019 school year free to all free and reduced lunch and special education students according to the Preschool Expansion Initiative. This program will be offered at a cost to be reviewed and determined to all Shrewsbury Borough residents on a first come first serve basis who have preschool age children up to the maximum class size allowed by law. Enrollment will be on a limited basis for all preschoolers who do not fall under the state eligibility requirements.
- 6.77 Recommend that the Board of Education approve the following Preschool Tuition Rates as listed for the 2018-2019 school year on a first come first serve basis based on the availability of the program:

Full Day:	\$850/mo	Half Day:	\$525/mo
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- 6.78 Recommend that the Board of Education approve the renewal of the Interlocal Agreement with the Borough of Shrewsbury for half of the shared cost for two (2) Crossing Guards at the rate of \$9,000 for the 2018-2019 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a roll call vote, eight (8) members voted yes, one (1) member was absent.

7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report

Mr. Sweeney reported that the Committee met on May 15th, 2018 and discussed the following:

- Reviewed current repair and maintenance
- Discussed summer projects
- Outdoor Classroom

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met on May 15th, 2018 and reviewed the bills and claims, transfers, reviewed the current status of the 2017-2018 budget, discussed strategies for the 2018-2019 budget, reviewed ongoing state directives and the items listed below.

It was motioned by Mr. Sweeney, seconded by Mrs. Groom, to approve items 8.2 through 8.19 as amended:

- 8.2 Recommend that the Board of Education approve the following bills:
- | | |
|---|--------------------|
| April 2018 Payroll – 2 nd Half | \$ 355,161.11 |
| May 2018 Payroll – 1 st Half | \$ 254,982.24 |
| May 2018 Bills & Claims | \$ 112,952.96 |
| May 2018 Bills & Claims | <u>\$ 2,125.00</u> |
| Total | \$ 725,221.31 |

- 8.3 Recommend that the Board of Education approve the following transfers within the 2017-2018 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-190-100-610-01 Instructional Supplies Rcl for Addtl Funds Needed	\$ 200	11-190-100-580-01 Teacher Travel Expense	\$ 200
11-130-100-101-01 Salaries – 6-8 Rcl for Addtl Funds Needed	\$9,600	11-213-100-101-01 Salaries – RR	\$9,600
11-215-100-101-02 PSD Summer Program Rcl for Addtl Funds Needed	\$1,700	11-000-223-390-01 Staff Development	\$1,700

- 8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of April 30th, 2018, after review of the appropriations section of the monthly financial reports and upon consultation with appropriate district officials, to the best of my knowledge no major account or fund has been overextended in violation of N.J.A.C. § 6A:23A-16.10(c) (3), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

 Debora Avento

 Date

- 8.5 Recommend that the Board Secretary's Report for the month of March 2018 with the respective Treasurer's Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.
- 8.6 Recommend that the Board of Education authorize the Business Administrator to make purchases and pay bills as necessary and in keeping within the approved budget during the remainder of the 2017-2018 school year and for 2018-2019 during the months where changes in the Board Meeting dates create extended periods of time between bill lists and during the months that the Board does not meet. All purchases and payments must be made in accordance with accepted Board practices.
- 8.7 Recommend that the Board of Education approve Diane Ames for Occupational Therapy Evaluation for student #324 in the amount of \$350 for the 2017-2018 school year.
- 8.8 Recommend that the Board of Education approve CNNH for a Neurological Evaluation for student #7013 at the cost of \$660 for the 2017-2018 school year.
- 8.9 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #6458 at the rate of \$100/session for 5 sessions for a total of \$500 from July 2, 2018 until August 2, 2018 for the 2018-2019 school year.
- 8.10 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #6300 at the rate of \$100/session for 10 sessions for a total of \$1,000 from July 2, 2018 until August 2, 2018 for the 2018-2019 school year.

- 8.11 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5982 at the rate of \$75/session for 5 sessions for a total of \$375 from July 2, 2018 until August 2, 2018 for the 2018-2019 school year.
- 8.12 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5981 at the rate of \$100/session for 10 sessions for a total of \$1,000 from July 2, 2018 until August 2, 2018 for the 2018-2019 school year.
- 8.13 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #7006 at the rate of \$100/session for 5 sessions for a total of \$500 from July 2, 2018 until August 2, 2018 for the 2018-2019 school year.
- 8.14 Recommend that the Board of Education approve Summit Speech School Services to provide Itinerant Services for student #6268 at the rate of \$150/session for 111 sessions for a total of \$16,650 for the 2018-2019 school year.
- 8.15 Recommend that the Board of Education approve Summit Speech School Services to provide Itinerant Services for student #389 at the rate of \$150/session for 4 sessions for a total of \$600 for the 2018-2019 school year.
- 8.16 Recommend that the Board of Education approve the submission of the Extraordinary Aid application to the Monmouth County Department of Education as required for the 2017-2018 school year.
- 8.17 Recommend that the Board of Education approve the submission of the 2018-2019 NJSIG Safety Grant Award application in the amount of \$2,753.04 for 2018-2019 school year.
- 8.18 Recommend that the Board of Education approve Diane Ames to provide Occupational Therapy for the five (5) week ESY Programs from on July 2nd, 2018 through August 2nd, 2018 (Monday through Thursday) at the rate of \$76.50/hr. for the 2018 ESY Program:

<u>Name</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
Diane Ames	76.50/hr x 75 hrs	\$5,737.50

- 8.19 Recommend that the Board of Education approve the following damaged/obsolete books/furniture /miscellaneous items to be discarded as follows for the 2017-2018 school year.

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
1	Copier	Xerox HFDI 0701-05-0069	Broken
1	Shredder	Quartet 80S-1	Broken
1	Shredder	Staples SPL-MC 180P	Broken

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a roll call vote, eight (8) members voted yes, one (1) member was absent.

9.0 Curriculum Committee ~ Mrs. Groom for Mrs. Barber

9.1 Committee Report

Mrs. Groom reported that the Committee met on May 8, 2018 and discussed the following:

It was motioned by Mrs. Groom, seconded by Mrs. Laughlin, to approve item 9.2 through 9.7 as listed:

- 9.2 Recommend that the Board of Education approve a five (5) week Preschool Disabled ESY Program (PSD) for preschool disabled children to begin July 2, 2018 through August 2, 2018, (Monday through Thursday) between the hours of 8:30 a.m. and 12:30 p.m. as per the student's IEP and 8:00 a.m. until 1:00 p.m. for teachers for the 2018 ESY Program.
- 9.3 Recommend that the Board of Education approve a five (5) week Self Contained Language/Learning Disability (SCLLD) Extended School Year Program to begin July 2, 2018 through August 2, 2018 (Monday through Thursday) between the hours of 8:30 a.m. and 12:30 p.m. as per the student's IEP and 8:00 a.m. until 1:00 p.m. for teachers for the 2018 ESY Program.
- 9.4 Recommend that the Board of Education approve a five (5) week Resource for ESY Program to begin July 2, 2018 through August 2, 2018 (Monday through Thursday) between the hours of 8:30 a.m. and 12:30 p.m. as per the student's IEP and 8:00 a.m. until 1:00 p.m. for teachers for the 2018 ESY Program.
- 9.5 Recommend that the Board of Education approve a five (5) week Wilson Reading Program commencing on July 2, 2018 through August 2, 2018 (Monday through Thursday) between the hours of 9:00 a.m. and 12:00 p.m. for the 2018 ESY Program.
- 9.6 Recommend that the Board of Education approve the following list of paid holidays for all twelve-month employees for the 2018–2019 school year:

Independence Day	Wednesday	July 4 th , 2018
Labor Day	Monday	September 3 rd , 2018
Rosh Hashanah	Monday	September 10 th , 2018
Yom Kippur	Wednesday	September 19 th , 2018
Thanksgiving Day	Thursday	November 22 nd , 2018
Thanksgiving Holiday	Friday	November 23 rd , 2018
Christmas Eve	Monday	December 24 th , 2018
Christmas Day	Tuesday	December 25 th , 2018
New Year's Eve	Monday	December 31 st , 2018
New Year's Day	Tuesday	January 1 st , 2019
Martin Luther King Day	Monday	January 21 st , 2019
President's Day	Monday	February 18 th , 2019
Good Friday	Friday	April 19 th , 2019
Memorial Day	Monday	May 27 th , 2019

- 9.7 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures at the state rate of .31 cents per mile for the 2017-2018 school year as listed:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Mileage</u>	<u>Cost</u>
Kristina Stokhamer	Regular District Business	4/24/18	\$ 12.00	\$ 0
Brent MacConnell	ISTE Conference – Chicago	6/24 – 6/27/18	\$ 0	\$ 635.00
Cheryl Peterson	Just Words Training	6/7 – 6/8/18	\$ 18.22	\$ 245.00
Skye Tiplady	Just Words Training	6/7 – 6/8/18	\$ 21.82	\$ 245.00
Mary Ellen Phillips	Just Words Training	6/7 – 6/8/18	\$ 22.32	\$ 245.00

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a roll call vote, eight (8) members voted yes, one (1) member was absent.

10.0 Personnel Committee ~ Mrs. Laughlin

Mrs. Laughlin reported that the Personnel Committee met on May 9, 2018 and discussed matters of a confidential nature.

It was motioned by Mrs. Laughlin, seconded by Mrs. Gourley-Thompson, to approve item 10.2 through 10.22 as amended:

- 10.2 Recommend the Board of Education approve Maria Sallee-Wissenbach for maternity leave effective, Tuesday, May 29th for the 2017-2018 school year and will return back on Monday, November 19, 2018 for the 2018-2019 school year.
- 10.3 Recommend the Board of Education approve Cathy Yodice for continued sick leave through June 30th for the 2017-2018 school year.
- 10.4 Recommend that the Board of Education approve the 12 month nonunion employees summer hours as Monday through Thursday, from 8:00 a.m. to 4:30 p.m. with half hour lunch effective July 2nd, 2018 through August 31st, 2018.
- 10.5 Recommend that the Board of Education approve the following Instructional Aides for the 2018-2019 school year.

<u>Name</u>	<u>Hourly Rate</u>
Leeann Arnst	\$16.26
Norvell Chick	\$20.16
Stephanie Chillemi	\$15.53

10.5 Continued:

<u>Name</u>	<u>Hourly Rate</u>
Karen Degenhart	\$24.51
Allison DeVito	\$15.08
Loretta Glassmacher	\$20.20
Christopher Lunz	\$16.00
Christine Marione	\$15.53
Coleen Stambaugh	\$20.14
Noelle Tyler	\$20.14

Para II*

Kelsey Blanchard	\$19.00
Jennifer Havern	\$18.53
Carolyn McLaughlin	\$32.67
Patrice Roche	\$18.54
Susan Warnken	\$19.09

*includes a \$3.00 differential for Para II instructional aides

- 10.6 Recommend that the Board of Education approve Dr. Brenda Goon as School Physician at the rate of \$4,000 for the 2018-2019 school year.
- 10.7 Recommend that the Board of Education approve the salaries as per the current contract for the tenured professional staff as listed for the 2018-2019 school year.
- 10.8 Recommend that the Board of Education approve the salaries as per the current contract for the non-tenured professional staff and the professional staff that will attain tenure in the 2018-2019 school year as listed for the 2018-2019 school year.
- 10.9 Recommend that the Board of Education approve the following individuals with salaries and hourly rates where applicable for the 2018-2019 school year.

Head Lunchroom Aide /Food Service Bookkeeper

Annie Shea 15,005.30

Lunch Aides

Annie Shea	14.75/hr	Lawrence Valenti	10.75/hr
Carmella Brown	14.50/hr	Deana Sole	11.25/hr
Marguerite Welsh	11.75/hr		

- 10.10 Recommend the Board of Education approve the following salaries as per the current contract for the Custodial/Maintenance Unit for the 2018-2019 school year.

Maintenance/Custodial Staff (As per contract inclusive of Black Seal):

Ralph Reno	\$33,550
Alex Ehrenzeller	\$29,875

- 10.11 Recommend that the Board of Education approve the new contract for Brent MacConnell, Superintendent as approved by the Executive County Superintendent, Monmouth County Department of Education effective July 1st, 2018 through June 30th, 2023.

- 10.12 Recommend the Board of Education approve the following salaries for the 12 month employees for the 2018-2019 school year.

12 Month Support Staff:

Kathleen Pompei	\$47,972.85
Nikki Ponti	\$55,166.80
Claudine Henrie	\$33,948.80
Laura Galante	\$48,664.11
Michele DiStefano	\$43,025.00
Marya Baeta	\$32,960.00

12 Month Staff:

Michael Tillett	\$77,386.57
Donna Leston	\$73,285.54
Sun Mi Kim	\$94,740.87

Administration:

Brent MacConnell	Superintendent	\$155,850
Debi Avento	Business Administrator	\$146,547
Roseanne Ansell	Supervisor of CST	\$ 87,550
Jessica Wakula	Supervisor of Curriculum	\$ 77,250

- 10.13 Recommend the Board of Education approve the following part time teachers for the 2018 ESY Program July 2nd, 2018 through August 2nd, 2018/95hrs.) at the prorated rate of BA/1(51,370) as listed:

Brittany King:	\$41.44/hr. x 95hrs = \$3,936.80
Jennifer Havern:	\$41.44/hr. x 95hrs = \$3,936.80

- 10.14 Recommend that the Board of Education approve Alison Hillen, BSN RN to provide medical services as School Nurse during the five (5) week Extended School Year Program from July 2, 2018 through August 2, 2018 from 8:30 a.m. to 12:30 p.m. for a total of 76 hrs. at the rate of \$41.60/hr for a total of \$3,161.60 for the 2018 ESY program.

- 10.15 Recommend that the Board of Education approve the following Teachers for the five (5) week SCPSD, PSD, SCLLD and Supplemental ESY Instruction Programs as per student IEP's from on July 2nd, 2018 through August 2nd, 2018 (Monday through Thursday) from 8:00 a.m. to 1:00 p.m. for the 2018 ESY Program:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate /Hrs</u>	<u>Total Cost</u>
Jillian Davis	Teacher LLD 3-5	\$58.81 x 95 hrs	\$5,586.95
Catherine Moore	Multisensory Reading	\$48.45 x 95 hrs	\$4,602.75

- 10.16 Recommend that the Board of Education approve the following Instructional Aides for the five (5) week Extended School Year Programs for the SCPSD, PSD and SCLLD ESY commencing on July 2nd, 2018 through August 10th, 2018 (Monday through Thursday) between the hours of 8:30 a.m. 12:30 p.m. for the 2018 ESY program:

10.16 Continued:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
Carolyn McLaughlin	Instruct. Aide	\$32.67 x 76 hrs	\$2,482.92
Patrice Roche	Instruct. Aide	\$18.54 x 76 hrs	\$1,409.04
Loretta Glassmacher	Instruct. Aide	\$20.20 x 76hrs	\$1,535.20
Noelle Tyler	Instruct. Aide	\$20.14 x 76hrs	\$1,530.64
Christine Marione	Instruct. Aide	\$15.53 x 76 hrs	\$1,180.28

included differential for Para II instructional aides

10.17 Recommend that the Board of Education approve the following Substitute Teachers (as needed) for the five (5) week ESY Programs from on July 2nd, 2018 through August 2nd, 2018 (Monday through Thursday) from 8:00 a.m. to 1:00 p.m. for the 2018 ESY Program. The district substitute rate will apply.

Stephanie Blake	Daniel Devine
Chrissy Bonura	Cheryl Peterson
Kelly Cosentino	

10.18 Recommend that the Board of Education approve the following IEP Team Meeting General Education and Special Education Teacher Representatives (as needed) for the five (5) week ESY Programs from on July 2nd, 2018 through August 2nd, 2018 (Monday through Thursday) at the extra-curricular rate as per contract of \$40.57/hr. not to exceed 10 hrs. for the 2018 ESY Program:

Stephanie Blake	Cheryl Peterson
Chrissy Bonura	Leigh Trillhaase
Daniel Devine	

10.19 Recommend that the Board of Education approve to provide Home Instruction for student #496 as follows for the 2017-2018 school year:

James McConville for 2 hours per week for Language Arts and 2 hours per week for English
 Allison Wiesel for 2 hours per week for Science Instruction
 Kelly Schlosser for 2 hours per week of Social Studies

10.20 Recommend that the Board of Education approve the following rates for substitutes for the 2018–2019 school year as listed:

Regular Substitutes:

\$85.00/day for regular substitutes
 \$45.00/half day

Long Term Substitutes:

\$85.00/day for days 1-20 consecutively worked in the same position
 Per diem rate of BA Step 1 on the salary guide for long term substitutes (21+ consecutive days in the same position).

Nurse Substitutes:

\$125.00/day for nurse substitutes

10.20 Continued:

Custodial Substitutes:

\$12.00/hr for custodial substitutes

10.21 Recommend that the following employees be eligible for mileage reimbursement for normal district business for the 2018-2019 school year as follows:

Brent MacConnell	Kathy Pompei	Staci Fox
Debi Avento	Claudine Henrie	Kathleen Fitzpatrick
Roseanne Ansell	Nikki Ponti	Kristina Stokhamer
Jessica Wakula	Michele Distefano	Sun Mi Kim
Mike Tillett	Laura Galante	
Donna Leston	Marya Baeta	

10.22 Recommend that the Board of Education approve the following Substitute Teacher(s)/Custodian for the 2017-2018 school year:

Substitute Teachers

John McLaughlin

Custodian

John Piervicenti

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll			10.11 / 10.12		
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a roll call vote, eight (8) members voted yes, one (1) member was absent, one (1) member abstained from 10.11 / 10.12.

11.0 Policy ~ Mrs. Hepburn-Goldberg

11.1 Committee Report:

Mrs. Hepburn-Goldberg reported that the Committee met on May 10, 2018 and discussed the following:

It was motioned by Hepburn-Goldberg, seconded by Mrs. Gourley-Thompson, to approve item 11.2 as listed:

11.2 Recommend the Board of Education approve Policy Alert # 215 for first reading for the 2017-2018 school year:

11.2 Continued:

Policy Alert 215:

- Policy & Regulation # 1550 – Equal Employment/Anti-Discrimination Practices (M) (Revised)
- Policy # 2431 – Athletic Competition (Revised)
- Regulation # 2431.2 – Medical Examination prior to participation on a school-sponsored Interscholastic or Intramural team or squad (M) (Revised)
- Policy # 2431.8 – Varsity Letters for Interscholastic Extracurricular Activities – Not approving as it does not pertain to us.
- Policy & Regulation # 5350 – Student Suicide Prevention (M) (Revised)
- Policy # 5533 – Student Smoking (M) (Revised)
- Policy # 5535 – Passive Breath Alcohol Sensor Device (Revised)
- Policy and Regulation # 5561 – Use of Physical Restraint and Seclusion Techniques for students with Disabilities (M) (Revised)
- Policy # 8462 – Reporting potentially missing or abused children (M) (Revised)
- Policy # 8561 – Procurement procedures for School Nutrition Programs (New) - Not approving as it does not pertain to us.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a roll call vote, eight (8) members voted yes, one (1) member was absent.

12.0 School and Community Relations ~ Mrs. Groom

12.1 Committee Report

Mrs. Groom reported that the Committee met on May 8, 2018 and discussed the following:

- Food Allergy Month
- Thank you to Ms. Davis and Mrs. Ernst for decorating for Paint the Town Pink
- Kindness Rocks Project

13.0 Old Business ~

- The Superintendent met with student regarding the “Kindness Club”. Student trying to recruit members.

14.0 New Business ~

Mrs. Gourley-Thompson updated the Board and the Community on the Community Alliance Meeting that was held May 14, 2018 at 7:30 p.m. at Boro Hall. She discussed the following:

- Planning for Red Ribbon Week being held in October 2018
- Mindfulness & Yoga Workshop
- How to Say No Workshop
- LEAD Graduation Friday, June 18, 2018
- Drug and Alcohol Alliance
- RBR – What to expect that you are not expecting
- Top ten things to know about vaping

15.0 Public Participation ~

Two (2) members of the public spoke. Topics included:

- Former student bullying experiences at SBS
- Various questions for the Board

16.0 President's Comments ~

Mrs. Hemel thanked everyone for coming out to attend the meeting and for the Board's dedication. She reminded everyone that all of the Board Members are parents and residents of this wonderful community and will continue to strive to do their very best. Mrs. Hemel noted that even if the Board cannot address comments at the time, all input is taken and discussed on a committee level. The date of the June Board Meeting is still to be decided. We will advise shortly.

17.0 Adjournment

17.1 It was motioned by Mrs. Gourley-Thompson, seconded by Mrs. Hepburn-Goldberg, to adjourn the meeting at 8:52 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a voice vote, eight (8) members voted yes, one (1) member was absent.

Respectfully Submitted,

Debi Avento
Business Administrator/Board Secretary