



**Board Meeting Minutes
November 14, 2018**

Date: Wednesday, November 14, 2018
Time: 7:30 pm with the Regular Meeting
Location: Higgins Library, Forrestdale School

1. **Call to Order**

The meeting was called to order by the Board President at 7:35 p.m., in the Higgins Library of the Forrestdale School, Rumson, New Jersey

2. **Pledge of Allegiance**

3. **Notice of Meeting**

Announcement of this meeting has been sent to the Asbury Park Press and the Two River Times, an Agenda has been posted in the Deane-Porter and Forrestdale Schools, Rumson Borough Hall and the Oceanic Library.

4. **Roll Call**

Mrs. Beyer	Absent (Arrived 7:55)	Dr. Connors	Present	Mrs. Melia	Present
Mr. Binns	Absent	Dr. Jones	Present	Mrs. Simons	Present
Mr. Caldwell	Present	Mrs. Markiewicz	Absent	Mrs. Swain	Present

5. **Welcome of Visitors**

6. **Correspondence - None**

7. **Communications**

To permit the fair and orderly expression of comments, on agenda items, we ask that the public:

- Wait to be recognized
- Preface comments with your name and address
- Direct all comments to the presiding officer
- Discuss only concerns that have been previously addressed through proper administrative channels
- Refrain from using any pupil or staff member's name

The Board is happy to listen to all comments, but this may not be the forum for any and all questions.

8. **Approval of Minutes**

RECOMMENDATION:

Approved the following board minutes:

- October 24, 2018 Regular Meeting Minutes

Motion: Mrs. Swain Seconded: Dr. Connors

All in favor: AYES: 6 Absent: Mrs. Beyer; Mr. Binns; Mrs. Markiewicz

9. **Report of the Superintendent**

SLEO Class III

Approved the appointment of **Kevin Lovgren**, as the SLEO Class III through Shared Services Agreement with Rumson Borough

Motion: Mrs. Swain Seconded: Mrs. Simons

All in favor: AYES: 6 Absent: Mrs. Beyer; Mr. Binns; Mrs. Markiewicz

The Superintendent reported on the following items:

- **School Suspension List** – As of November 14, 2018

School	Sept. 2018	Oct. 2018	Nov. 2018
Deane-Porter	0	0	0
Forrestdale	0	2	0

- **Enrollment** – As of November 14, 2018

Deane-Porter	Forrestdale	District
387	610	997

- **EVVRS/HIB REPORT PRESENTATION**

Presentation of the Harassment, Intimidation, and Bullying (HIB) report for (Oct. 25, 2018 - Nov. 14, 2018)

Incidents	Forrestdale	Deane-Porter	District
# of total EVVRS Incidents	0	0	0
# of HIB Investigations	2	0	2
# of HIB Incidents determined	0	0	0

The following consent agenda items (a-b) were approved upon the recommendation of the Superintendent:

Motion: Mrs. Swain Seconded: De. Connors

All in favor: AYES: 6 Absent: Mrs. Beyer; Mr. Binns; Mrs. Markiewicz

- a. **Acceptance of Safety and Security Report**

Acceptance of the Safety and Security Report for October 2018:

School	Type of Drill	Occupants Involved	Date and Time
DP	Fire Drill	All Staff & Students	10/05/18 @ 2:25 pm
FD	Fire Drill	All Staff & Students	10/05/18 @ 10:40 am
DP	Fire Drill	All Afterschool Staff & Students	10/09/18 @ 3:29 pm
FD	Fire Drill	All Afterschool Staff & Students	10/09/18 @ 3:52 pm
FD	Security Drill - Lockdown Drill	All Staff & Students	10/10/18 @ 2:36 pm
FD	Security Drill - Lockdown Drill	All Afterschool Staff & Students	10/12/18 @ 3:45 pm

DP & FD	Bus Evacuation Drill	All Staff & Students	10/12/18
DP	Security Drill - Evacuation Drill	All Staff and Students	10/16/18 @ 2:35 pm

b. EVVRS/HIB REPORT APPROVAL

Approved the Harassment, Intimidation, and Bullying (HIB) report for (September 26 - October 24, 2018)

Incidents	Forrestdale	Deane-Porter	District
# of total EVVRS Incidents	0	0	0
# of HIB Investigations	2	0	2
# of HIB Incidents determined	1	0	1

10. Education Committee

- Report of Meeting- No meeting held.
- Approved the following consent agenda items (a-i) which are being presented upon the recommendation of the Superintendent:

Moved: Mrs. Swain Seconded: Mrs. Melia

Roll Call Vote: AYES: 6 Absent: Mrs. Beyer; Mr. Binns; Mrs. Markiewicz

a. Donation Acceptance

Accepted the generous donation of Flexible Seating for the Kindergarten from donorschoose.org valued at \$3,065.23.

b. CPC Behavioral Healthcare

Approved the Service Contract for return to school evaluation, between CPC Behavioral Healthcare, Inc. and The Rumson School District effective on or about December 1, 2018 through June 30, 2019.

c. Non-Resident Tuition Student Admission

Approved the admission of non-resident tuition students as follows:

Grade level	Non-Resident Tuition Rate	Start Date
Grade 1 (Future resident)	\$9,000/yr prorated	11/12/18
Grade 5 (Non-resident)	\$9,000/yr prorated for 8 months	11/12/18
Preschool (Staff member)	\$1,400/yr prorated for 8 months	11/05/18

d. Fall Sports Banquet

Approved the Fall Sports Banquet to be held on Dec. 4, 2018 @ 6:30 pm - 8:30 pm.

e. SGA Movie Night

Approved SGA Movie Night, Grades 4 & 5, December 14, 2018 from 7:00 - 9:00 pm in FD Cafeteria.

f. Class Trips

Approved the following class trips:

Class	Staff / Parents Attending	Location of Trip	Date	Cost to student
Grade 7	M. Montanez J. Crow K. Laviola K. Downs	Chelsea Piers, NYC Culminate the year with a grand grade-level event filled with teamwork and	5/28/18	\$118.02 each.

	J. Brown L. Jacobowitz N. Carroll S. VanDeBoe L. Holmes L. Little S. Anekwe N. Petrucelli	camaraderie		
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g. Fundraisers

Approved the following Fundraisers:

Class / Group	Event	Dates
NJHS and Maria Montanez	Pasta for Pennies (Sponsored by Olive Garden, winning HR gets a party)	Month of Jan. 2019
Bridge of Books	Book Drive hosted by Student ID #222654	Month of Nov. 2018
School Counselors	Kortney Rose Foundation - Child Brain Cancer Research Hosted by School Counselors	Month of Dec. 2018
Grade 3 Ms. Waters; Mrs. Piernik & Ms. Feeney	Food and toys for Monmouth Day Care Center - Cost of bus \$250 - Tip \$35	Dec. 17, 2018

h. Pilot Curriculum

Approved a pilot curriculum for the period from 11/12/18 - 6/20/19 for Grade 7 Algebra I students and teacher(s) at a cost of \$10/student (total cost \$110) using the following material: Big Ideas Math: A Common Core Curriculum Algebra I ©2019.

i. TREP\$ Market

Approved TREP\$ Market after school event on December 13, 2018 for Gr. 4-6 JET Students in the FD Gym.

11. Personnel Committee

- Report of meeting.
- Approved the following consent agenda items (b-h) which are being presented upon the recommendation of the Superintendent:

Moved: Mrs. Swain Seconded: Dr. Connors

Roll Call: AYES: 6 Absent: Mrs. Beyer; Mr. Binns; Mrs. Markiewicz

a. Approved at the beginning of the meeting.

b. Resignation

Accepted, with regret, the letter of resignation from **Pat Caudo**, Administrative Assistant to the Business Administrator, with her last day of employment to be on or before December 28, 2018.

c. Family Medical Leave

1. Retroactively approved the Family Medical Leave request from **Jenn Crow**, to commence on October 31, 2018 using accumulated sick time to cover this leave and planning to return on/or about November 26, 2018.

2. Approved the Family Medical Leave request from **Megan Siclare**, to commence on January 15, 2019 using 6 sick days Jan. 16th through Jan. 24, 2019 current due date. Then to use 20 days from January 25 through February 22, 2019, requesting to be placed on NJFLA commencing on Feb. 23 and through April 14, 2019, planning to return to work on/or about April 15, 2019.

d. Leave Replacement

1. Approved the appointment of **Sean Dwyer**, as the MS Science Leave Replacement for Jenn Crow being hired through Source 4 Teachers at \$200/day, beginning on 11/12/18 through on or about 11/26/18.
2. Approved the appointment of **Marilyn Matuch**, as the LDTC replacement for Sandy Self, being hired through M &M Educational Consulting for \$100.00 per hour for up to a minimum of 3 days per week. Total period from 12/12/18 to on/or about 4/6/19 plus two (2) additional overlap days.

e. Homebound Instruction

1. Approved rescinding the appointment of **Mary Argilagos**, as Homebound Instructor.
2. Approved retroactive appointment of **Christyn Glover**, as Homebound Instructor, at the rate of \$35/hour for up to 10 hours per week starting on/or about October 29, 2018 for a time to be determined.

f. Unpaid Leave Request

Approved the following unpaid leave request:

Staff Member	Unpaid Date
Liz Waters	February 8, 2018

g. Job Description Approval

Approved the job description for **Student Assistance Coordinator/Counselor (SAC)**.

h. Additional Compensation

Approved the following additional compensation:

Staff	Duty	Hours/Payment/hr	Total Pay
Nancy Kegelman (boys) Bridget Albrizio (girls)	Basketball Evaluators (2)	Up to 6 hrs ea. (12 hrs total)/ \$50.33/hr	\$301.98 each
Carol Low Sani Anekwe	Home Basketball Chaperones (2)	Up to 2 hrs/game. All home games (up to 20) @ \$50.33/hr	Up to \$2,013.20 each

Mrs. Beyer arrived at 7:55 pm

12. **Finance and Facilities Committee**

- Report of Meeting
- Approved the following consent agenda items (a-h) upon the recommendation of the Superintendent:

Moved: Mrs. Swain Seconded: Mrs. Simons

Roll Call Vote: AYES: 7 Absent: Mr. Binns; Mrs. Markiewicz

a. **Bills & Claims**

Approved the November 14, 2018 bills presented for payment as per the attached Bills & Claims and hand check list plus Cafeteria Expense in the amount of **\$59,014.03**.

Fund 11	\$ 406,408.05	+ \$27,880.91	= \$434,288.96
Fund 12	\$ 0	0	0
Fund 20	\$ 44,270.56	+ \$35,502.36	= \$ 47,772.92
Fund 40	\$ 0	0	0

Fund 61	\$ 65.36	0 = \$ 65.36
Total	\$ 450,743.97 + \$31,383.27	= \$482,127.24

b. Board Secretary’s Report

Accepted the Board Secretary’s Report to the Board of Education for the month ending October 30, 2018 including report of amounts appropriated, expended and transferred into or out of any item of appropriation, and to note that the report has yet to be reconciled with PANDA, LLC Reconciliation Service.

c. Transfers

Approved the Board to ratify transfers made in the past 30 days by the Chief School Administrator within the 2018-2019 budget. See attached.

d. Board Secretary’s Monthly Certification

Accepted the Board Secretary’s Monthly Certification Budgetary Line Item Status Report:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that as of November 14, 2018 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Board Secretary

Date

e. Monthly Certification Budgetary Major Account Fund Status Report

AcceptedThe Monthly Certification Budgetary Major Account Fund Status Report:

RESOLVED: that pursuant to N.J.A.C. 6A:23-2-11(c)4 the Board certifies that as of November 14, 2018 after review of the Board Secretary’s and monthly financial reports, in the minutes of the Board each month no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b).

f. Energy Services Appointment Resolution

Approved the following Resolution Appointing Energy Services Company.

WHEREAS, The Board of Education of the Borough of Rumson in the County of Monmouth, New Jersey (the “Board of Education” or the “School District”) conducted energy audits of the School District schools and facilities pursuant to the Local Government Energy Audit Program, and such audits were completed and delivered to this to this Board of Education; and

WHEREAS this Board of Education has determined to consider the implementation of an energy savings improvement program pursuant to N.J.S.A. 18A:18A-4.6 and to seek the assistance of an energy services company (an “Energy Services Company”) through competitive contracting pursuant to N.J.S.A. 18A:18A-4.6(b)(1) and N.J.S.A. 18A:18A-4.1 for assistance with the development and implementation of an energy savings plan; and

WHEREAS this Board of Education advertised on August 4, 2018 for receipt of proposals by September 26, 2018 through competitive contracting in accordance with N.J.S.A. 18A:18A-4.1 *et seq.* to select an Energy Services Company in order to prepare an energy savings plan with the intent to later enter into a contract to implement energy conservation measures selected by the Board of Education and described in the plan; and

WHEREAS proposals were submitted by DCO Energy, LLC, Honeywell International, Inc. (“Honeywell”), Energy Systems Group, LLC and Johnson Controls, Inc., in accordance with the advertised Request for Proposals to Select an Energy Services Company to Develop and Implement an Energy Savings Plan through an Energy Savings Improvement Program (the “RFP”); and

WHEREAS a committee was selected to review the proposals and report to the Board of Education the results of their review, a copy of which report was submitted to this Board of Education; and

WHEREAS, after reviewing the report of the committee, this Board of Education has determined that it is in the best interest of the School District to appoint Honeywell as the Energy Services Company with which the Board of Education will work to prepare an energy savings plan for the School District; now therefore,

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF RUMSON IN THE COUNTY OF MONMOUTH, NEW JERSEY AS FOLLOWS:

- Section 1. The proposal submitted by Honeywell, dated September 26, 2018, in accordance with the School District’s RFP (the “Honeywell Proposal”) is hereby approved.
- Section 2. The Board President is hereby authorized to execute and to enter into any contract that may be required to implement this resolution in a form consistent with the RFP and the Honeywell Proposal and approved by McManimon, Scotland & Baumann, LLC, Bond Counsel. The Honeywell Proposal stipulates that Honeywell will charge no fee for assistance with the development of the energy savings plan and will assist the Board of Education with implementation of the energy savings plan once it is verified by an independent third party and approved by the Board of Education and this Board of Education determines the energy conservation measures to be implemented in accordance with the plan for the fees set forth in and in accordance with the RFP and the Honeywell Proposal and a contract to be entered into by and between the Board of Education and Honeywell, also in accordance with the RFP and the Honeywell Proposal and in a form approved by this Board of Education.
- Section 3. The Board Secretary is hereby authorized and directed to publish a notice of contract awarded in the newspaper as required by law
- Section 4. The Board of Education hereby declares its intent to issue tax exempt obligations to provide for funding as may be deemed necessary in a subsequent resolution of this Board and to use the proceeds to pay or reimburse any expenditures for the costs of the energy conservation measures in an amount not exceeding \$250,000 until the actual amount of such funding is determined. This Section 3 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.
- Section 5. This resolution shall take effect immediately.

g. Use of Facilities

Approved the following use of facilities:

Organization	Activity	Location	Date/Time
Rumson Recreation Kevin Delia	Travel Basketball Games	FD Gym	Sundays 11/04/18 - 12/02/18 12:00 pm - 6:00 pm

h. Travel and Related Expenses

Approved travel and related expenses, as follows:

Name	Date	Event / Location	Cost	Mileage/cost
John Bormann Vera Ridoux Keith Laviola	12/7/18	Council of Holocaust Educators Conference “Contemporary Issues and Relevance to Human Struggle” /Chhange/Brookdale CC	\$50/ea for JEB and VR 6-8 teachers incl in Chhange contract	NA
Louis Pelissier Chris Macioch	11/13/18	Monmouth County Tech Council meeting / NJDOE / Marlboro BOE office	NA	NA
Sue Schoenfeld Taylor Young Huber	11/30/18	Units of Study: Reading & The NJ State Assessment/TCWRP Somerset	\$165/each	SS -19/ \$5.89 TYH - 21.2 /\$6.57
Jennie Lucci	11/30/18	Project-Based Learning Webinar /Performing In Education/ online	\$79	NA
Lu Holmes	12/3/18	NJ Health Educator Conference / NJASPERD/ Edison	\$85	14.4/ \$4.46 Tolls \$4

Robin Gordon Jim Schnappauf Bob VanDeBoe Lu Holmes	2/25/19 2/26/19	NJAHPERD Annual Convention / NJAHPERD / Long Branch	\$190/ea	NA
Kate Sullivan	12/19/18	Middle/HS Peer Mediation Training / NJSBA / New Brunswick	NA	NA
Maureen Gordon	12/14/18	Shore G&T Consortium Meeting / Ocean Twp.	NA	NA
Kate Sullivan	1/11/19	Elementary Conflict Resolution Training / NJSBA / New Brunswick	NA	NA
Shari Feeney Gina Varanelli Sara Stanziola Brooke Huff Jennie Lucci Karen Newman	11/16/18	Early Childhood Education Summit / NJPSA / Monroe Twp.	NA	GV: 22.6/\$7.01
Alexandra Copman	11/21/18	Education Partnership Mental Health Presentation / Monmouth County CIACC / West Long Branch	NA	NA

13. **Planning Committee** - No meeting held.

14. **Policy Committee** - No meeting held.

15. **New Business**

- NJSBA/GSCS Delegate report
- PTO Liaison report
- REF Liaison report
- A Special Board Meeting will be held for the Public Hearing on the Budget on May 7, 2019 @ 5:30 pm
- Election Results in December 2018

16. **Communications**

To permit the fair and orderly expression of comments we ask that the public:

- Wait to be recognized
- Preface comments with your name and address
- Direct all comments to the presiding officer
- Discuss only concerns that have been previously addressed through proper administrative channels
- Refrain from using any pupil or staff member's name

The Board is happy to listen to all comments, but this may not be the forum for any and all questions

17. **Adjournment**

The meeting adjourned at 8:05 p.m.

Moved: Mrs. Swain Seconded: Mrs. Simons

All in favor: AYES: 7 Absent: Mr. Binns; Mrs. Markiewicz