



## Board Meeting Minutes

**Date:** Wednesday, December 20, 2017  
**Time:** 6:30 pm BOE Professional Development  
7:30 pm Regular Meeting  
**Location:** Higgins Library, Forrestdale School

1. **Call to Order**

The meeting was called to order by the Board President at 6:35 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	Present	Dr. Connors	Present	Mrs. O'Connor	Present
Mr. Binns	Present	Dr. Jones	Present	Mrs. Simons	Absent
Mr. Caldwell	Present	Mrs. Melia	Present	Mrs. Swain	Present (left at 7:00 pm)

5. **Board of Education Professional Development Workshop - Data Driven Decision Making - ELA** was presented by Dr. Bormann, Superintendent; Vera Ridoux, Sup. Curr, Instr & Assessment.

**The Board recessed at 7:10 pm for refreshments and reconvened at 7:32. Pm**

6. **Welcome of Visitors**

7. **Correspondence**

Monmouth County Clerk - Statement of the Results of the November 7, 2017 Election

Motion to accept the Official Statement of Results that determines the following were elected as members of the Rumson Board of Education

Kim Swain	January 1, 2018 - December 31, 2020
Kara Ann Markiewicz	January 1, 2018 - December 31, 2020
Maura Beyer	January 1, 2018 - December 31, 2020

**Motion:** Mr. Caldwell      **Seconded:** Mr. Binns  
**All in favor:** AYES: 7      **Absent:** Mrs. Swain; Mrs. Simons

8. **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.

9. **Audit Presentation**

Paul Cuva of Ferraioli, Wielkotz, Cerullo and Cuva, P.A. to present the Comprehensive Annual Financial Report (CAFR) for the 2016-2017 year.

The Board accepted the Comprehensive Annual Financial Report (CAFR) of the Rumson Borough School District for the 2016-2017 fiscal year as presented; and

Be It Further Resolved: To accept the Corrective Action Plan for no Audit Recommendations and to submit the Corrective Action Plan, the Audit Synopsis and the certified Board Minutes to the Monmouth County Executive Superintendent's office of the New Jersey Department of Education as required.

**Motion:** Mrs. Melia      **Seconded:** Dr. Connors  
**All in favor:** AYES: 7      **Absent:** Mrs. Swain; Mrs. Simons

**10. Approval of Minutes**

RECOMMENDATION:

The Board approved the following board minutes:

November 15, 2017 Regular Meeting Minutes

**Motion:** Mrs. Beyer      **Seconded:** Mrs. Melia  
**All in favor:** AYES: 7      **Absent:** Mrs. Swain; Mrs. Simons

**11. Report of the Superintendent**

The Superintendent reported on the following items:

- Report on Mr. Michael Snyder & Mr. Spencer Austin's presentation at the Fifth Annual Child and Adolescent Psychiatry Symposium: Identifying & Managing ADHD & Learning Disabilities.

- **School Suspension List** – As of December 20, 2017

School	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017
Deane-Porter	0	0	0	0
Forrestdale	0	0	0	3

- **Enrollment** – As of December 20, 2017

Deane-Porter	Forrestdale	District
408	624	1032

- **EVVRS/HIB Report Presentation**

To present the Harassment, Intimidation, and Bullying (HIB) report for (Nov. 16 - Dec. 20, 2017)

Incidents	Forrestdale	Deane-Porter	District
# of total EVVRS Incidents	0	0	0
# of HIB Investigations	7	0	7
# of HIB Incidents determined	3	0	3

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

**Motion:** Mrs. Beyer      **Seconded:** Mrs. Melia  
**All in favor:** AYES: 7      **Absent:** Mrs. Swain; Mrs. Simons

**a. Memorandum of Agreement**

The Board approved the Memorandum of Agreement between the Rumson Police Department and the Rumson School District for the 2017-2018 school year.

**b. Acceptance of Safety and Security Report**

The Board accepted the Safety and Security Report for December 2017:

School	Type of Drill	Occupants Involved	Date and Time
DP/FD	Fire Drill	All Staff & Students	12/04/17 @ 9:30 am
DP/FD	Lockdown Drill	All Staff & Students	As per schedule
DP/FD	Fire Drill	All Staff & Students	12/06/17 @ 3:45 pm
DP/FD	Lockdown Drill	All Staff & Students	As per schedule

**c. EVVRS/HIB Report Approval**

The Board accepted the Harassment, Intimidation, and Bullying (HIB) report for (Oct. 27, 2017 - Nov. 15, 2017)

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

**d. Donation Acceptance 17-18**

The Board accepted receipt of the generous donation from the PTO of \$10,000 towards the Chhange Program for the 17-18 school year..

**12. Education Committee**

- Report of meeting - Dr. Bormann reported on the meeting held on 12/06/17.
- TheBoard approved the following consent agenda items ( a-h) which are being presented upon the recommendation of the Superintendent:

Moved: Mr.Caldwell Seconded: Mrs. Beyer

All in favor: AYES: 7 Absent: Mrs. Swain; Mrs. Simons

**a. 18-19 Non-Resident Tuition Student**

The Board approved the following Non-Resident Tuition Student for the 18-19 school year:

Non-Resident Tuition Student	2018-2019 Tuition
Grade 6	RFH Staff - \$5,000/yr

**b. Kidsight USA**

The Board approved the enrollment of Forrestdale in the Lions Club Program, Kidsight USA and granted use of the Lion’s Club Spot Screener for use by the district for vision screenings.

**c. Outside Evaluator**

The Board approved adding the following therapist to the list of “Recommended Outside Evaluators” for the Rumson School District during the 2017-2018 school year, License and Liability Insurance Certificates on file in the Special Services office:

**Comprehensive Assessment Center LLC  
Dr. Melissa S. DeLuca, Psychologist  
1806 Route 35 - Suite 303  
Oakhurst, NJ 07755**

**d. Monmouth County Vocational School Program**

The Board approved the following students to attend the Monmouth County Vocational School program as follows:

Student ID#	Dates	Time	Transportation
ID#182037 ID#212509 ID#182531	1/02/18 - 1/12/18	11:30 am - 2:15 pm	R/T transportation from Career Center provided by MOESC

**e. Outside Evaluation**

The Board approved a neurological evaluation for student ID #202521 by Dr. Noah Gilson, MD, of Neurology Specialists of Monmouth County at the cost of \$400.

**f. FD Fundraisers**

The Board approved the following FD Fundraisers:

Description of Event	Month	Run by
Foster Care	January 2018	Student ID #2682668917
Charity for Water	February 2018	Grade 6 Team
St. Jude	March 2018	NJHS

Pasta for Pennies	April 2018	Nurse Montanez
Juvenile Diabetes Walk	May 2018	NJHS
Purchase recycling bins. Hoodies and T-shirts to wear on Earth Day. Jersey Shore Apparel \$15 Hoodies - T-shirts \$10	January 2018	Environmental Club

**g. Pre-school Tuition**

The Board approved setting the tuition rate for the 2018-2019 Preschool Program at \$3,500.

**h. Alternative Ed. Program**

The Board approved CST's request to establish a self contained special education program and an additional special education teaching position for the 2017-2018 school year effective on or about January 2, 2018, and to submit to the Monmouth County Office of Education for review and approval.

**\*Mrs. Swain returned to the meeting at 7:43 pm.**

**13. Personnel Committee**

- **Report of meeting - Dr. Jones reported on the meeting held on 12/13/17.**
- **The Board approved the following consent agenda items (a-g) which are being presented upon the recommendation of the Superintendent:**

**Moved: Mrs. Swain      Seconded: Mrs. Beyer**

**Roll Call: AYES: 8      Absent: Mrs. Simons**

**a. Resignation**

The Board accepted the resignation of **Christopher Arpa**, Gr. 7 ELA teacher, effective December 31, 2017.

**b. Appointments**

**1. Grade 8 ELA Teacher**

The Board approved hiring **Liza Tamashunas**, as Grade 8 ELA Teacher, at Step M3-4 (.36 FTE) \$19,728, of the CBA, pending pre-employment medical clearance and Criminal History Review approval.

**2. Special Education Teacher**

The Board approved authorizing the Superintendent to hire a Special Education Teacher, pending pre-employment medical clearance and Criminal History Review approval through emergent hire process, to be retroactively approved by the Board of Education at the January 24, 2018 meeting.

**3. Lunch / Recess Aide Forrestdale**

The Board approved hiring **Maria Laspis-Ruscigno** as the PT Lunch/Recess in Forrestdale at a pro-rated salary of \$15.71/hr for 2.5 hrs per day, to begin on/or about January 2, 2018 for the remainder of the 17-18 school year pending pre-employment medical clearance and Criminal History Review approval through emergent hire process.

**c. Unpaid Day Request**

The Board approved the request for an unpaid day:

Staff Member	Date
Kristen Greeley	1/16/18

**d. Additional Compensation**

The Board approved the following additional compensation (\*retroactive approval):

Staff member	Duty/Date	Hours - Payment/hr	Total Payment
John Lebitsch	Pep Band at FD vs HC basketball game 2/07/18*	4 hours @ \$50.33/hr	\$201.32
Tricia Zifchak	Sub for Liz Waters in Media Center 12/08/17*	7:45 - 8:00 am @ OT rate	\$9.18
Emily Bagnell	Sub for Liz Waters in Mecia Center 12/08/17*	8:00 - 8:15 am @ \$50.33/hr	\$12.58
Sandy Pignataro	Home Basketball	3:30 - 5:30 pm -	All home games

Carol Low	Chaperones	2 hrs/game ea @ \$50.33/hr	up to 20.
Megan Siclare	Boys Basketball Evaluator	Up to 15 hrs @ \$50.33/hr	\$754.95
Bridget Albrizio	Girls Basketball Evaluator	Up to 15 hrs. @ \$50.33/hr	\$754.95

**e. Lunch/Recess Supervision Duty**

The Board approved rescinding the motion to approve lunch/recess supervision duty time and payment on the September 2017 BOE agenda and replacing it with the following lunch/recess supervision duty time and payment:

Lunch Assignment					Recess Assignment				
Staff	Total Time	Rate/hr	Total Payment per day	Total Payment per year (not to exceed)	Staff	Total Time	Rate/hr	Total Payment per day	Total Payment per year (not to exceed)
L. Holmes	19 min	\$50.33/hr	\$15.77	\$473.10	L. Holmes	19 min	\$50.33/hr	\$15.77	\$473.10
B. Hogan	19 min	\$50.33/hr	\$15.77	\$473.10	B. Hogan	19 min	\$50.33/hr	\$15.77	\$473.10
J.Schnappauf	19 min	\$50.33/hr	\$15.77	\$473.10	J.Schnappauf	19 min	\$50.33/hr	\$15.77	\$473.10
J. Ellis	19 min	\$50.33/hr	\$15.77	\$473.10	J. Novellino	19 min	\$50.33/hr	\$15.77	\$473.10
J. Ellis	19 min	\$50.33/hr	\$15.77	\$473.10	J. Novellino	19 min	\$50.33/hr	\$15.77	\$473.10
N. Carroll	19 min	\$50.33/hr	\$15.77	\$473.10	J. Novellino	19 min	\$50.33/hr	\$15.77	\$473.10
J. Piernik	26 min	\$50.33/hr	\$21.58	\$647.40	S. VanDeBoe	19 min	\$50.33/hr	\$15.77	\$473.10
R. Gordon	19 min	\$50.33/hr	\$15.77	\$473.10	K. Sullivan	19 min	\$50.33/hr	\$15.77	\$473.10
R. Gordon	19 min	\$50.33/hr	\$15.77	\$473.10	K. Kerstetter	19 min	\$50.33/hr	\$15.77	\$473.10
R. Gordon	19 min	\$50.33/hr	\$15.77	\$473.10	K.Sullivan	19 min	\$50.33/hr	\$15.77	\$473.10
V. Wagner	18 min	\$50.33/hr	\$14.94	\$448.20	S.VanDeBoe	19 min	\$50.33/hr	\$15.77	\$473.10
A.Humbert	19 min	\$50.33/hr	\$15.77	\$473.10	K.Sullivan	19 min	\$50.33/hr	\$15.77	\$473.10
J. Schnappauf	19 min	\$50.33/hr	\$15.77	\$473.10	J.Schnappauf	19 min	\$50.33/hr	\$15.77	\$473.10
J. Schnappauf	19 min	\$50.33/hr	\$15.77	\$473.10	J.Schnappauf	19 min	\$50.33/hr	\$15.77	\$473.10
J. Crow	19 min	\$50.33/hr	\$15.77	\$473.10	S. Davidson	19 min	\$50.33/hr	\$15.77	\$473.10
J. Crow	19 min	\$50.33/hr	\$15.77	\$473.10					
K. Kerstetter	19 min	\$50.33/hr	\$15.77	\$473.10					

**f. Internship / Externship Programs**

1. The Board approved **Kathleen Stigliano**, Seton Hall student, to complete 50 hours Internship for her Principal Certificate with Shari Feeney.
2. The Board approved **Nancy Hadgis**, New Jersey City University graduate student, to complete her Graduate Program Externship in Psychology with Spencer Austin from January 2, 2018 through June 30, 2018.

**g. Approved Substitutes**

The Board approved the following approved substitutes:

Name	Certificate	Expiration Date
Tricia Zifchak	NJ Substitute Cert	1/02/21

**14. Finance and Facilities Committee - No meeting held.**

The Board approved the following consent agenda item (a-f) which are being presented upon the recommendation of the Superintendent:

Moved: Dr. Jones                      Seconded: Mrs. Swain

Roll Call:                      AYES: 8                      Absent: Mrs. Simons

**a. Bills & Claims**

The Board approved the December 20, 2017 bills presented for payment as per the attached Bills & Claims and hand check list, plus Cafeteria Expense in the amount of **\$36,100.66.**

<b>Fund 11</b>	<b>\$549,215.03</b>
<b>Fund 12</b>	<b>1,645.00</b>
<b>Fund 20</b>	<b>53,946.87</b>
<b>Fund 40</b>	<b>0.00</b>
<b>Fund 60</b>	<b>46,237.05</b>
<b>Total</b>	<b>\$651,043.95</b>

**b. Board Secretary’s Report**

The Board accepted the Board Secretary’s Report to the Board of Education for the month ending November 15, 2017 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**

The Board approved the Board to ratify transfers made in the past 30 days by the Chief School Administrator within the 2017-2018 budget. See attached.

**d. Board Secretary’s Monthly Certification**

The Board 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 December 20, 2017 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**

The Board accepted The 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 December 20, 2017 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. Travel and Related Expenses**

The Board approved travel and related expenses, as follows:

Name	Date	Event /Vendor/Location	Cost	R/T Mileage /cost
Sandra Self	12/08/17	CIACC workshop on School Refusal: The Whys & how to Help, Neptune HS Performing Arts Center, Neptune, NJ	NA	NA
Lisa Eldridge Eileen Applegate Sandy Pignataro Sandy Self	4/21/18	Exceptional Children Conference through NJEA, Ocean Place Resort, Long Branch, NJ	\$30 each registration  <b>TOTAL:</b>	NA

Cathy Obszarny Katie Gregory John Bellevance Spencer Austin Carol Low Amy Lepping			<b>\$300</b> (From IDEA grant)	
Louis Pelissier	1/25-26/18	NJASA Techspo, Atlantic City, NJ	\$425 reg.	112/\$34.72/day Parking & tolls \$26/day \$121.44 total
Jamie O'Brien	1/03/18	Asbestos Operations & Maintenance refresher, NAETI, Ocean, NJ	\$135 reg.	NA
Brittaney Flynn Judge Ellis Jenn Crow Lauren Bennett	12/6/17	Linking Assessment and Instruction Workshop / McGraw Hill Education / Liberty Science Center	NA	<b>BF:</b> 62.4 / \$19.40 Parking & tolls \$20.30 <b>JE:</b> 78/ \$24.18 <b>JC :</b> 90 / \$27.90 <b>LB:</b> 66.4 / \$20.58 Parking & tolls \$12.15
Dawn Cappetto	12/7/17	Linking Assessment and Instruction Workshop / McGraw Hill Education / Camden Aquarium	NA	74.9 / \$15.62
S. VanDeBoe Lisa Jacobowitz Joe Novellino Scott Davidson Suzanne Mauri Heather Mutto Lauren Bennett Jenn Crow Judge Ellis	3/13/18	Tri District Articulation / RFH Regional HS  Math - half day PM Science - half day AM	NA	NA
Keith Laviola Jennifer Stahl Kristen Downs	1/30/18 (PM)	Using Survivor Suitcases Workshop / Chhange / Brookdale CC	\$900 (From PTO Grant)	NA
Brittaney Flynn	1/16-18/18 2/6-8/18	NJSLA-S Elementary School Assessment Committee / NJDOE / New Brunswick	NA	NA - Reimbursed by state
Amy Lepping Aimee Humbert Meghan Kain Brittney Hogan Pam Mannion Amanda O'Neill Kim Rose Meghan Rady	1/11/18	Art Educators Workshop / Chhange / Brookdale CC	\$40 ea  <b>TOTAL:</b> <b>\$320</b> (Partially funded by PTO grant)	NA
Maureen Gordon	1/13/18	Future City Competition, Rutgers University Student Center, Piscataway, NJ	\$25 (through JET funds)	NA

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

16. **Policy Committee**

- **Report of meeting - Dr. Connors reported on the meeting held on 12/13/17.**
- **The Board approved the following consent agenda item (a) which is being presented upon the recommendation of the Superintendent:**

**Moved:** Mrs. Beyer      **Seconded:** Mr.Caldwell

**Roll Call:**      **AYES:** 8      **Absent:** Mrs. Swain

**a. First Reading**

The Board approved the first reading on the following new and updated policies and regulations:

- P2700 - Services to Non-Public School Students
- P&R 7100 - Long Range Facility Planning
- P&R 7102 - Site Selection and Acquisition
- P7130 - School Closing
- P7300 - Disposition of Property
- R7300.4 - Disposition of Federal Property
- P5111 - Eligibility of Resident-Nonresident pupils
- P8505 - Wellness Policy-Nutrient Standards

**17. New Business**

- **Re-organization meeting to be held on Wed., January 3, 2018 at 6:30 pm**
- **NJSBA/GSCS Delegate report**
- **PTO Liaison report**
- **REF Liaison report**

**18. Communications**

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

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

**19. Executive Session**

RECOMMENDATION:

The Board approved the following resolution at 7:52 p.m.

I move that the Board of Education recess to an Executive Session for consideration of issues dealing with

- Personnel
- Negotiations

Action may be taken on these items when the Board later returns to Public Session. Minutes of the Executive Session will be released to the public after the reasons for non disclosure no longer exist.

**Motion: Mrs. Swain Seconded: Mrs. Melia**

**All in Favor: AYES: 8 Absent: Mrs. Simons**

**20. Roll Call upon return to public session at 8:35 pm**

Mrs. Beyer	Present	Dr. Connors	Present	Mrs. O'Connor	Present
Mr. Binns	Absent (left 8:30 pm)	Dr. Jones	Present	Mrs. Simons	Absent
Mr. Caldwell	Present	Mrs. Melia	Present	Mrs. Swain	Present

**21. Adjournment**

The Board adjourned the meeting at 8:36 p.m.

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

**Respectfully submitted by:**

\_\_\_\_\_  
**Ms. Debra Allen, School Business Administrator/Board Secretary**