



## BOARD MEETING MINUTES

Date: Wednesday, March 15, 2017  
Time: 6:30 pm BOE PD - 7:30 pm Regular Board Meeting  
Location: Higgins Library, Forrestdale School

1. **Call to order**

The meeting was called to order by the Board President at 6:40 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 School, Rumson Borough Hall and the Oceanic Library.

4. **Roll Call**

Mrs. Beyer	Present	Dr. Connors	Present (7:15pm)	Mrs. O'Connor	Present
Mr. Binns	Absent	Dr. Jones	Present	Mrs. Simons	Present
Mr. Caldwell	Present	Mrs. Melia	Present	Mrs. Swain	Present (7:25pm)

Others Present: Dr. John Bormann, Superintendent; Debra Allen, SBA/BS and the public.

5. **Board of Education Professional Development - ESSA**

6. **Welcome Visitors**

7. **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.

8. **Correspondence** - None

9. **Approval of Minutes**

**RECOMMENDATION**

The Board approved the following minutes:

February 22, 2017 Regular meeting minutes & closed session minutes

**Moved:** Mrs. Beyer      **Seconded:** Mrs. Simons

**Discussion:** None

**All in Favor:** AYES: 8      **Absent:** Mr. Binns



**10. Report of the Superintendent**

The Superintendent reported on the following activities and events:

- **School Suspension List**

School	Sept. 2016	Oct. 2016	Nov. 2016	Dec. 2016	Jan. 2017	Feb. 2017	Mar. 2017
Deane-Porter	0	0	0	0	0	0	0
Forrestdale	0	0	0	0	2	0	0

- **Enrollment - as of March 22, 2017**

Dean-Porter	Forrestdale
392	601

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

Moved: Mrs. Simons      Seconded: Dr. Jones

Discussion: None

All in favor: AYES: 8      Absent: Mr. Binns

**a. School Safety and Security Report**

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

School	Type of Drill	Occupants Involved	Date and Time
DP & FD	Fire Drill	All Staff & Students	3/13/17 @ 2:45 pm
DP & FD	AED Drill	All Staff & Students	Scheduled
DP & FD	Bomb Threat / Evac	All Staff & Students	Scheduled

**b. EVVRS/HIB REPORT APPROVAL**

The Board accepted the Harassment, Intimidation and Bullying (HIB) report for January 26 to February 22 , 2017.

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



**c. EVVRS/HIB REPORT PRESENTATION**

The Harassment, Intimidation, and Bullying (HIB) report for February 23 to March 15, 2017 was presented:

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

**11. Education Committee**

- **Report of Meeting** - Mrs. Swain reported on the meeting held on 3/8/17.
- **The Board approved the following consent agenda items (a- e) upon the recommendation of the Superintendent:**

**Moved:** Mrs. Beyer      **Seconded:** Mrs. Simons

**Discussion:** None

**Roll Call Vote:** AYES: 8      **Absent:** Mr. Binns

**a. 17-18 Non-Resident Tuition Students**

The Board approved the enrollment of the following Non-Resident Tuition Students for the 17-18 school year::

Non-Resident Tuition Student	Tuition	Total
4 - Elementary (K-5) students	\$9000/yr each	\$36,000
3 - Middle School (6-8) students	\$10,000/yr each	\$30,000
4 - Elementary (K-3) staff students	\$4,500/yr each	\$18,000
4 - Middle School (6-8) staff students	\$5,000/yr each	\$20,000

**b. Outside Contractor**

The Board approved retroactively **Vivian Attansio, BCBA**, for services for Student ID #192001 for up to 4 hours per week from January 3rd - March 15, 2017, at a cost of \$125/hour for a total cost of \$5,500.

**c. Fundraisers**

The Board approved the following fundraisers:

Grade	Fundraiser/Cost	Dates	School
SGA & Gr. 6	<i>Charity for Water</i> - Jars in cafeteria to collect spare change to do any of the following to teachers... shave beards, lunch with teacher, etc.	March - May	Forrestdale
SGA & Gr. 6 <b>6 Chaperones Needed - TBD</b>	<i>Teacher Lip Sync Battle</i> - Students pay admission to attend \$5 each.	3/31/17	Forrestdale
PTO	<i>Lunch Break</i> - Donation Bin for gently	Now through	Forrestdale



	used prom gowns, tux, shoes, accessories	3/31/17	
Gr. 4 & 5	<i>Penny collection</i> - For Greenhouse concrete poured path with copper accents.	March - May	Forrestdale

**d. Home Instruction**

The Board approved home instruction for Student ID #3807899451 from 3/6/17 through 4/6/17 for up to 10 hours per week at \$47/hour for a total of \$2,350, provided by Education Inc.

**e. Donation**

The Board accepted donation from Acme, Fair Haven, of concession items to the Forrestdale School for the Evolution of Music show on March 15th. This fundraiser is sponsored by the National Junior Honor Society (NJHS). The money raised will go towards 8th Grade Graduation activities.

**12. Personnel Committee**

- **Report of Meeting** - Dr. Jones reported on the meeting held on 3/8/17.
- **The Board approved the following consent agenda items (a - g) upon the recommendation of the Superintendent:**

**Moved:** Mrs. Swain      **Seconded:** Mrs. Simons

**Discussion:** None

**Roll Call Vote:** AYES: 8      **Absent:** Mr. Binns

**a. Appointment**

**Speech Therapist**

The Board approved the appointment of **Jennifer Lynn Nolet, Speech Therapist**, at Step 1 MA \$54,400 of the REA negotiated agreement, to begin September 1, 2017 through June 30, 2018, pending criminal history review approval.

**b. Pre-Student Teaching Experience**

The Board approved Pre-Student Teaching Experience for **Jeffrey Brace, Drexel Student**, Grade 2 ICR classroom with Colleen Henrikson for 60 hours beginning on April 3, 2017 through June 16, 2017, pending criminal history review approval.

**c. RFH Senior Project Program**

The Board approved **Alexis Rogers, RFH Senior Student**, to work as an intern with Scott Davidson, her mentor for the 17-18 school year for up to 10 hrs./week minimum.

**d. Family Medical Leave (FMLA)**

The Board approved retroactively family medical leave (FMLA) request from **Nicholas Varanelli**, Teacher, beginning on Feb. 24, 2017 until further notice.

**e. Additional Compensation**

The Board approved the following additional compensation:

Staff Member	Activity	Hours/Date	Amount Paid
Corine Brennan	Bus Aide (round trip) for Student ID#192008	Up to 1 hr. on 3/21/17 Up to 1 hr. on 3/31/17	\$50.33/hour x 2 hrs = <b>\$100.66 TOTAL</b>
Meaghan Cavanaugh	LLI Training	Up to 3 hrs. (8:30-11:30) on 3/7/17 (Forrestdale School)	\$35/hour = <b>\$105.00 TOTAL</b>



**f. Class Trips**

The Board approved the following class trip:

Class	Date	Locatio	Cost/Transportation
Gr. 7 - Up to 30 students	5/18/17 - 8:45-12:30pm	Sandy Hook - interdisciplinary marine and environmental education experience.	N/A - Students provide their own transportation
Grade 7	4/01/17 - 10:00 am - 12pm	Sandy Hook - plant their dune grass to raise awareness of importance of dune grass.	N/A - Students to provide their own transportation
Grade 3	3/30/17	Liberty Science Center, Jersey City, NJ	Cost to students: \$42.00

**g. Unpaid Leave**

The Board approved the following unpaid leave request:

Staff Member	Date of Leave
Lauren Krystopowicz	April 18, 2017

**13. Finance and Facilities Committee**

- **Report of Meeting** - Mrs. Melia reported on the meeting held on 3/9/17.
- **The Board approved the following consent agenda items (a - i) upon the recommendation of the Superintendent:**

**Moved:** Dr. Jones      **Seconded:** Mrs. Swain

**Discussion:** None

**Roll Call Vote:** **AYES: 8**      **Absent: Mr. Binns**

**a. Bills & Claims**

The Board approved the March 2017 bills presented for payment as per the attached Bills & Claims and hand check list plus Cafeteria Expense in the amount of \$42,358.60.

**b. Board Secretary's Report**

The Board approved accepting the Board Secretary's Report to the Board of Education for the month ending February 28, 2017 including report of amounts appropriated, expended and transferred into or out of any item of appropriation, and to note that the report has been reconciled with PANDA, LLC Reconciliation Service.

**c. Transfers**

The Board approved ratifying transfers made in the past 30 days by the Chief School Administrator within the 2016-2017 budget. See attached.

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

The Board approved accepting 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 March 15, 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 approved accepting 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 March 15, 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 the following Travel and Related Expenses:

Name	Date	Event / Location	Cost	Mileage /cost
John Bormann	1. 3/27/17 2. 6/13/17	<b>NJPSA/FEA Legal One Workshops:</b> 1. Sub/ Teacher & Legal Liability 2. Beyond Gender Identity	1. \$75.00 2. \$150.00	N/A
Jay Bellavance	3/23/17	Bomb Threat Assessment: Awareness and Response, Monmouth Prosecutors Office, Freehold, NJ	N/A	32.2 miles total/ \$10.00
Chris Novelli	3/23/17	Bomb Threat Assessment: Awareness and Response, Monmouth Prosecutors Office, Freehold, NJ	N/A	28.4 miles total/ \$8.80
Nancy Pearson	3/16/17	NJASK Science - School Coordinator Training / DOE / Mt. Laurel	\$0	106 miles / \$32.86
Chris Novelli	3/23/17 3/28/17 4/4/17 4/6/17 4/11/17	Preventive Maintenance Training / Rutgers Ctr. for Govt. Svcs / Neptune	\$560	160 total / \$49.60
Ursula Glackin	4/27/17 4/28/17	NJSHA Annual Convention / NJSHA / Long Branch	\$250	NA
Jennifer Wargo	6/12/17 6/13/17	Google Level 1 Certification Bootcamp / Kiker Learning / Matawan	\$275	62.8 total / \$19.47
Liz Waters Maureen Gordon	3/17/17	Gifted Education Conference / NJAGC / Mercer County College	\$219ea \$438 total	NA
Shellie Miller	3/31/17	Pre-K Handwriting Without Tears training/ HWT / Princeton	\$500	NA
Debra Allen	6/7-9/17	NJASBO Annual Conf., AC, NJ	\$275	\$250 Transportation Expenses

**g. NJSIG Safety Grant Award 2017**

The Rumson Board of Education approved the application for and the acceptance of the New Jersey School Insurance Group (NJSIG) Safety Grant Award for 2017 in the amount of \$5,608; funds will be applied towards renovations to the FD entry.



**h. Third Party Administrator**

The Rumson Board of Education approved PlanConnect 403(b) Non-ERISA and 457(b) Governmental Program Services Agreement to act on behalf of the district as the third party administrator. Fees will be paid for by the Investment Providers for those active and inactive Plan Participants who maintain an account with the Investment Provider

**i. Auditor**

The Rumson Board of Education approved the recommendation to appoint Paul Cuva, of Ferraioli, Wielkotz, Cerullo and Cuva, P.A. as auditor for the Comprehensive Annual Financial Report for Fiscal Year Ending June 30,2017.

**14. Tentative Budget 2017-2018**

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

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

**Discussion:** None

**Roll Call Vote:** AYES: 8 **Absent:** Mr. Binns

**a. Travel and Related Expense Reimbursement 2017-2018**

**WHEREAS**, the Rumson 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

**WHEREAS**, the Rumson Board of Education established \$60,000 as the maximum travel amount for the current school year and has expended \$60,000 as of this date; now

**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 \$60,000 for all staff and board members for the 2017-2018 school year.

**b. Adoption and Submission of the Tentative Budget 2017-2018**

The Board approved the 2017-2018 Tentative Budget as listed below for submission to the County Office of the N.J. Department of Education.

**Adjustment Enrollment**

**RESOLVED** that the Rumson Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$123,904. The district intends to utilize this adjustment for staff, supplies and materials necessary for the additional students.

**Adjustment Health Benefits**

**RESOLVED** that the Rumson Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$146,925 (\$165,225). The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.





**Capital Reserve Withdrawal  
Security Renovations and Pond Projects**

**RESOLVED** that the Rumson Board of Education requests the approval of a reserve withdrawal in the amount of \$540,000. The district intends to utilize these funds for the Security Renovations (\$60,000) and Pond Project (\$480,000).

**Emergency Reserve Withdrawal  
Security Renovations to School Entrances**

**RESOLVED** that the Rumson Board of Education requests the approval of an emergency reserve withdrawal in the amount of \$50,000. The district intends to utilize these funds to renovate the main entrance of the two schools to add security.

**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:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2017-2018 Total Appropriations	\$17,217,992	\$456,309	\$841,820	\$18,516,121
Less: Anticipated Revenues	\$1,904,737	\$456,309	\$95,573	\$2,456,619
Taxes to be Raised	\$15,313,255	\$0	\$746,247	\$16,059,502

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

**BE IT FURTHER RESOLVED**, that a public hearing be held in the Higgins Library of the Forrestdale School, Rumson, New Jersey on April 26, 2017 for the purpose of conducting a public hearing on the budget for the 2017-2018 school year.

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

16. **Policy Committee**

- **Report of Meeting** - Dr. Connors reported on the meeting held on 3/1/17.
- **The Board approved the following consent agenda items (a - b) upon the recommendation of the Superintendent:**

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

**Discussion:** None

**Roll Call Vote:** **AYES: 8**      **Absent: Mr. Binns**

a. **1st Reading**

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

- P 2415.30      Title I - Educational Stability for Children in Foster Care
- P & R 2460      Special Education
- R 2460.1      Special Education - Location, Identification, and Referral
- R 2460.8      Special Education - Free and Appropriate Public Education
- R 2460.9      Special Education - Transition from Early Intervention Programs to Preschool Programs
- R 2460.15      Special Education - In-service Training Needs for Professional and paraprofessional staff
- R 2460.16      Special Education - Instructional Material to Blind or Print-Disabled Students
- P 2467      Surrogate Parents and Foster Parents
- R5514      Student Use of Vehicles on School Grounds





**b. 2nd Reading and Adoption**

The Board approved the second reading and adoption on the following new and revised policies and regulations:

- P & R 1510 Americans with Disabilities Act
- P & R 2418 Section 504 of the Rehabilitation Act of 1973
- P & R 5116 Education of Homeless Children
- P & R 8330 Student Records
- P 3370 Teaching Staff Member Tenure
- P & R 3270 Lesson Plans and Substitute Books
- R 3321 Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
  
- P 4124 Employment Contract
- P 4126 Confidential Secretary Benefits and compensation (revoked policy)
- P 4145 Layoffs
- P 4211 Attendance (revoked replaced with P4212 with same language)
- R 4211 Support Staff Attendance (revoked - replaced with reg. 4212 with same language)
- P 8604 Safe Routes to School
- P 7461 Green Purchasing

**17. New Business**

- **NJSBA/GSCS Delegate report**
- **PTO Liaison report**
- **REF Liaison report**
- **Schedule Ethics, Board and Superintendent Evaluation**

**18. 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.

**19. Executive Session - N/A**

**20. Adjournment**

The Board adjourned the meeting at 8:05p.m.

**Moved: Mrs. Beyer      Seconded: Dr. Jones**

**Roll Call: AYES: 8      Absent: Mr. Binns**

**Respectfully Submitted,**

**Debra Allen, SBA/BS**