



**Board Meeting Minutes
July 26, 2017**

Date: Wednesday, July 26, 2017
Time: 6:30 pm Board Self Evaluation immediately followed by Regular Board 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 School, 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	Absent

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

5. Board Self-Evaluation & Goal Setting - with Kathy Winecoff from NJ School Boards Association.

6. Welcome Visitors

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. Correspondence

RECOMMENDATION

The Board accepted the following correspondence, to the extent known:

From: Linda Megill Re: Thank You

Moved: **Mr. Caldwell** **Seconded: Dr. Jones**

All in Favor: **AYES: 7** **Absent: Mrs. Simons; Mrs. Swain**

9. Approval of Minutes

RECOMMENDATION

The Board approved the following minutes:

June 14, 2017 - Regular meeting minutes and closed session minutes

Moved: Mr. Binns Seconded: Mr. Caldwell

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

10. Report of the Superintendent

The Superintendent reported on the following activities and events:

- **Enrollment - as of July 26, 2017**
DP - 393 FD - 600

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

Moved: Dr. Jones Seconded: Mr. Caldwell

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

a. 17-18 Comprehensive Equity Plan Annual Statement of Assurance

The Board approved submission of the Comprehensive Equity Plan Annual Statement of Assurance for School Year 17-18 to the County office.

b. 2016-2017 EVVRS / HIB-ITP Period 2 Report Submission

The Board approved submission of the Electronic Violence & Vandalism Reporting System (EVVRS) and HIB Investigations, Trainings and Programs (HIB-ITP) Data Collection Certification for Report Period 2 [January 1 - June 30, 2017] for District 4570, Rumson Boro.

c. EVVRS/HIB REPORT PRESENTATION

The Board accepted the Harassment, Intimidation and Bullying (HIB) report for 6/15/17 - 7/26/17

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

d. EVVRS/HIB REPORT APPROVAL

The Board accepted the Harassment, Intimidation and Bullying (HIB) report for 5/25/17 - 6/14/17

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 - No meeting held.**
- **The Board approved the following consent agenda items (a-c) upon the recommendation of the Superintendent:**

Moved: Mr. Binns Seconded: Mrs. Beyer

Roll Call Vote: AYES: 7 Absent: Mrs. Simons; Mrs. Swain

a. **16-17 Promotion/Retention Rates**

The Board approved the promotion/retention rates for Deane-Porter and Forrestdale schools for the 16-17 school year:

Grade	# of Students	Promotion Rate	Retention Rate
<u>Deane-Porter</u>			
K	65	95.5%	0.05%
1	102	100%	0%
2	103	100%	0%
3	104	100%	0%
<u>DP TOTAL:</u>	374	99.5%	0.05%
<u>Forrestdale</u>			
4	120	100%	0%
5	102	100%	0%
6	125	100%	0%
7	136	100%	0%
8	117	100%	0%
<u>FD TOTAL:</u>	600	100%	0%

b. **Grade 6 Math textbook purchase**

The Board approved purchase of additional textbooks for Gr. 6 math:

GRADE	Textbooks
Grade 6	<u>Big Ideas Green, Larsen © 2012 Common Core Edition</u>
Grade 6	<u>Big Ideas Orange Advanced II, Larsen © 2012 Common Core Edition</u>

c. **Anticipated Fundraisers for 2017-2018**

The Board approved the following anticipated fundraisers for 2017-2018:

Fundraiser
7th Grade Mixed Bag fundraiser (for 8 th grade DC trip) 8 th Grade Car Wash 8 th Grade Yankee Candle Fundraiser 8 th Grade Halloween Dance at Bingham Hall 8 th Grade Annual Basketball Game FD/Holy Cross 8 th Grade Pancake Breakfast Four School Dance (8 th Gr. Fundraiser) Spirit Club Water Bottles Sales NJHS charger fundraiser Graduation Balloon Sale - 7th Grade Fundraiser Follies Concession -8th Grade Fundraiser

12. **Personnel Committee**

- **Report of Meeting - No meeting held.**
- **The Board approved the following consent agenda items (a-v) upon the recommendation of the Superintendent:**

Moved: Mr. Binns Seconded: Mr. Caldwell

Roll Call Vote: AYES: 7 Absent: Mrs. Simons; Mrs. Swain

a. Resignation

The board accepted the resignation of **Aaron Pollack**, Playground/Recess Aide, effective immediately.

b. Appointments

1. P/T School Receptionists Deane-Porter

a) AM School Receptionist

The Board approved the appointment of **Debra Harwood** as **P/T AM School Receptionist** at Deane-Porter for the 2017-2018 school year at a salary of \$15.71/hr from 8:15 am - 11:45 am, as per the CBA.

b) PM School Receptionist

The Board approved the appointment of **Brenda Ward** as **P/T PM School Receptionist** at Deane-Porter for the 2017-2018 school year at a salary of \$15.71/hr from 11:45 am - 3:15 pm, as per the CBA, pending criminal history review approval.

2. Kindergarten Leave Replacement - 17-18

The Board approved contracting the services of **Theresa Agro**, through Source4Teachers to pay \$200/day, as a non-tenure track long term leave replacement teacher for Mrs. Berger to begin on September 5, 2017 through on or about January 10, 2018.

c. Child Care Leave of Absence Request

The Board approved **Kristen Downs** request for unpaid Child Care Leave from September 1, 2017 through December 31, 2017 as per the CBA, and planning to return on or about January 2, 2018. NJFLA will run through November 14, 2017.

d. 17-18 Maintenance Supervisor Contract

The Board approved **Thomas Smith's** employment contract retroactive to July 1, 2017 through June 30, 2018 at the correct salary of \$48,748.34 and to rescind the stipend approved June 16, 2017.

e. Summer Custodians

1. The Board approved **Nick Colantino** as a summer custodian for up to 40 hours per week effective June 20, 2017 through September 4, 2017 at \$12/hour.
2. The Board approved **Cory O'Brien** as a summer custodian for up to 40 hours per week effective July 17, 2017 through September 4, 2017 at \$12/hour.

f. Volunteer for ESY PreK Program

The Board retroactively approved **Thomas Kilborne**, RFH High School Student, to volunteer in the ESY PreK Program from July 5 through July 31, 2017, two days per week on Mondays & Wednesdays, pending criminal history review approval.

g. 17-18 Extra-Curricular Appointments

The Board approved the following 17-18 Extra-Curricular appointments and *corrected stipends:

Name	School/Appointment	Grade Level	Stipend Paid
1. Barbara Leutz 2. Vinny Sabatino	FD Drama	Grades 6, 7, 8	*\$1,510/yr. (Leutz) *\$3,020/yr. (Sabatino)
Lisa Jacobowitz	Math League	Grades 7, 8	*\$1,409/yr.
Robin Yaeger	DP Art Enrichment Club	Grade 3	\$1,107/yr.
Brittaney Flynn	FD STEM Club	Grades 4-5	\$1,006/yr

h. New Teacher Orientation/Bulldog Buddies

The Board approved teachers as Bulldog Buddies for new teacher orientation workshop presentations on August, 2017 from 9:00 am to 2:30 pm..

Staff Member	Position	Bulldog Buddy	Hours	Rate / Hour	Total Cost
Jennifer Nolet	Speech Therapist	Ursula Glackin	9:00-2:30 pm	\$35/hr	\$192.50
Theresa Agro	Leave Replacement (Sara Stanziola)	Brook Huff	9:00-2:30 pm	\$35/hr	\$192.50

i. Teacher Mentor

The Board approved the appointment of **Jennifer Olsen** as the new teacher mentor for **Jennie Lucci**, Kindergarten Leave Replacement Teacher, at a pro-rated fee of \$550, to be paid by the mentee to the mentor through the school district for the duration of the program.

j. Unpaid leave request

The Board approved the request for an unpaid leave:

Staff member	Date of Leave
Marissa Massarotti	11/08/17

k. District Educational Stability Liaison

The Board approved **Kerri Walsifer** as the District Educational Stability Liaison.

l. District ABC: Anti-Bullying Coordinator

The Board approved **Kerri Walsifer** as the District ABC: Anti-Bullying Coordinator.

m. State Testing Coordinator: School Testing Coordinator FD

The Board approved **Nancy Pearson** as the State Testing Coordinator: School Testing Coordinator.

n. State Testing Coordinator: School Testing Coordinator DP

The Board approved **Jessica Piernik** as the State Testing Coordinator: School Testing Coordinator.

o. District Affirmative Action Officer (AAO)

The Board approved **Michael Snyder** as the District Affirmative Action Officer for staff.

p. District 504 Coordinator

The Board approved **Kerri Walsifer** as the District 504 Coordinator.

q. Child Abuse Liaison

The Board approved Kerri Walsifer as the Child Abuse Liaison.

r. Grade 4 Student Orientation

The Board approved the following teachers for Grade 4 Student Orientation:

Teacher	Date	Total Hours/Payment
Lori Pomphrey Loreen Haldane Kelly McGowan Megan Salowe Jamie Wagner	August, 2017	Up to 3 hrs @ \$35/hr = \$105 each

s. Kindergarten Orientation

The Board approved the following teachers for Kindergarten Orientation:

Teacher	Date	Total Hours/Payment
Brook Huff Gina Varanelli Karen Newman Theresa Agro Nancy Kelly	August, 2017	Up to 3 hrs @ \$35/hr = \$105 each

t. Student Teachers

1. The Board approved request for placement of **Alivia Carlton**, Monmouth University student to complete her Student Teaching yearlong clinical practice in K-12 Spanish, , Sept. 5, 2017 through April 27, 2018 with Susan Strauss, Spanish Teacher.
2. The Board approved request for placement of **Melissa Hubbard**, Monmouth University student to complete Student Teaching clinical practice in 7-8 Social Studies for the Fall 2018 from Sept. 5, 2017 to Dec. 15, 2017 with Keith Laviola.

u. Additional Compensation

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

Staff Member	Date(s) / Hours	Event	Amount Paid
Brittaney Flynn	*6/01/17 / 7:45-8:25 am	Cover Library AM Duty for Liz Waters	40 min @ \$50.33/hr = \$33.56
	*6/05/17 / 7:45-8:25 am		40 min @ \$50.33/hr = \$33.56
			TOTAL: \$67.12
Mary Jo O'Neil (Sub-Nurse)	8/16/17	Assist Maria Montanez with Sports Physicals	Half-day - \$62.50

v. Job Descriptions

The Board approved the following new/revised Job Descriptions:

- Principal
- Supervisor of Curriculum, Instructions & Assessments
- Supervisor of Special Education
- Supervisor of Guidance
- Guidance Counselor

13. Finance and Facilities Committee

- **Report of Meeting** - Mrs. Melia reported on the meeting held on 7/20/17.
- **The Board approved the following consent agenda items (a-m) upon the recommendation of the Superintendent:**

Moved: Mr. Binns Seconded: Dr. Jones

Roll Call Vote: AYES: 7 Absent: Mrs. Simons; Mrs. Swain

a. Bills & Claims

The Board approved the July 26, 2017 bills presented for payment as per the attached Bills & Claims and hand check list.

Fund 11	\$824,631.13
Fund 20	<u>\$ 304.72</u>
	\$824,631.13

b. Board Secretary’s Report

The Board approved accepting the Board Secretary’s Report to the Board of Education for the month ending June 30, 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 the Board to ratify 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 July 26, 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 July 26, 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 (*retroactive):

Staff Member	Date	Event/Location	Cost	Est. r/t/mile cost
Group registration for Up to 18 BOE/Staff members	10/23-26/17	NJSBA Workshop 2017, Atlantic City, NJ	<u>Registration:</u> \$1,500/up to 18 members	TBD
Denise Guerici	8/02/17	Regional Training for Certification, Rowan Univ, Glassboro, NJ	NA	163.2 r/t/m = \$51.00 Tolls = 3.70 TOTAL: \$54.70
John Bormann	8/29/17	Legal One - Wksp Student Code of Conduct, FEA, Monroe, NJ	\$50.00	NA
John Bormann Shari Feeney Jennifer Gibbons Michael Snyder	8/24/17	Danielson Refresher Stockton College, Galloway, NJ	<u>Registration:</u> \$106.00 each TOTAL: \$530	JB -112.8 r/t/m = \$35.00 SF- 142 r/t/m = \$44.00 JG - 142 r/t/m = \$44.00 MS - 137.6 r/t/m = \$42.70

Vera Ridoux Kerri Walsifer				VR - NA KW - 106 r/t/m = \$32.90
John Bormann	10/27/17	Legal One - Wksp Bullying Law Update, FEA, Monroe, NJ	\$150.00	NA
Dawn Cappetto	7/27-28/17	Monarch Workshop	\$99.00	NA
Debra Allen	9/21-25/17	ASBO Int'l Conference	Reg: \$900.00	Travel: \$1,800
Shari Feeny Mike Snyder Vera Ridoux Colleen Henrikson Robin Yaeger Liz Waters	7/17-19/17	*FEA Summer Institute, Princeton, NJ	<u>Registration:</u> \$75.00/each TOTAL: \$450	NA
John Bormann Shari Feeny Jennifer Gibbons Michael Snyder Vera Ridoux Kerri Walsifer	8/02/17	Educator Effectiveness Wksp - NJDOE, Long Branch, NJ	NA	NA

g. NJ School Jobs 17-18

The Board approved renewal for “Unlimited Advertising” on NJSchoolJobs.com for the period of August 1, 2017 through August 1, 2018, at a cost of \$700.00.

h. 17-18 Facility Use

The Board approved the following facility use request for the 17-18 school year:

Organization	Area to be used	Date / Time
RFH Football Cheer Camp Yanira Teitelbaum	FD Gym/outdoor courts/fields	Aug. 21 - 23, 2017 - 9:00 am - 4:00 pm
Decoy Show & set-up Anthony Ciambone	FD Cafeteria / Gym	Mar. 9, 2018 4:00 pm - 10:00 pm (set-up) Mar. 10, 2018 7:00 am - 6:00 pm (show)
Rumson Boy Scouts Troop 201, Andrew Young/Nancy Sutsko	FD Cafeteria	Wednesday Nights 9/13,20,27; 10/4,11,18,25; 11/1,8,15; 12/6,13,20; 1/03, 10,17,24,31; 2/07,14,21; 3/7,14,21,28; 4/11,18,25; 5/2,9,16,23,30 7:30 pm - 9:00 pm
Cub Scouts - Rumson Pack 11 James Martin	DP Cafeteria	Monday Nights 9/18, 10/16, 11/13, 12/11, 1/08, 2/19, 3/12, 4/16, 5/14 - 7:00 pm - 9:00 pm

i. Non-Public Technology Initiative Program Agreement

The Board approved the Non-Public Technology Initiative Program Agreement, effective July 1, 2017 through June 30, 2018 between Monmouth Ocean Educational Services Commission (MOESC) and the Rumson Borough Board of Education.

j. Donation Acceptance

1. The Board approved accepting the generous donation of \$35,100 from the Rumson PTO for renovations to the Deane-Porter Courtyard and the Forrestdale Greenhouse.
2. The Board approved accepting the generous donation of \$500 from the Monmouth Conservation Foundation for the DP STEM Program.

k. Additional State Aid

RESOLVED, That the Rumson Board of Education approves appropriating \$41,463 additional state school aid in the 2017-2018 school year in the following account(s):

- 11-000-230-820-000-00-00 Judgements & Settlements

l. Transportation Route 10 Bid Results

- | | | | |
|--------------------------|--------------|--------------------|---------------|
| • Jay’s Bus Service Inc. | \$137/day | \$0.01 Adjustments | \$48/day Aide |
| • Helfrich & Son | \$142.50/day | \$1.00 Adjustments | \$45/day Aide |

RESOLVED, That the Rumson Board of Education award the lowest responsible bidder, Jay’s Bus Service, Inc. a contract for transportation route 10 for the 2017-2018 school year in the amount of \$24,660.

RESOLVED, That the Rumson Board of Education award a parent contract for student #192008 transportation to the Extended School Year program at a cost of \$750.

m. RESOLUTION OF THE BOARD OF EDUCATION OF THE RUMSON SCHOOL DISTRICT IN THE COUNTY OF MONMOUTH, NEW JERSEY AUTHORIZING THE SUBMISSION OF OTHER CAPITAL PROJECT DOCUMENTS TO THE NEW JERSEY DEPARTMENT OF EDUCATION

RESOLVED, that the Rumson Board of Education approve the following project:

- **Secure Entrance Renovations at Deane-Porter Elementary School (FVHD #5013/ NJDOE #4570-040-17-1000)**
- **Secure Entrance Renovations at Forrestdale School (FVHD #5014/NJDOE # 4570-050-17-1000)**

BE IT FURTHER RESOLVED, that the District’s Architects, Fraytak Veisz Hopkins Duthie, P.C., be authorized to submit the above project to the NJ Department of Education for approval on the District’s behalf.

BE IT FURTHER RESOLVED, that the above project be approved as “Other Capital Projects” as defined in N.J.A.C. 6A:26 – The District will not seek State funding for the above project.

BE IT FURTHER RESOLVED, that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above project be approved.

14. Planning Committee

- **Report of Meeting - No meeting held.**

15. Policy Committee

- **Report of Meeting - No meeting held.**
- **The Board approved the following consent agenda items (a-b) upon the recommendation of the Superintendent:**

Moved: Mr. Binns Seconded: Mr. Caldwell

Roll Call Vote: AYES: 7 Absent: Mrs. Simons; Mrs. Swain

a. First Reading

The Board approved the first reading of the following revised policies/regulations:

- P4126 - Confidential Secretary Benefits and compensation - RESCIND and incorporate into contract.
- P4211 - Attendance
- P4219 - Commercial Driver Controlled Substance and Alcohol Use Testing
- P4351 - Healthy Workplace Environment

- P&R 4220 - Employee Evaluation (Non-Certified Staff)
- R4240 - Employee Training (Non-Certified Staff)
- P4410 - Compensation (Non-Certified Staff)
- P4413 - Overtime Compensation (Non-Certified Staff)
- P4415 - Substitute Wages (Non-Certified Staff)
- R4432 - Sick Leave (Non-Certified Staff)
- P4433 - Vacations (Non-Certified Staff)
- P4434 - Holidays (Non-Certified Staff)
- R4425.1 - Modified Duty Early Return to Work Program (Non-Certified Staff)
- P4431.1 - Family Leave

b. Second Reading

The Board approved the second reading and adoption of the following policies/regulations:

- P&R1240 Evaluation of Superintendent
- P3126 District Mentoring Program
- P&R 3221 Evaluation of Teachers
- P&R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- P&R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Asst. Principals
- P&R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- P&R 3240 Professional Development for Teachers and School Leaders
- P&R 5610 Suspension
- P 5620 Expulsion
- P5337.1 Therapy Dog
- P7461 District Sustainability
- P8505 Wellness Policy-Nutrition Standards for meals and other foods
- P8550 Unpaid Meal Charges /Outstanding Food Service Charges

16. New Business

- **NJSBA/GSCS Delegate report**
- **PTO Liaison report**
- **REF Liaison report**

17. 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 question

18. Executive Session - Not needed

19. Adjournment

The Board approved to adjourn the meeting at 8:23 p.m.

Moved: Mr. Binns Seconded: Mrs. Beyer

Roll Call: AYES: 7 Absent: Mrs. Simons; Mrs. Swain