



**Administrative Memorandum
Board Meeting Minutes
August 22, 2018**

Date: Wednesday, August 22, 2018
Time: 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 7:38 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. Melia | Absent |
| Mr. Binns | Absent | Dr. Jones | Present | Mrs. Simons | Absent |
| Mr. Caldwell | Present | Mrs. Markiewicz | Present | Mrs. Swain | Present |

5. **Welcome Visitors**

6. **Communications**

To permit the fair and orderly expression of comments, on agenda items only, 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.

7. **Correspondence - None**

8. **Approval of Minutes**

RECOMMENDATION

Approved the following minutes:

July 24, 2018 - Regular meeting minutes and closed session minutes

Moved: Mrs. Swain

Seconded: Mrs. Beyer

All in Favor: AYES: 6

Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

9. **Report of the Superintendent - No report**

- **Enrollment - As of August 22, 2018 @ 9:00 am**

| Deane-Porter | Forrestdale | District |
|--------------|-------------|----------|
| K = 64 | 4 = 120 | 1005 |
| 1 = 97 | 5 = 113 | |
| 2 = 90 | 6 = 148 | |
| 3 = 117 | 7 = 116 | |
| Total = 391 | 8 = 147 | |
| | Total = 614 | |

Approved the following agenda items (a - c) upon the recommendation of the Superintendent:

Moved: Mrs. Swain

Seconded: Mr. Caldwell

Roll Call Vote: AYES: 6

Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

a. **Flu Clinic Expansion**

Approved the Rite Aide flu clinic on October 8, 2018, to include staff and parents to attend and bring their children to receive the vaccine at school.

b. **Grant Acceptance**

Accepted Anti-Defamation Leagu grant in the amount of \$3,196.30, to be used to expand the Chhange Program.

c. **18-19 School Calendar Revision**

Approved revised 18-19 School Calendar.

10. **Education Committee**

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

- **Approved the following consent agenda items (a- k) upon the recommendation of the Superintendent:**

Moved: Mrs. Swain

Seconded: Mrs. Markiewicz

Roll Call Vote: AYES: 6

Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

a. **Job Description Revisions**

1. **District Dean of Students**

Approved revising the job description for District-Wide Teacher Leader of Student Conduct to District Dean of Students.

b. **18-19 Mentoring Plan Submission**

Approved the 18-19 Mentor Plan and submission of Statement of Assurance to the County office.

c. **18-19 Professional Development Plan Submission**

Approved the 18-19 Professional Development Plan and submission of Statement of Assurance to the County office.

d. **18-19 Comprehensive Equity Plan**

Approved submission of the 18-19 Comprehensive Equity Plan SOA to the County office.

e. **18-19 District Goals**

Approved the 18-19 District Goals.

f. **Outside Evaluators**

Approved the following list of outside evaluators for the 18-19 school year:

| NAME | PROFESSION | LICENSE / INS. STATUS |
|-----------------------|--|-----------------------|
| Dr. Denise Aloisio | Child Evaluation Center Pediatric Neurology | 6/30/19 |
| Dr. Steven Dyckman | Child, Adolescent & Adult Psychiatry | 6/30/19 |
| Dr. Susan Smith-Foley | Avon Occupational Therapy | 9/30/19 |

| | | |
|---|---|--|
| Dr. Steven Greco | Neuropsychology Rehabilitation Svcs | 6/30/19 |
| Pam Allen | LDT-C Services to Go # 1606608 | Certification |
| Yasmin Ahmad Occupational Therapist | Occupational Therapist Cross County Clinical & Educational Services | 9/30/2019 |
| Arlene Siegwarth | TECH Connection @ Family Resource Associates ID #222-285-850/000 | Certificate only-already fingerprinted through "Approved Schools & Agencies list" |
| Vivian Attanasio | Behavior Analyst BACB-Cert#0-13-12799 | BCBA |
| Dr. Ankur A. Desai, MD | Child & Adolescent Psychiatry | 6/30/2020 |
| Kara Zlotnick, PhD | Clinical Psychologist | 6/30/2019 |
| Dr. Dryden Watner | Clinical Psychologist | 6/30/2019 |
| Dr. David Diament, PhD | Psychologist | 6/30/19 |
| Dr. Brian Burgess | Psychologist | 6/30/19 |
| Dr. Patricia Steen, PhD | Psychologist | 6/30/19 |
| Dr. Allison Block, PhD | Psychologist | 6/30/19 |
| Dr. Christine Tintorer | Psychiatrist Beech Tree Psychiatric Services | 6/30/19 |
| Susan Kelly | LDT/C #401-74-5929 / 00129507 | Certification |
| Dr. Alison Smoller | Developmental Pediatrics of Central Jersey | 6/30/19 |
| Dr. Noah R. Gilson, MD | Neurology Specialists of Monmouth County, NJ | 6/30/19 |
| Dr. Melissa S. DeLuca, Psy.D. | Comprehensive Assessment Center | 6/30/19 |
| Elizabeth Sheehy Teacher of the Blind | Elizabeth Sheehy Vision Services | Certification |
| Michael T. Welter <small>M.S., COMS</small> Orientation & Mobility Specialist | Shore Orientation & Mobility LLC | Certification |
| Barbara Leech, PhD | Neuro-Psychologist | 6/30/2019 |
| Hinna E. Shah, MD | Psychiatrist | 6/30/2019 |

g. 17-18 Revised Promotion/Retention Rates

Approved the revised promotion/retention rates for Deane-Porter and Forrestdale schools for the 17-18 school year:

| Grade | # of Students | Promotion Rate | Retention Rate |
|---------------------|---------------|----------------|----------------|
| Deane-Porter | | | |
| K | 87 | 97.7% | 2.3% |
| 1 | 78 | 100% | 0 |
| 2 | 110 | 99% | 1% |
| 3 | 111 | 100% | 0 |
| DP TOTAL: | 386 | 99.5% | .5% |

| | | | |
|--------------------|------------|-------------|-----------|
| Forrestdale | | | |
| 4 | 109 | 100% | 0 |
| 5 | 137 | 100% | 0 |
| 6 | 110 | 100% | 0 |
| 7 | 134 | 100% | 0 |
| 8 | 142 | 100% | 0 |
| ED TOTAL: | 632 | 100% | 0% |

h. 2018-2019 Non-Resident Tuition Student

1. Approved one Rumson Staff member non-resident tuition student entering Kindergarten for the 2018-2019 school year at a tuition rate of \$4,500.
2. Approved to rescind one Rumson Staff member non-resident tuition student entering Kindergarten for the 2018-2019 school year at a tuition rate of \$4,500.

i. Balanced Literacy PD Increase

Approved increase in contracted Balanced Literacy PD for 2018-2019 to 20 days with an increase of \$6,250.

j. Revised Curriculum

Approved the following revised curriculum:

| Curriculum | Grade level(s) | Original Adoption Date |
|---|-----------------------|-------------------------------|
| Visual and Performing Arts | K-8 | May 27, 2015 |
| Comprehensive health and Physical Education | K-8 | May 27, 2015 |
| Social Studies | K-8 | May 27, 2015 |
| Science | 4-8 | May 27, 2015 |
| World Languages | K-8 | May 27, 2015 |
| Technology | K-8 | May 27, 2015 |
| 21st Century Life and Careers | K-8 | May 27, 2015 |
| English Language Arts | K-8 | August, 2017 |
| Science | K-3 | August, 2017 |

k. New Curriculum

Approved the following new curriculum:

| Curriculum | Grade Level(s) |
|-------------|----------------|
| Mathematics | Gr. 6-8 |
| Algebra I | Middle School |
| Geometry | Middle School |

11. Personnel Committee

- **Report of Meeting - No meeting held**
- **Approved the following consent agenda items (a- p) upon the recommendation of the Superintendent:**

Moved: Mrs. Markiewicz Seconded: Mrs. Swain

Roll Call Vote: AYES: 6 Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

a. Superintendent Authorization

Approved authorizing the Superintendent to hire staff to fill open positions for the 2018-2019 school year in consultation with the Board’s Personnel Committee, and allow them begin working on September 4, 2018 pending medical screening, criminal history review and Child Protective Measures Review approval. They will be brought to the next action meeting of the Board for retroactive approval.

b. Appointments

1. PT Spanish Leave Replacement

Approved the non-tenure track appointment of **Tyler Vaughan**, as PT Spanish teacher being hired through Source 4 Teachers at \$150/day, for the period of 9/04/18 through 3/29/19.

2. PT Special Ed Teacher

To approve the appointment of **Christyn A. Glover**, as PT Special Education Teacher hired at Step 3 BA+30 (FTE .5) \$26,525. (*pending settlement negotiations between the Rumson Board of Education and the Rumson Education Association) for the 2018-2019 school year, pending medical screening, criminal history review and Child Protective Measures Review approval.

c. Family Leave Request

Approved the family leave request from **Jennifer Nolet**, Speech Pathologist to commence on/or about Dec. 19, 2018 using 3 sick days, followed by four (4) weeks for maternity leave after due date of 12/19/18 to 1/30/19 and requesting additional family leave until 3/22/19. Planning to return to work on 3/25/19.

d. Change of Job Title

Approved the change of job title from Teacher Leader of Student Conduct to District Dean of Students per approval of the Interim Executive County Superintendent.

e. Job Title Revision

Approved the job title revision for the 18-19 school year for Judge Ellis, **District Dean of Students**.

f. Affirmative Action Team

Approved the members of the **Affirmative Action Team** for the 18-19 school year: **Spencer Austin**, School Psychologist, **Jessica Piernik**, Guidance Counselor, **Nancy Pearson**, Guidance Counselor, **Alexandra Copman**, Guidance Counselor, and **Michael Snyder**, Supervisor of Special Education.

g. Affirmative Action Officer

Approved Michael Snyder as the Affirmative Action Officer for the 18-19 school year.

h. Education Stability Liaison

Approved Michael Snyder as the Education Stability Liaison for the 18-19 school year.

i. English as a Second Language (ESL) Coordinator

Approved **Michael Snyder** as the English as a Second Language (ESL) Coordinator for the 18-19 school year.

j. 18-19 Certification Compensation

Approved the following teachers to receive additional stipend for Certification in the 18-19 school year per CBA (*Pending settlement of negotiations between the Rumson Board of Education and the Rumson Education Association.):

| Staff Member | Position | Certification | Stipend | Expiration Date |
|------------------|--------------|---------------|---------|-----------------|
| Ursula Glackin | Speech | ASLHA | \$1,400 | 12/31/18 |
| Amy Lepping | Art | NBCT | \$2,800 | 10/21/18 |
| Maria Montanez | RN - FD | ANCC | \$1,400 | 10/16/21 |
| Janet Scratchley | Basic Skills | NBCT | \$2,800 | 11/17/22 |

k. Additional Compensation

Approved the following additional compensation:

| Staff | Assignment | Hours | Amt Paid/Hour | Total Pay |
|------------------|--|--------------------------------|--------------------------------------|----------------------|
| Krisanne Zajac | Summer Work | Up to 36 hrs. | \$35/hr | \$1,260 |
| Carissa Berger | Bulldog Buddy for Lisa Mastrantonio (Gr. 1 LR) | Up to 6 hrs. | \$35/hr | \$210 |
| Liz Waters | Bulldog Buddy for Julie Whalen Media Ctr Aide | Up to 6 hrs | \$35/hr | \$210 |
| Jen Nolet | ESY Summer Evaluations | 8/01-8/09/18 Up to 17.5 hrs | \$39.80/hr | \$696.50 |
| Sommer VanDeBoe | Math Placement Assmt /Scoring New Students | Up to 4 add'l hrs | \$50.33/hr | \$201.32 |
| Carol Tagliareni | Reading Placement Assmt /Scoring New Students | Up to 4 add'l hrs (if needed) | \$50.33/hr | \$201.32 (if needed) |
| Christyn Glover | Attending Staff PD | 3 Half-days of PD | Step 3 onguide hourly rate = \$38.81 | \$397.88 |

l. New Teacher Mentor

To approve Judge Ellis as the New Teacher Mentor for Nicholas Colantino Jr. to mentor for 30 hours during the 18-19 school year and be paid \$550 from the mentee through the Rumson business office.

m. 18-19 Bulldog Buddies

To approve the following new staff bulldog buddies for the 18-19 school year:

| New Staff Member | Bulldog Buddy |
|--------------------|---------------|
| Nicholas Colantino | Judge Ellis |
| Christyn Glover | Jen Olsen |

n. Peer Leader Retreat

Approved the Peer Leader Retreat on 08/28/18 - 8:30 AM - 12 PM in FD Media Center Supervised by Nancy Pearson and Kate Sullivan

o. School Improvement Panel (ScIP) Members

Approved the following members of the School Improvement Panel (ScIP) members:

- Sara Stanziola
- Carissa Berger
- Colleen Henrikson
- Alyse Newman
- Loreen Haldane
- Brittney Hogan/Pamela Mannion
- Carol Tagliareni
- Jenn Crow
- Caroline DeWyngaert
- Sandy Self
- Liz Waters
- Sandy Pignataro
- Aimee Lepping
- Julie Lipton

p. Recess Coordinator

Approved the appointment of **Nicholas Colantino** as the DP Recess Coordinator hired at Step 1 BA (FTE .3329) . \$16,196, for the 18-19 school year. (*pending settlement negotiations between the Rumson Board of Education and the Rumson Education Association) for the 2018-2019 school year, pending medical screening, and Child Protective Measures Review approval.

12. Finance and Facilities Committee

- **Report of Meeting - No meeting held - *Superintendent to update on ESIP report/referendum.**
- **Approved the following consent agenda items (a -h) upon the recommendation of the Superintendent:**

Moved: Mrs. Swain

Seconded: Mr. Caldwell

Roll Call Vote: AYES: 6

Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

a. Bills & Claims

The Board approved the August 30, 2018 bills presented for payment as per the attached Bills & Claims and hand check list.

| | |
|----------------|----------------------------|
| Fund 11 | \$1,362,315.41 |
| Fund 12 | \$ 0.00 |
| Fund 20 | \$ 69,918.30 |
| Fund 40 | <u>\$ 12,810.00</u> |
| Total | \$1,445,043.71 |

b. Board Secretary’s Report

Accepted the Board Secretary’s Report to the Board of Education for the month ending July 31, 2018 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

Approved the Board to ratify transfers made in the past 30 days by the Chief School Administrator within the 18-19 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 August 30, 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

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 August 30, 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. Travel and Related Expenses

Approved the following Travel and Related Expenses: (*retroactive approval)

| Name | Date | Event / Location | Cost | RT Mileage /cost |
|-----------------------------|-----------------------------|---|-------|------------------|
| Taylor Young | 8/27/2018 8/28/2018 | Monarch Teacher Training / GCNC / Freehold | \$99 | NA |
| Judge Ellis | 9/25/2018 - 10/9/2018 | Anti-Bullying Specialist For Educators Certificate Program / FEA / Monroe Twp. | \$450 | 107.4 / \$33.29 |
| Spencer Austin | 9/17/18 | Suicide Prevention Training for School Counselors / Monmouth University / Long Branch | \$50 | NA |
| John Bormann Vera Ridoux | 8/15/2018 * | South Jersey Data Leaders Partnership Annual Conference / SJDLP / Lindenwold, NJ | NA | NA |

g. Facility Use

Approved the following facility use requests:

| Organization | Area / Time | Dates / Time |
|--|---|---|
| RFH Varsity Cheerleaders Jessica Olivera | FD Gym 5:00 -7:00 pm | Tues., 12/4, 12/11 Thurs., 12/6, 12/13 |
| RFH-AYF Youth Football Cheerleaders Danielle Torrone | DP Cafeteria 6:00 - 7:30 pm | 9/5,12,14, 17,19, 21, 24,16; 10/1,3,10, 12, 17,22,24, 29; 11/5,7,16 |
| Rumson Boy Scouts Andrew Young | FD Cafe 7:30 - 9:00 pm Media Center (parent meetings only) | Wednesdays 8/8/18 - 6/5/19 (when available) |
| Cub Scouts Pack 11 James Martin | DP Cafeteria 7:00 - 9:00 pm | Mondays 9/17; 10/15; 11/12; 12/10; 1/7; 2/4; 3/11; 4/15; 5/13 |

h. NonPublic Security Aid and NonPublic Technology Aid

Resolved: That the Rumson Board of Education contracts with Monmouth-Ocean Education Services Commission to provide non-public services to Holy Cross School for the 2018-2019 school year as follows:

| | |
|-------------------|----------|
| NP Textbook Aid | \$16,394 |
| NP Nursing Aid | \$29,779 |
| NP Technology Aid | \$11,052 |
| NP Security Aid | \$23,025 |

Resolved: That the Rumson Board of Education approves Instructional Services Agreement with Monmouth-Ocean Education Services Commission to provide NP Chapters 192/193 services to Holy Cross School through June 30, 2021.

Resolved: That the Rumson Board of Education approves Coordinated Transportation Services Agreement with Monmouth-Ocean Educational Services Commission to coordinate where feasible the transportation of special education and nonpublic students through June 30, 2023.

Resolved: That the Rumson Board of Education approves participation with the Monmouth-Ocean Educational Services Commission to provide non-public services to Holy Cross School under the IDEA Basic FT for 2018-2019 school year.

13. Planning Committee

14. Policy Committee

- **Report of Meeting** - Dr. Connors reported on the meeting held on August 1, 2018.
- **Approved the following consent agenda items (a-d) upon the recommendation of the Superintendent:**
Moved: Mrs. Markiewicz Seconded: Mrs. Beyer
Roll Call Vote: AYES: 6 Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

a. Abolish Regulation

Approved abolishing Regulation 5512 - Harassment, Intimidation, and Bullying.

b. Policy Waiver

Move the Board of Education suspend the rules of Bylaw 0131 requiring two Board readings to adopt a Policy and adopt Policy 5512 - Harassment, Intimidation, and Bullying with one reading to have this Policy effective for September 1, 2018.

c. Reading and Adoption

Approved the reading and adoption of the following policies & regulations:

- R 2310 - Pupil Grouping
- R2361 - Student Chromebook Accessible Use
- P5512 - Harassment, Intimidation and Bullying

d. First Reading

Approved the first reading on the following new and revised policies and regulations:

- P&R 1613 - Disclosure and Review of Applicants Employment History
- P&R 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

15. **New Business**

- NJSBA/GSCS Delegate report
- PTO Liaison report
- REF Liaison report
- Important Dates:
 - School Opens for students on Thursday., 9/06/18
 - School Opens for Staff - Staff PD dates - Tues. 9/04/18 & Wed. 9/05/18
 - Back to School Nights: PK-5 on 9/27/18 from 7:00-9:00 pm
Gr. 6-8 on 9/25/18 from 7:00-9:00 pm
 - Committee Meeting Dates and January - December 2019 BOE meeting dates

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 question

17. **Executive Session**

RECOMMENDATION

The Board approved the following resolution at 8:12 pm.

Moved that the Board of Education recess to an Executive Session for consideration of issues dealing with:

- School Security
- Special Education - Settlement Placements
- Personnel

Action will 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 nondisclosure no longer exist.

Moved: Mrs. Beyer

Seconded: Mrs. Swain

All in Favor: AYES: 6

Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

18. **Roll Call upon return to public session at 8:55 p.m.**

| | | | | | |
|--------------|---------|-----------------|---------|-------------|---------|
| Mrs. Beyer | Present | Dr. Connors | Present | Mrs. Melia | Absent |
| Mr. Binns | Absent | Dr. Jones | Present | Mrs. Simons | Absent |
| Mr. Caldwell | Present | Mrs. Markiewicz | Present | Mrs. Swain | Present |

19. **Motion to approve the following additional agenda items (1 - 6) upon the recommendation of the Superintendent:**

Moved: Mrs. Beyer

Seconded: Mrs. Swain

Roll Call Vote: AYES: 6

Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

1. **New Teacher Position**

Approved the creation of Supplemental Teacher position for the 18-19 school year.

2. **New Job Description**

Approved the new job description for the Supplemental Teacher position.

3. **Change of Assignment**

- a. Approved a change of assignment for **Lori Pomphrey** from Grade 4 Teacher to Supplemental Teacher beginning on 9/04/18.
- b. Approved a change of assignment for **Lisa Ann Mastrantonio** from non-tenure track Grade 1 Leave Replacement to non-tenure track Grade 4 Leave Replacement through Source 4 Teachers to be paid \$200/day to begin on 9/04/18 to a time to be determined.

4. Leave Replacement

Approved hiring **Megan Hrunka** as non- tenure track, Grade 1 Leave Replacement for Sarah Kubala through Source 4 Teachers to be paid \$200/day from 9/04/18 through on/or about 10/08/18.

5. Additonal Compensation

Approved the following additional Compensation:

| Staff Member | Assignment | Hours | Amt Paid/Hour | Total Pay |
|---|----------------------|---------------|---------------|------------|
| Pamela Mannion Meghan Kain Carissa Berger Loreen Haldane | New Teacher training | Up to 3 hours | \$35/hr each | \$105 each |

6. New Teacher Bulldog Buddy

Approved the following new teacher Bulldog Buddy's:

| New Staff Member | Bulldog Buddy |
|-----------------------|----------------|
| Lisa Ann Mastrantonio | Loreen Haldane |
| Megan Hrunka | Carissa Berger |

20. Adjournment

The meeting adjourned at 8:56 p.m.

Moved: Mrs. Swain

Seconded: Mrs. Markiewicz

Roll Call: AYES: 6

Absent: Mr. Binns; Mrs. Melia; Mrs. Simons

Respectfully submitted by,

Debra L. Allen, SBA/BS