



**Board Meeting Minutes
November 15, 2017**

Date: Wednesday, November 15, 2017
Time: 6:30 pm BOE PD Workshop
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	Absent	Dr. Jones	Present	Mrs. Simons	Present
Mr. Caldwell	Present	Mrs. Melia	Present	Mrs. Swain	Absent

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

5. **Board of Education Professional Development Workshop** - Data Driven Decision Making In Math presented by Dr. Bormann, Superintendent, Mrs. Vera Ridoux, Supervisor Curriculum, Instruction, & Assessments, and Mrs. Sharon Bryant, RFH Supervisor Math, Science & PE

6. **Welcome of Visitors**

7. **Correspondence** - None

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. **Approval of Minutes**

RECOMMENDATION:

The Board approved the following board minutes:

- October 26, 2017 Regular Meeting Minutes

Motion: Mr. Caldwell Seconded: Mrs. Melia

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

11. **Report of the Superintendent**

The Superintendent reported on the following items:

- **School Suspension List** – As of November 15, 2017

School	Sept. 2017	Oct. 2017	Nov. 2017
Deane-Porter	0	0	0
Forrestdale	0	0	2

- **Enrollment** – As of November 15, 2017

Deane-Porter	Forrestdale	District
410	627	1037

- **EVVRS/HIB REPORT PRESENTATION**

The Harassment, Intimidation, and Bullying (HIB) report was presented 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

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

Motion: Mr. Caldwell Seconded: Dr. Jones

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

a. Acceptance of Safety and Security Report

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

School	Type of Drill	Occupants Involved	Date and Time
DP/FD	Fire Drill	All Staff & Students	11/01/17 @ 1:40 pm
DP/FD	Evacuation Drill	All Staff & Students	As scheduled
DP/FD	Fire Drill	All Staff & Students	11/07/17 @ 3:15 pm
DP/FD	Evacuation Drill	All Staff & Students	As scheduled

b. EVVRS/HIB REPORT APPROVAL

The Board approved the Harassment, Intimidation, and Bullying (HIB) report for (Sept.28 - Oct. 26, 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

12. Education Committee

- **Report of Meeting:** Dr. Bormann reported on Tri-District Education Committee meeting held on 11/06/17.
- **The Board approved the following consent agenda items (a-e) which are being presented upon the recommendation of the Superintendent:**

Moved: Mr. Caldwell

Seconded: Mrs. Simons

All in favor: AYES: 7

Absent: Mr. Binns; Mrs. Swain

a. Fall Sports Banquet

The Board approved the Fall Sports Banquet on Tuesday, December 5, 2017 in the FD Cafeteria 6:30-8:00 pm..

b. Independent Evaluation

The Board approved the following independent evaluation:

Student Evaluated	Evaluation / Provider	Cost
ID# 202521	Psychiatric evaluation / Dr. Christine Tintorer	\$450

c. Class Trips

The Board approved the following class trips:

Class	Staff Attending	Location	Date	Cost to student
JET Students	Maureen Gordon Maria Montanez	NJ Shore consortium for Gifted & Talented events:Music and Movies Convocations, Middletown Arts Center	3/21&22/18	No cost to students, fee paid by district includes transportation
LLD Class (5 students)	Jessica Hawkins Kristen Greeley	Long Street Farm, Holmdel, NJ	11/20/17	PTO to pay for transportation.

d. 17-18 Out-of-District Tuition Student Approval

The Board approved the following 17-18 Tuition Student:

Tuition Student	Grade/Tuition
ID#212523	K / \$9,000/yr

e. Use of Facilities

To approve the following use of facility request:

Organization	Location	Dates / Times
Peninsula Soccer Club	DP Gym	January - April 2018 Tues., Wed., Thurs 5:00 - 8:00 pm
Rumson Rec Travel Basketball Games	FD Gym	Sundays - 1:00-6:00 pm 12/10, 17; 1/07,14,21,28; 2/4,11,18,25; 3/04,11,18

13. Personnel Committee

- **Report of meeting** - Dr. Jones reported on the meeting held on 11/08/17.
- **The Board approved the following consent agenda items (a-f) which are being presented upon the recommendation of the Superintendent:**

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

Roll Call: AYES: 7 **Absent:** Mr. Binns; Mrs. Swain

a. Resignation

The Board accepted the resignation of Mandi Lombardi-Ball, FD Cafeteria Aide effective November 15, 2017.

b. FMLA Leave Request

The Board retroactively approved the FMLA leave request from **Judith Moodie**, Custodian, beginning on October 30, 2017 to a time to be determined.

c. Unpaid Leave Request

The Board approved the unpaid leave request as follows:

Name	Date
Julie Lipton	Jan. 12, 2018
Karen Newman	Feb. 9, 2018
Jessica Hawkins	Apr. 9, 2018
Meaghan Cavanaugh	Mar. 29, 2018 Apr. 9, 2018

d. Rescind Duty Approval

The Board approved rescinding the previously approved duties:

Staff	Duty
Eileen Applegate	DP Cafeteria Duty Student Supervision
Nancy Kelly	DP Kdg Door Duty

e. Additional Compensation

The Board approved the following additional compensation:

Staff	Duty	Hours/Payment/hr	Total Pay
Marissa Massarotti (replaced Eileen Applegate)	DP Cafeteria Duty Student Supervision	(8:20-8:25 am) \$50.33/hr = \$4.19/day	\$754.20/yr
Janice Lake (replaced Nancy Kelly)	DP Kdg Door Duty	(8:20-8:25 am) \$35/hr = \$2.92/day	\$526/yr
Robin Yaeger	DP Art Enrichment Club Gr. 3	NA	\$1,006/yr

f. Substitute Pay Increase

The Board retroactively approved amending Source 4 Teachers agreement to increase the substitute pay, effective October 1, 2017 as follows:

- Substitute Certificate \$85/day
- CE, CEAS, Standard Certificate \$90/day

14. **Finance and Facilities Committee**

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

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

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

a. Bills & Claims

The Board approved the November 15, 2017 bills presented for payment as per the attached Bills & Claims and hand check list plus Cafeteria Expense in the amount of **\$63,164.66.**

Fund 11	\$427,231.65
Fund 12	\$ 220.00
Fund 20	\$ 53,270.32
Fund 40	\$ 6,125.00
Fund 60	<u>\$ 71.96</u>
Total	\$486,918.93

b. Board Secretary's Report

The Board Secretary's Report was accepted by the Board of Education for the month ending November 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 yet to be 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 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 November 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 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 November 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 travel and related expenses, as follows:

Name	Date	Event / Location	Cost	Mileage /cost
Shellie Miller	11/28/17 12/15/17, 1/19/18, 2/23/18, 3/09/18, 4/13/18, 5/04/18	Improving the Preschool Class Environment / NJDOE / New Brunswick	Paid for through grant acquisition from NJDOE	SM - NA
Krisanne Zajac	11/28/17	Improving the Preschool Class Environment / NJDOE / New Brunswick	Paid for through grant acquisition from NJDOE	KZ - 11.7 / \$3.63
Nancy Pearson	11/17/17	Suicide Prevention & Awareness / Stockton University	\$106	100 / \$31
Jennifer Wargo	10/27/17 11/03/17 11/17/17	NJEMS EMT Recertification Courses / EMSCS / Toms River	NA	NA
Megan Siclare	1/15/18 1/16/18 1/17/18	2018 Educator Conference / Get Your Teach On / New Orleans, LA	\$320	NA - Employee to pay for all travel related expenses inclusive of airfare, airport transfers, transportation, hotel, food
Brittaney Flynn	11/14/17 11/20/17 11/21/17	NJSLA-S Elementary School Assessment Committee / NJDOE / New Brunswick	Sub to be reimbursed by NJDOE	NA
Kerri Walsifer	11/16/17	I&RS: The Next Generation, FEA Conf. Center	NA	NA

g. ESEA Amendment

The Board of Education approved amending the ESEA-NCLB application for FY2018 to include carry over funds as follows:

	RSD	CO	NPSD	CO	TOTAL
Title 1	\$97,294	\$14,503	\$0	\$0	\$111,797
Title 2	\$15,530	\$ 518	\$0	\$0	\$ 15,868

h. Stale Dated Checks

The Board approved cancellation of void checks totaling \$8,509.77 as follows::

<u>GF Warrant</u>	<u>Amount</u>	<u>Dated</u>
TBA	\$ 98.00	10/21/15 MU
TBA	\$ 255.00	10/21/15 NJALC
1676	\$ 205.62	11/18/15 CJ
<u>1772</u>	<u>\$ 82.33</u>	<u>12/17/15 AR</u>
Sub-Total	<u>\$ 640.95</u>	
<u>PR Agency</u>	<u>Amount</u>	<u>Dated</u>
1636	\$2,418.99	5/30/14 Prudential
<u>PR</u>	<u>Amount</u>	<u>Dated</u>
60680	\$1,849.00	8/31/10 N/A
61102	\$ 168.85	10/15/10 N/A
72732	\$ 50.65	10/15/13 DC
74441	\$ 38.91	2/14/14 BN
74943	\$ 673.09	4/11/14 NP
75240	\$ 67.53	5/15/14 BD
75305	\$ 56.49	5/15/14 DW
179	\$1,283.35	8/15/14 SA
845	\$ 271.91	10/30/14 CQ
66510	\$ 129.29	12/23/14 N/A
67933	\$ 249.18	12/23/14 N/A
68307	\$ 185.63	12/23/14 N/A
69047	\$ 307.00	12/23/14 N/A
72317	\$ 135.08	12/23/14 MN
<u>1623</u>	<u>\$ 33.87</u>	<u>12/23/14 MO</u>
Sub-Total	<u>\$5,499.83</u>	
TOTAL	<u>\$8,509.77</u>	

15. Planning Committee

- Report of meeting - No meeting held

16. Policy Committee

- Report of meeting - No meeting held
- The Board approved the following consent agenda item (a) which is being presented upon the recommendation of the Superintendent:

Moved: Dr. Connors Seconded: Mrs. Beyer

Roll Call: AYES: 7 Absent: Mr. Binns; Mrs. Swain

a. Second Reading and Adoption

The Board approved the second reading and adoption of the following policy:

- Policy 4161 - Examination for Cause

17. **New Business**

- **PTO Liaison reported** - Book Fair and Saturday, Nov. 19, 2017 Turkey Hustle
- **REF Liaison reported** - Film and Food Festival made \$140,000
- **Smart Board Demo** - to be held on November 29th - Mrs. Melia, Mrs. Byer & Dr. Jones
- **Celebrating Teacher of the Year and Ed Service Professional of the Year** - Selection on Dec. 18 - Mrs. Beyer, Dr. Jones
- **Election Results** - Official results will be certified on Friday, Nov. 17th and we will approve at December’s BOE meeting. Welcome Kara Markiewicz. Welcome back, Maura Beyer & Kim Swain.
- **CAFR** - No recommendations, auditor will be present at December meeting.

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**

RECOMMENDATION:

The Board approved the following resolution at 8:11 p.m.

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

- **Personnel**
- **Special Education**
- **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: Mr. Caldwell Seconded: Mrs. Beyer

All in Favor: AYES: 7 Absent: Mr. Binns; Mrs. Swain

8:36 pm - Mr. Caldwell recused himself from the meeting.

20. **Roll Call upon return to public session at 9:04 pm**

Mrs. Beyer	Present	Dr. Connors	Present	Mrs. O’Connor	Present
Mr. Binns	Absent	Dr. Jones	Present	Mrs. Simons	Present
Mr. Caldwell	Absent (8:36pm)	Mrs. Melia	Present	Mrs. Swain	Absent

21. **Adjournment**

The Board adjourned the meeting at 9:05 p.m.

Moved: Mrs. Beyer Seconded: Dr. Connors

All in favor: AYES: 6 Absent: Mr. Binns, Mr. Caldwell, Mrs. Swain