

KEANSBURG BOARD OF EDUCATION
100 PALMER PLACE
KEANSBURG, NJ 07734

REGULAR MEETING MINUTES
DECEMBER 17, 2013

CALL TO ORDER

I hereby call to order the Regular Meeting of the Keansburg Board of Education, held on December 17, 2013, in the Bolger Middle School Cafeteria. Adequate notice for this meeting has been mailed to the Asbury Park Press, filed with the Municipal Clerk of Keansburg, posted on the District website and posted inside the office of the Keansburg Board of Education, 100 Palmer Place, Keansburg, NJ on January 3, 2013.

ROLL CALL

Corey Lowell, Board Secretary/Business Administrator, called the roll:

Present: Dolores Bartram, Michael Donaldson, Judy Ferraro Patricia Frizell and Kimberly Kelaher- Moran.

Absent: Ann Marie Best, Yolanda Commarato and Robert Ketch.

Also Present: Gerald North, Superintendent of Schools, Megan Bennett-Clark, Board Attorney

PLEDGE OF ALLEGIANCE

Number of public present: 40

BS-01 APPROVAL OF MINUTES

Motion by Dolores Bartram and seconded by Michael Donaldson to approve the following minutes:

Regular Meeting – November 26, 2013

Roll Call Vote: 6 in favor, 0 opposed, 3 absent, 0 abstain; motion carried

The Superintendent of Schools recommends positive action on the following items:

PERSONNEL:

A. **PROFESSIONAL PERSONNEL – EMPLOYMENT – 2013-2014**

Approve the following individual for the position and salary indicated for the 2013-2014 school year:

Wagar, Karen^	Teacher – Bilingual	BA-20	\$72,770.00	PM
Eff. 2/18/14 or sooner	20-218-100-101-10		(pro-rated)	

^On an emergent basis

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B. NON-PROFESSIONAL PERSONNEL – EMPLOYMENT – 2013 – 2014 –HS

Approve the following individual for the position and salary indicated for the 2013 – 2014 school year effective December 17, 2013:

Papcun, Jeffrey^	Teacher Assistant 15-209-100-106-40	(AA-1)	\$19,890.00 HS (pro-rated)
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^On an emergent basis

C. TRANSFERS – STAFF – 2013 – 2014

Approve the following individual for the position indicated for the 2013 – 2014 school year:

Book, Jonathan	Students w/Disab/KAPA – HS 15-213-100-101-40	Students w/Disab/KAPA – JC 15-213-100-101-20
DeSalvo, Jennifer	Teacher Assistant – PM 11-000-217-106-80	Teacher Assistant – PM/PreK 11-000-217-106-80
Gibbia, Suzanne	Teacher Assistant – JB 15-213-100-106-30	Teacher Assistant – JC 15-209-100-106-20

D. LEAVE OF ABSENCE –DIST

Approve the following individual be granted a Medical Leave of Absence beginning December 6, 2013 returning on January 2, 2014 using accumulated sick days. This leave will be deducted from her entitlement under FMLA/NJMLA:

Carfi, Janice

Approve the following individual be granted a Medical Leave of Absence beginning November 18, 2013 returning on November 25, 2013 using accumulated sick days. This leave will be deducted from her entitlement under FMLA/NJMLA:

DeBlasio, Carol

Approve the following individual be granted a Maternity/Child Care Leave of Absence beginning March 3, 2014 returning September 1, 2014 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Hoffman, Elizabeth

Approve the following individual be granted a Maternity/Child Care Leave of Absence beginning April 22, 2014 returning September 1, 2014 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

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Iacouzzi, Melissa

Approve the following individual be granted a Medical Leave of Absence beginning November 5, 2013 returning on November 15, 2013 using accumulated sick days. This leave will be deducted from her entitlement under FMLA/NJMLA:

Josselyn, Karen

E. OBSERVATION – DIST

Approve the following students be permitted to complete their field observation:

Georgian Court University

<u>Student</u>	<u>Staff Member</u>	<u>School</u>	<u>Semester</u>
McRae, Shannon	Barbara Leary	Caruso	Spring 2014

Rutgers University

<u>Student</u>	<u>Staff Member</u>	<u>School</u>	<u>Semester</u>
*TBA	Kathleen Hammond	Bolger	Spring 2014
*TBA	Jennifer Chapman	Bolger	Spring 2014

*Student names to be provided by Rutgers at a later date.

F. STUDENT TEACHING – DIST

Approve the following student be permitted to complete his field observation:

William Patterson University

<u>Student</u>	<u>Staff Member</u>	<u>School</u>	<u>Semester</u>
Harris, Alan	Brian Janik	Bolger	Spring 2014

G. KEANSBURG AFTERSCHOOL PROGRAM (KAP) – 2013 – 2014 – JB

Approve the following individuals for the position and salary listed in the Keansburg Afterschool Program from January 2, 2014 through April 11, 2014:

Teachers – at \$35.00 per hour

Appleby, Kathleen	60 hours not to exceed \$2,100.00
Carrier, Tammy	130 hours not to exceed \$4,550.00
Cier, Shawn	60 hours not to exceed \$2,100.00
DeFilippo, Geraldine	75 hours not to exceed \$2,625.00
Kircher, David	60 hours not to exceed \$2,100.00
LaRocca, Joseph	60 hours not to exceed \$2,100.00
Maguire, Tara	75 hours not to exceed \$2,625.00

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McAvoy, Meghan	75 hours not to exceed \$2,625.00
Mickelson, Kathryn	60 hours not to exceed \$2,100.00
Murphy, Margaret	90 hours not to exceed \$3,150.00
Patterson, Douglas	60 hours not to exceed \$2,100.00
Pepper, Jesse	75 hours not to exceed \$2,625.00
Shine, Dorothy	60 hours not to exceed \$2,100.00
Sperring, Ryan	60 hours not to exceed \$2,100.00
Weldon, Lissa	75 hours not to exceed \$2,625.00

Account #: 20-095-100-100-00-60

H. WORKFORCE INVESTMENT BOARD – STUDENTS – 2013 - 2014

Approve the following students to receive employment training at the rate of \$4.00 per hour for up to 18 hours and employment placement at the rate of \$8.00 per hour for up to 150 hours through June 30, 2014. Students will be trained and placed at one of the chosen sites indicated below:

<u>Student</u>	<u>Site</u>	<u>Children</u>
Anthony Reyes	Aramark	No
Sergio Santiago	Family Friendly Center	Yes
Sean Forino	Aramark / Family Friendly Center	No/Yes

I. VOLUNTEER BASKETBALL – JB

Approve the following individual to volunteer to assist the coaching staff with the girls basketball team. This will be at no cost to the district:

Kmak, Brian

J. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE

Approve attendance at the workshops as listed below at the costs indicated. Travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant's skills and knowledge, or further the efficient operations of the district. The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the district:

<u>Date</u>	<u>Name</u>	<u>Workshop Title</u>	<u>Cost</u>
2/6	Hansel, Jessica	Maximizing Your Language Therapy	\$229.00
2/11 & 2/12	Gill, Meghan	Pearson – Master Scheduling Building Workshop	\$1,011.00
2/11 & 2/12	O'Halloran, Timothy	Pearson – Master Scheduling Building Workshop	\$674.00

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2/11& 2/12	Platt, Eric	Pearson – Master Scheduling Building Workshop	\$982.00	HELD
2/11 & 2/12	Rackett, Colleen	Pearson – Master Scheduling Building Workshop	\$690.00	
2/16 – 2/21	Grimaldi, Tracey	East Coast 6 Day Facilitator's Training	\$1,883.00	
3/4	Panassidi, John	Practical Strategies for Improving the Effectiveness, Efficiency & Impact of OT Services.	\$319.00	

K. PERMISSION TO HIRE

Approve authorizing the Superintendent to hire any vacant positions which will interrupt the continuity of instruction, (in consultation with the Personnel Committee, with names, positions and salaries) to be memorialized at the next regular board meeting.

GENERAL:

1. IN STATE TRIP- DIST

12/20	HS	Joseph Bolger Middle School, Keansburg, NJ. Students will walk to Bolger Middle School and present the first Outreach of the Heroes & Cool Kids curriculum to the 5 th grade classes. 9:15am – 10:50am.
1/7	HS	Freehold Township High School, Freehold, NJ. GSA students will meet with Freehold GSA students to exchange ideas. 2:15pm – 5:45pm.
1/16	PM	Pronto Pizza, Middletown, NJ. PreK students from Mrs. Ramsey's class will visit Pronto's Pizza as part of our community awareness curriculum. 11:45am – 1:30pm.
1/17, 2/7, 3/7, 3/28, 4/11, 5/9, 5/30, 6/13	JB	Port Monmouth Road School, Keansburg, NJ. KAP students will do buddy activities with students attending afterschool program at Port Monmouth Road School. 3:15pm – 5:15pm.
5/9	PM	Paper Mill Playhouse, Millburn, NJ. Kindergarten students will attend play and will have lunch at a picnic area. 8:30am – 2:30pm.
5/14	JB	Anthony's Pizzeria, Keansburg, NJ. Life Skills class will learn about different jobs that are attainable. 9:00am – 11:30am.

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5/15 JB Medieval Times, Lyndhurst, NJ. Students will attend Medieval Times show and discuss Social Studies topics.
9:00am – 2:25pm.

2. OUT-OF-STATE TRIPS

5/15 PM Staten Island Zoo, Staten Island, New York. 1st grade students will tour the Zoo, watch a show on "Life Cycles" and have lunch. 8:45am – 2:30pm.

3. FAMILY FRIENDLY CENTER 2013 – 2014 – PM

Approve Wild Side Zoo to present a one-hour interactive presentation featuring twelve animals for families after school on January 17, 2014 at the Port Monmouth Road School. The cost for this event will be funded by the Family Friendly Center grant not to exceed \$295.00.

Account #: 20-432-200-320-40

4. LIZARD GUYS/KEANSBURG AFTERSCHOOL PROGRAM (KAP) AGREEMENT – 2013 – 2014 – JB

Approve the Lizard Guys, a division of Juniors' Venture, Inc., and the Keansburg District's 21st Century Community Learning Center (CCLC) for the purpose of providing a reptile presentation on Friday, January 10, 2014. The total program cost is \$285.00, \$150.00 which will be paid for by the Girl Scout Troop from Groton, Massachusetts as part of their fundraiser for Hurricane Sandy victims. The remaining cost of \$135.00 will be paid for by KAP.

Account #: 20-095-100-300-00-60

5. YMCA/KEANSBURG AFTERSCHOOL PROGRAM (KAP) AGREEMENT – 2013 -2014 – JB

Approve an agreement between the Community YMCA and the Keansburg District's 21st Century Community Learning Center (CCLC) for the purpose of providing a "Fashion Design" club on Mondays from 4:15pm – 5:15pm from January 13, 2014 through April 7, 2014, at a cost of \$750.00.

Account #: 20-095-100-300-60

6. GIRL SCOUTS OF THE JERSEY SHORE/KEANSBURG AFTERSCHOOL PROGRAM (KAP) AGREEMENT – 2013 – 2014 - JB

Approve an agreement with the Girl Scouts of the Jersey Shore and the Keansburg District's 21st Century Community Learning Center (CCLC) for the purpose of providing a "Robotics" club on Mondays from 3:15pm – 5:15pm from January 6, 2014 through April 11, 2014, at a cost of \$900.00.

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7. SPRING SPORTS SCHEDULES/TRANSPORTATION -HS

Approve the attached spring sports and transportation schedules, as submitted:

Ref. Exhibit #1

8. DISTRICT H-I-B. REPORT – 2013-2014

Approve the monthly district H-I-B Report for the month of November 2013.

Ref. Exhibit #2

9. JOB DESCRIPTION – DIST

Approve the following job description, as submitted:

Coordinator of Community Relations and Funded Programs

Ref. Exhibit #3

10. CURRICULUM – 2013 - 2014

Approve the adoption of the following curricula for the 2013-2014 school year:

MATHEMATICS

Kindergarten (College and Career Ready)

Grade 1 (College and Career Ready)

Grade 2 (College and Career Ready)

Grade 3 (College and Career Ready)

Grade 4 (College and Career Ready)

Grade 5 (College and Career Ready)

Grade 6 (College and Career Ready)

Grade 7 (College and Career Ready)

Grade 8 (College and Career Ready)

Algebra I (College and Career Ready)

Geometry (College and Career Ready)

Algebra II (College and Career Ready)

HSPA 9

HSPA 10

UPDATED

10/20/2013

10/20/2013

10/20/2013

10/20/2013

10/20/2013

02/19/2013

03/02/2013

02/19/2013

10/20/2013

03/18/2013

10/20/2013

06/14/2013

05/01/2011

05/01/2011

ENGLISH LANGUAGE ARTS

Kindergarten (CCR)

Grade 1 (CCR)

Grade 2 ELA (CCR)

Grade 3 ELA (CCR)

Grade 4 ELA (CCR)

Grade 5 ELA (CCR)

UPDATED

10/20/2013

10/20/2013

10/20/2013

09/03/2013

10/20/2013

10/20/2013

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Grade 6 ELA (CCR)	10/20/2013
Grade 7 ELA (CCR)	04/15/2013
Grade 7 Media Literacy (CCR)	10/20/2013
Grade 8 ELA (CCR)	10/20/2013
ELA I (CCR)	03/18/2013
ELA II (CCR)	04/19/2013
ELA III (CCR)	03/18/2013
ELA IV (CCR)	02/06/2013
Advanced Placement English	

SOCIAL STUDIES

UPDATED

Kindergarten (CCR)	09/15/2012
Grade 1 (CCR)	09/15/2012
Grade 2 (CCR)	09/15/2012
Grade 3 (CCR)	09/15/2012
Grade 4 (CCR)	09/15/2012
Grade 5 (CCR)	02/19/2013
Grade 6 (CCR)	02/19/2013
Grade 7 (CCR)	10/20/2013
Grade 8 United States History (CCR)	09/03/2013
United States History II (CCR)	10/20/2013
United States History III (CCR)	02/06/2013
United States History I (Honors)	08/02/2011
United States History II (Honors)	08/02/2011
World History (CCR)	05/25/2013
Street Law	09/15/2012
Sociology	09/15/2012
War and Atrocities	09/15/2012
African American Studies	08/27/2013
Civics	

SCIENCE

UPDATED

Kindergarten (CCR)	09/15/2012
Grade 1 (CCR)	09/15/2012
Grade 2 (CCR)	09/15/2012
Grade 3 (CCR)	09/15/2012
Grade 4 (CCR)	09/15/2012
Grade 5 (CCR)	06/04/2013
Grade 6 (CCR)	02/19/2013
Grade 7 (CCR)	05/28/2013
Grade 8 (CCR)	02/19/2013
Physics (CCR)	10/20/2013
Biology (CCR)	03/18/2013
Chemistry (CCR)	03/18/2013
AP Physics	09/01/2011
Anatomy & Physiology	09/01/2011

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Marine Science 09/01/2011

MUSIC

UPDATED

Music Kindergarten	04/19/2013
Music Grade 1	04/19/2013
Music Grade 2	10/20/2013
Music Grade 3	02/19/2013
Music Grade 4	02/19/2013
Music Grade 5	02/19/2013
Music Grade 6	02/19/2013
Music - Band 5-8	10/20/2013
Music Grade 7	09/04/2013
Music Grade 8	09/04/2013
Music Chorus 5	09/04/2013
Applied Music Theory	09/04/2013
Band 9-12	09/04/2013
Chorus 9-12	09/04/2013
Music Appreciation 9-12	09/04/2013
Music Technology	09/04/2013

ART

UPDATED

Art K-2	10/20/2013
Art 3-4	04/19/2013
Art 5-8	02/25/2013
Art I	05/25/2013
Art II	05/25/2013
Art III	05/25/2013
Art IV	05/25/2013
Media Arts	05/25/2013
Digital Media	05/25/2013
Multimedia I	02/19/2013
Multimedia II	02/13/2013
Computer Art	02/13/2013
World Crafts	04/19/2013

COMPREHENSIVE HEALTH & PHYSICAL EDUCATION

UPDATED

Physical Education K-2	04/19/2013
Physical Education Grades 3-4	01/09/2013
Physical Education Grades 5-8	01/09/2013
Physical Education Grades 9-12	01/09/2013
Health Grades K-2	04/19/2013
Health 3-4	09/15/2012
Health Grade 5	05/15/2013
Health Grade 6	05/15/2013
Health Grade 7	04/19/2013
Health Grade 8	05/15/2013

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Health Grade 9	01/21/2013
Drivers Education	01/21/2013
Health Grade 11	02/06/2013
Health Grade 12	04/19/2013
Athletic Training and Physiology	09/15/2012

BUSINESS

UPDATED

Web Design I	09/15/2012
Web Design II	09/15/2012
Accounting for 21st Century Business I	09/15/2012
Accounting for 21st Century Business II	09/15/2012
Management for 21st Century Business I	09/15/2012
Management for 21st Century Business II	09/15/2012
Advanced Computer Certification	10/26/2012

LIFE SKILLS

Life Skills Grades K-4	03/14/2013
Life Skills Grades 5 & 6	10/20/2013
Life Skills Grades 7 & 8	05/28/2013

EDUCATIONAL TECHNOLOGY AND INNOVATION

Information and Innovation Technology Kindergarten	10/01/2013
Information and Innovation Technology Grade 1	10/01/2013
Information and Innovation Technology Grade 2	10/01/2013
Information and Innovation Technology Grade 3-4	03/15/2013
Information and Innovation Technology Grade 5	10/20/2013
Information and Innovation Technology Grade 6	10/20/2013
Information and Innovation Technology Grade 7	10/20/2013
Information and Innovation Technology Grade 8	10/20/2013

COLLEGE AND CAREER READY SEMINARS

UPDATED

Freshman Seminar	06/04/2013
Sophomore Seminar	04/19/2013
Junior Seminar	01/21/2013
Senior Seminar	05/16/2013

WORLD LANGUAGE

UPDATED

Spanish K-2	05/25/2013
Spanish 3-4	09/04/2013
Spanish 5-8	04/19/2013
Spanish I	10/20/2013
Spanish II	05/25/2013
Spanish III	09/15/2012
Spanish IV	09/15/2012

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iSTEM

iSTEM Grade 5 10/20/2013
iSTEM Grade 6 10/20/2013
iSTEM Grade 7 (Program Transition Full Grade 7 Implemented Fall 2014)

*Aligned to New Jersey Core Curriculum Content Standards (2009)

**Aligned to Common Core State Standards (2010)

11. EVALUATION TOOL – DIST

Approve the following revised evaluation model for the position indicated to follow the District approved McRel model for teachers:

Guidance Counselor

Approve the following State approved ATSNJ evaluation tool for the position indicated:

Athletic Trainer

12. SCHOOL BUS EVACUATION DRILL – 2013-2014 – DIST

In accordance with NJAC 6A:27-11.2, a School Bus Evacuation Drill was conducted for the following school:

Joseph R. Bolger School 11/27/13 7:50am – 12:00pm

13. SPECIAL NEEDS TUITION – 2013 – 2014

Approve the following student to attend the private or public school indicated for the 2013 – 2014 school year:

<u>Student</u>	<u>School</u>	<u>Tuition</u>	<u>Start Date</u>
OHI #3	Oakwood	\$32,828.51	12-2-13

Account #: 11-000-100-566-80

Reg. Ed. #2	Crossroads	2 nd paid seat	12-9-13
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Account #: 11-000-100-561-80

14. HOMELESS TUITION – 2013 - 2014

Approve the following homeless students to attend the public school indicated for the 2013 – 2014 school year:

<u>School District</u>	<u>Student</u>	<u>Tuition</u>	<u>Start Date</u>
Neptune Township	Reg. Ed. #1	\$15,323.00	9-2013

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Neptune Township Reg. Ed. #2 \$15,323.00 9-2013
Account #: 11-000-100-561-80

15. HOME INSTRUCTION – 2013-2014

Approve the following students to receive home instruction for the 2013-2014 school year:

H.I. #24 H.I. #25 H.I. #26 H.I. #27
Account #: 11-150-100-101-80 (employee tutoring)
Account #: 11-150-100-320-80 (outside tutoring)

ADDENDUM:

A. PROFESSIONAL PERSONNEL – EMPLOYMENT – 2013-2014

Approve the following individual for the position and salary indicated for the 2013-2014 school year:

Corrao, Danielle[^] Teacher – Kindergarten BA-1 \$50,000.00 PM
Eff. 1/2/14 15-213-100-101-10 (pro-rated)

[^]On an emergent basis

B. NON-PROFESSIONAL PERSONNEL – EMPLOYMENT – 2013-2014

Approve the following individual for the position and salary indicated for the 2013-2014 school year:

Nelson, Diane [^] School Secretary SEC-1 \$27,890.00 JB
Effective: 1/2/14 15-000-240-105-30 (pro-rated)

[^]On an emergent basis

C. NON-PROFESSIONAL PERSONNEL – EMPLOYMENT – 2013-2014 EXTENSION

Approve the following individual for the extended position and salary indicated for the 2013 – 2014 school year:

Castellaneta, Brian Summer Computer Technician \$15.00 per hour DIST
2/1/13 – 6/30/14
25 hours per week for a total of 525 hours
Not to exceed \$7,875.00
11-000-222-100-00-60

D. LONG TERM SUBSTITUTE TEACHER – DIST

Approve the following individual for the position, dates and salary indicated:

McKenna, Erin Long Term Sub. 12/20/13 – 4/11/14 \$125.00 per day – 60 days

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(Leanza) English \$250.00 per day – 61+ days
15-140-100-101-40

E. LEAVE OF ABSENCE - DIST

Approve the following individual be granted a Medical Leave of Absence beginning January 2, 2014 returning on January 21, 2014 using accumulated sick days. This leave will be deducted from his entitlement under FMLA/NJMLA:

Stark, Thomas

F. OBSERVATION – DIST

Approve the following student be permitted to complete her field observation:

Brookdale

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Meza, Giselle	Tara Kukulski	Bolger	Spring 2014

G. PROFESSIONAL DEVELOPMENT – DIST

Approve the following individuals and afterschool workshop as listed below. Presenters will be paid \$35.00 per hour for four hours. Professional attendees will be paid \$35.00 per hour for two hours and Teacher Assistants will be paid at their hourly rate for two hours. To be appropriated from Title IIA Funds GAAP Account 20-271-200-100-00-60.

January 21, 2014 Presenter: Brian Janik

Exploring "Numbers" and comparing it to Excel

Graceffo, Anne
Hahn, Lauren
Heard-Kaiser, Erin
Howlett, AnnMarie
Myers, Michelle
Nigro, Lisa
Pearce, Karen
Rogers, Mary
Ward-Maciorowski, Erin

H. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE

Approve attendance at the workshops as listed below at the costs indicated. Travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant's skills and knowledge, or further the efficient operations of the district.

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The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the district:

<u>Date</u>	<u>Name</u>	<u>Workshop Title</u>	<u>Cost</u>
1/24	Halperin-Krain, Michelle	The Common Core Standards	\$200.00
3/7	Gomez, Erin	23 rd Annual NJAGC Conference	\$200.00

I. ELIMINATION OF SELF CONTAINED CLASSES/ESTABLISHMENT OF SELF CONTAINED CLASSES - DIST

Approve the following applications:

Request to establish a Special Education Program or Service:

Behavioral Disabilities	JCC Elementary School
In Class Support	Preschool
Preschool Disabilities	PMR Elementary School

J. EARLY CHILDHOOD FIVE-YEAR PROGRAM PLAN & BUDGET SUBMISSION - PM

RESOLVED That the Board approve the 2014-2019 Preschool Program Plan and the 2014-2015 Preschool Budget of \$3,436,560.00.

Ref. Exhibit #4

Superintendent's Report

Personnel: A through K			
General: 1 through 15			
Addendum: A through J			
	Yes	No	Abstain
Bartram	X		
Best			
Commarato			
Donaldson	X	X - on "J" (4 th name only)	
Frizell	X	X - on "J" (4 th name only)	
Hoff	X	X - on "J" (4 th name only)	
Ketch			
Moran	X	X - on "J" (4 th name only)	
Ferraro	X		
Motion by:	Donaldson		
Second by:	Bartram		
Roll Call Vote	6 in favor		
	4 opposed— "J" (4 th name only)		
	3 absent		
	0 abstained		
	Motion carried		

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BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT

BS-02: RECEIPT AND ACCEPTANCE OF OCTOBER SECRETARY'S AND TREASURER OF SCHOOL MONIES REPORTS

Recommend the receipt of the Board Secretary's and Treasurer of School Monies Financial Reports as of October 31, 2013 be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10© 3 that no major account or fund has been over expended as of October 31, 2013 based upon the Board Secretary's Certification and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

BS-03: RATIFICATION OF BILLS PAID AND CHECKS ISSUED PRIOR TO A BOARD MEETING

Recommend that the Board of Education ratify the bills paid and checks issued prior to the board meeting in accordance with N.J.S.A. 18A:19-4.1 and board resolution BS-08 approved May 21, 2002 in the amount of \$746,319.37 as per the report appended to and made a part of the minutes.

BS-04: RATIFICATION OF BILLS PAID AND CHECKS ISSUED AT THE BOARD MEETING

Recommend that the Board of Education ratify the bills paid and checks issued at the board meeting in accordance with N.J.S.A. 18A:19-1 in the amount of \$298,250.64.

BS-05: RATIFICATION OF TRANSFERS PRIOR TO A BOARD MEETING

Recommend that the Board of Education approve the following 2012-13 transfers made prior to the board meeting in accordance with N.J.S.A. 18A:22-8.1 and board resolution BS-09 approved May 21, 2002:

See Exhibit "A"

BS-06: RATIFICATION OF PAYROLL SERVICES RENDERED

Recommend that the Board of Education ratify the salary checks issued for the November 30, 2013 payroll in the amount of \$941,267.03 and the December 15, 2013 payroll in the amount of \$988,876.68.

BS-07: RESOLUTION TO SUPPORT SCHOOL FUNDING FORMULA BASED UPON ENROLLMENT NOT ATTENDANCE FOR THE 2014-2015 BUDGET

Whereas, the School funding Reform Act of 2008 provides that the funding formula for school aid shall be based on the "enrollment" of resident district children, and

Whereas, the State Legislature, through budget adoption language over the past two years, has modified the funding formula to provide that funding be adjusted based upon the "attendance" of resident children, and

Whereas, the Department of Education has determined that an appropriate average daily attendance rate of 96% shall be the level of attendance for all New Jersey school districts, and districts that demonstrate an attendance rate of less than 96% shall suffer a loss of school aid, and

KEANSBURG BOARD OF EDUCATION
100 PALMER PLACE
KEANSBURG, NJ 07734

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Whereas, a 96% attendance rate is equal to a child being absent from school no more than seven days in one school year, and

Whereas, it is the opinion of the Keansburg Board of Education that a 96% attendance rate is an arbitrary standard to apply to all New Jersey School Districts and is contrary to the history of funding in this State and the School Funding Reform Act of 2008, and

Whereas, New Jersey school districts must staff, equip, feed, and transport our children based upon the enrollment of students, and we do not send teachers home, or stop the buses, or turn off the lights, or sell their textbooks when a child is absent for health or other family reasons, and

Whereas, a loss of state aid due to average daily attendance simply shifts the burden to support a thorough and efficient education to the local taxpayer,

Now Therefore Be It Resolved that the Keansburg Board of Education hereby urges the Department of Education and the New Jersey State Legislature to fully fund the School Funding Reform Act of 2008 and to avoid modifying the formula in such a way as to penalize districts based on the attendance of children and to recognize that districts provide staff and resources for an adequate public education for all "enrolled" resident children, and

Be it Further Resolved that the Keansburg Board of Education directs the School Business Administrator to distribute a copy of this resolution to local legislators, the Commissioner of Education, the New Jersey School Boards Association, and the New Jersey Association of School Business Administrators.

BS-08: ACCEPTANCE OF AUDIT

RESOLVED that the annual audit for the year ended June 30, 2013 be accepted and placed on file. The audit report is included in section 2, the financial section, of the Comprehensive Annual Financial Report, and that the following corrective action plan be implemented:

Finding/Recommendation	Corrective Action	Method of Implementation	Individual Responsible	Completion Date
The Board Secretary's Report was approved with incorrect beginning fund balances.	All audit adjustments and final balances will be pulling into Asbury Park ITC as beginning balances for the 2013-2014 school year.	The Staff Accountant and Business Administrator will ensure all beginning balances tie to the CAFR.	Business Administrator, Staff Accountant	December 31 2013
The District did not properly record the revenue related to accounts receivable, inventory, fixed assets and fund balance in Enterprise Fund.	The Business Office will check the Enterprise fund monthly to ensure all items are properly recorded	The Staff Accountant will enter all items and the Accountant and Business Administrator will review the Enterprise Fund to ensure all entries are correct.	Business Administrator, Staff Accountant	Monthly
Several of the schools made deposits after five days of receiving the funds	The Business Administrator will review proper Student Activity Fund procedures with all building principals.	Each Building Principal will be trained in proper Student Activity Fund procedures	Business Administrator, Staff Accountant	January 30 2014
The District does not have an electronic fixed asset management system in place.	The Business office will hire American Appraisal to complete a district wide fixed asset report.	American Appraisal will do a district wide fixed asset report, marking all items in the district and creating a sound report	Business Administrator, Staff Accountant	June 30 2014

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BS-09: COOPERATIVE PRICING AGREEMENT

A resolution authorizing the Keansburg Board of Education to enter into a cooperative pricing system

Whereas, *N.J.S.A. 40a:11-11(5)* authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

Whereas, the Hunterdon County ESC Cooperative, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

Whereas, on December 17, 2013 the governing body of the Keansburg Board of Education, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Keansburg Board of Education

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-15(5)*, the Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey

BS-10: RESOLUTION TO CANCEL OUTSTANDING CUSTODIAL CHECKS

RESOLVED that the Keansburg Board of Education approve the cancellation of all outstanding custodian checks dated prior to January 1, 2012. These checks total \$7,370.63.

BS-11: RESOLUTION TO CANCEL OUTSTANDING PAYROLL CHECKS

RESOLVED that the Keansburg Board of Education approve the cancellation of all outstanding payroll checks dated prior to January 1, 2012. These checks total \$12,420.95.

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Board Secretary's Report

BS-02 through BS-11,			
	Yes	No	Abstain
Bartram	X		
Best			
Commarato			
Donaldson	X		
Frizell	X		
Hoff	X		
Ketch			
Moran	X		
Ferraro	X		
Motion by:	Hoff		
Second by:	Bartram		
	6 in favor		
	0 opposed		
	3 absent		
	0 abstain		
Roll Call Vote	Motion carried		

PUBLIC ITEMS

Students from the high school addressed the Board of Education regarding staff dress code, the student handbook, how long laptops take to get repaired, and having a delayed opening the next time it snows to allow students time to travel through ice and snow

MOTION ON ADJOURNMENT

Motion by Patricia Frizell and seconded by Dolores Bartram to adjourn this meeting.

Roll call vote: 6 in favor, 0 opposed, 3 absent, and 0 abstain; motion carried.
Closed the meeting at 8:01p.m.

Respectfully submitted,



Corey J. Lowell,
Business Administrator/Board Secretary

CJL/bmw

C: Gerald North

Administrators

Board Members