

**MINUTES OF THE
REGULAR MEETING
LAKEHURST BOARD OF EDUCATION
TUESDAY, MARCH 17, 2015
(HELD IN THE MEDIA CENTER OF THE LAKEHURST ELEMENTARY SCHOOL)**

A. CALL TO ORDER – 7:34 p.m.

The Lakehurst Board of Education is called to order in compliance with the Open Public Meeting Act Public Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the *Asbury Park Press* on January 9, 2015, posted on the bulletin board of the Borough Clerk and posted on the school bulletin board.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

| | | |
|-------------|----------------|---------|
| Mr. Malden | President | Present |
| Mr. Burton | Vice President | Present |
| Mr. Oliver | Member | Present |
| Mrs. Septor | Member | Present |
| Mr. Hetzel | Member | Absent |

Determination of existence of Quorum necessary to take action, by Board Secretary/School Business Administrator.

ALSO PRESENT:

| | | |
|----------|--------------|-------------------------------|
| <u>X</u> | Mrs. Fuhring | Superintendent |
| <u>X</u> | Dr. Barneman | Assistant Superintendent |
| <u>X</u> | Mr. Parliman | School Business Administrator |
| ___ | Mr. Zabarsky | School Board Attorney |
| ___ | Mrs. Rucci | Vice Principal |

The Agenda is available to the public on the Monday before a Board Meeting, at the Board Office.

CLOSED SESSION RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act, N.J.S.A. 10:4-12 (New Jersey Statutes Annotated) permits the exclusion of the Public from a Meeting in certain circumstances; and

WHEREAS, the public body is of the opinion that such circumstances presently exist,

NOW, THEREFORE, BE IT RESOLVED by the Lakehurst Board of Education in the County of Ocean and the State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the herein after specified subject matter(s).
2. The general nature of the subject matter to be discussed is as follows:

Residency, Legal and Personnel
3. It is anticipated that the matter(s) discussed will not be made public at any foreseeable time in the future;
4. This Resolution shall become effective immediately.

CLOSED SESSION (Continued)

A Motion was made by Mrs. Septor and seconded by Mr. Burton to move on the above Resolution.

ROLL CALL VOTE:

Mr. Hetzel Absent
 Mrs. Septor Aye
 Mr. Oliver Aye
 Mr. Burton Aye
 Mr. Malden Aye

Time In: 7:13 p.m.

Time At Conclusion Of Closed Session: 7:30 p.m.

D. APPROVAL OF MINUTES

A Motion was made by Mr. Burton and seconded by Mrs. Septor to dispense with the reading and Approve the:

- Minutes of Workshop and Regular Meeting - February 3, 2015

ROLL CALL VOTE:

Mr. Hetzel Absent
 Mrs. Septor Aye
 Mr. Oliver Aye
 Mr. Burton Aye
 Mrs. Malden Aye

E. BOARD OF EDUCATION INFORMATION COMMITTEE REPORT/ SPECIAL REPORT

- Our Attorney and the Borough's Attorney as currently discussing the empty lots.
- Our Superintendent is currently looking into the enrollment drop.

Mr. Oliver reported the following information about Manchester School District:

- The District is in the middle of roofing and AC projects;
- All systems are in line for PARCC;
- They are getting ready for Spring sports;
- Lead roles in the Spring play had many Lakehurst Students.

F. SUPERINTENDENT'S REPORT

| | | |
|-----------------------|----------------------|-----------------------|
| 1. Enrollment Report: | <u>January 2014</u> | <u>January 2015</u> |
| Total Students | 418 | 381 |
| | | Exhibit: 14-13 |
| 2. Enrollment Report: | <u>February 2014</u> | <u>February 2015</u> |
| Total Students | 418 | 377 |
| | | Exhibit: 14-14 |

G. ASSISTANT SUPERINTENDENT'S REPORT

H. VICE PRINCIPAL'S REPORT

1. Fire Drill Report:

| | <u>Date</u> | <u>Time</u> | <u>Duration</u> |
|----|-------------|-------------|-----------------|
| a. | 01/20/15 | 10:10 a.m. | 54 seconds |
| b. | 01/30/15 | 1:54 p.m. | 49 seconds |

2. Security Drill: Table Top Review

| | <u>Date</u> | <u>Time</u> | <u>Duration</u> |
|--|-------------|-------------|-----------------|
| | 01/14/15 | 9:15 a.m. | 45 minutes |

Exhibit: 14-13

3. Fire Drill Report:

| | <u>Date</u> | <u>Time</u> | <u>Duration</u> |
|----|-------------|-------------|-----------------|
| a. | 02/04/15 | 2:04 p.m. | 51 seconds |
| b. | 02/25/15 | 2:03 p.m. | 58 seconds |

4. Security Drill: Inside Intruder Building Lock Down

| | <u>Date</u> | <u>Time</u> | <u>Duration</u> |
|--|-------------|-------------|-----------------|
| | 02/24/15 | 9:30 a.m. | 6 minutes |

Exhibit: 14-14

5. HIB Report – February: 0 Investigations

I. BUSINESS ADMINISTRATOR'S REPORT**J. CORRESPONDENCE TO AND FROM THE BOARD****K. PUBLIC COMMENTS ON AGENDA ITEMS**

- Mrs. Gilby questioned 8th grade trip and student award dinner.
- Mrs. Gilby asked if there were enough staff chaperoning trips.

L. OLD BUSINESS**M. NEW BUSINESS****N. BOARD BUSINESS**

1. To Approve the following requests for the use of Lakehurst District facilities:

- a. Organization Name: Girl Scouts of the Jersey Shore
 Organization Address: 1405 Old Freehold Rd., Toms River, NJ
 Date(s) Desired: 02/23/15, 03/16/15, 04/20/15, and 05/18/15
 Time Desired: 7:00 p.m. – 8:30 p.m.
 Proposed Use: Regional Meeting
 Equipment Requested: Library
- b. Organization Name: Student Activities
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 03/19/15
 Time Desired: 7:00 p.m. – 8:30 p.m.
 Proposed Use: Staff vs. 8th Gr. Basketball Game
 Equipment Requested: Gym

BOARD BUSINESS (Continued)

- c. Organization Name: L.E.A.
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 03/26/15
 Time Desired: 3:00 p.m. – 4:00 p.m.
 Proposed Use: Celebration
 Equipment Requested: Media Center
- d. Organization Name: Lakehurst Elementary School
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 03/27/15
 Time Desired: 12:45 p.m. – 2:30 p.m.
 Proposed Use: Wings N Things
 Equipment Requested: Media Center
- e. Organization Name: Student Activities
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 04/28/15
 Time Desired: 6:00 p.m. – 8:00 p.m.
 Proposed Use: Spring Fling Dance (6th, 7th, 8th Grades)
 Equipment Requested: Cafeteria
- f. Organization Name: Safety Patrol
 Organization Address: 401 Union Avenue, Manchester NJ
 Date(s) Desired: 05/01/15
 Time Desired: 6:00 p.m. – 8:00 p.m.
 Proposed Use: Karaoke Night (Fundraiser)
 Equipment Requested: Cafeteria
- g. Organization Name: Preschool Classes
 Organization Address: 401 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 06/02/15
 Time Desired: 9:300 a.m. – 10:45 a.m.
 Proposed Use: Field Day
 Equipment Requested: Playground or gym if rained out

2. To Approve the revised 2014-2015 school calendar as per Exhibit.

Exhibit: 14-15

3. BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 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:

| | <u>General Fund</u> | <u>Special Revenues</u> | <u>Debt Service</u> | <u>Total</u> |
|---------------------------|-------------------------|-----------------------------|-------------------------|--------------|
| Total Expenditures | \$8,560,503 | \$ 439,332 | \$101,790 | \$9,101,625 |
| Less Anticipated Revenues | \$7,451,727 | \$ 439,332 | \$ -0- | \$7,891,059 |
| Taxes To Be Raised | \$1,108,776 | \$ -0- | \$101,790 | \$1,210,566 |

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

BOARD BUSINESS (Continued)

BE IT FURTHER RESOLVED, that a public hearing be held at the Lakehurst Elementary School, Lakehurst, New Jersey on April 28, 2015 at 11:00 a.m. for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

A Motion was made by Mr. Oliver and seconded by Mr. Burton Confirm and Approve Board Business Items 1 (a-e) – 3.

ROLL CALL VOTE:

| | |
|-------------|--------|
| Mr. Hetzel | Absent |
| Mrs. Septor | Aye |
| Mr. Oliver | Aye |
| Mr. Burton | Aye |
| Mrs. Malden | Aye |

O. FINANCE

1. To Approve and Confirm for Payment of Bills listed on the Bill Resolution dated March 17, 2015, totaling \$1,268,670.41
2. To Accept the Secretary's Report A-148 for January 31, 2015, with a Cash Balance of \$3,437,760.48.
3. To Accept the Treasurer's Report A-149 for January 31, 2015, with a Cash Balance of \$3,437,760.48.
4. To Accept the Secretary's Report A-148 for February 28, 2015, with a Cash Balance of \$3,483,803.71.
5. To Accept the Treasurer's Report A-149 for February 28, 2015, with a Cash Balance of \$3,483,803.71.
6. To Accept the Certification of No Over-expenditures:
Pursuant to N.J.A.C. 6A:22-2.11(c)3, I, Barry Parlman, Board Secretary, certify that as of January 31, 2015 and February 28, 2015, no budgetary line item account has obligations and payments (contracted orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1, that the District financial accounts have been reconciled and are in balance.

Board Secretary

Date

7. To Accept Financial Reporting:

Through the adoption of this resolution, we, the Lakehurst Board of Education, pursuant to N.J.A.C. 6A22-2.11(c)4 certify that as of January 31, 2015 and February 28, 2015, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:22-2.11(c)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

FINANCE (Continued)

8. To Confirm payment of Document G702 Application No. 6 to Gingerelli Bros., Inc. according to the following schedule: (said payment approved as submitted to Spieze Architects)

| | |
|-----------------------------------|----------------|
| Original Contract Sum | \$1,802,216.00 |
| Net Change by Change Orders | \$ 356,482.92 |
| Contract Sum Date | \$2,158,698.92 |
| Total Completed & Stored to Date: | \$2,083,274.99 |

| | |
|-------------------------|-------------|
| Retainage | |
| Adj % of Completed Work | \$65,097.31 |
| Stored Material | \$ 0.00 |

| | |
|-----------------------------|----------------|
| Total Retainage | \$ 65,097.31 |
| Total Earned Less Retainage | \$2,018,177.68 |

| | |
|--|----------------|
| Less Previous Certificates for Payment | \$1,974,173.75 |
| Current Payment Due | \$ 44,003.93 |
| Balance to Finish, Including Retainage | \$ 140,521.24 |

9. To Confirm the following transfers within the 2014-2015 school budget.

| <u>Account</u> | <u>Description</u> | <u>Amount</u> |
|----------------|-------------------------|---------------|
| 11-999-291-270 | Emp Benefits Health | -10,000.00 |
| 11-999-230-530 | GenAdm - Communications | 10,000.00 |
| 11-120-100-101 | Teacher Sals Gr. 1-5 | -4,100.00 |
| 11-999-222-177 | SalTechCoordinat | 4,100.00 |

A Motion was made by Mrs. Septor and seconded by Mr. Oliver to Confirm, Approve, and Accept Finance Items 1 – 9.

ROLL CALL VOTE:

| | |
|-------------|--------|
| Mr. Hetzel | Absent |
| Mrs. Septor | Aye |
| Mr. Oliver | Aye |
| Mr. Burton | Aye |
| Mrs. Malden | Aye |

P. PERSONNEL

1. To. Approve the following Professional Development activities:

- a. Name: Jason Bedell
Date: 02/20/15
Topic: Ocean Ed Tech Expo
Place: H & M Potter School, Bayville, NJ
Cost: Mileage
- b. Name: Shannon Scott
Date: 04/22/15 – 04/24/15
Topic: Introduction to Verbal Behavior
Place: Stony Point, NY
Cost: \$395.00, substitute and mileage

FINANCE (Continued)

- c. Name: Lisa Chapman and Clifford Barneman
 Date: 04/23/15
 Topic: Train the Trainer: Dyslexia
 Place: Cook Student Center, New Brunswick
 Cost: \$150.00 Per Person, substitute and mileage
- d. Name: Shannon Scott
 Date: 06/02/15
 Topic: Developing Intervention Plans to Address Challenging Behaviors
 Place: Monmouth Mall, Eatontown
 Cost: Substitute and mileage
- e. Name: Shannon Scott
 Date: 06/04/15
 Topic: Teaching Verbal Behavior to Students with Autism
 Place: Monmouth Mall, Eatontown
 Cost: Substitute and mileage
2. To Approve Michael D'Amico, 712 Oak Street, Lakehurst, New Jersey, from Ocean County College, to observe Mr. LaVeglio for thirty (30) hours from March 18, 2015 through April 2, 2015.
3. To Approve the following stipend positions for the 2014-2015 school year at the negotiated rate:
- | | |
|------------------|------------------------------|
| Susan Fehskens | Assistant Coach Spring Track |
| Andrew Fullerton | Assistant Coach Spring Track |
| Amanda Owens | Volunteer Spring Track |

A Motion was made by Mrs. Septor and seconded by Mr. Burton to Approve and/or Confirm Personnel Items 1 (a – e) - 3.

ROLL CALL VOTE:

| | |
|-------------|--------|
| Mr. Hetzel | Absent |
| Mrs. Septor | Aye |
| Mr. Oliver | Aye |
| Mr. Burton | Aye |
| Mrs. Malden | Aye |

Q. PROGRAM

1. To Approve and Confirm the following field trip requests:
- a. Grade: MD 1/MD 2
 Destination: Lehmann School, Lakewood
 Program: Service Learning
 Date: 4/15/15
 Time: 9:30 a.m. – 12:30 p.m.
 Transportation: Bus
 Cost: N/A
- b. Grade: Sea Perch Club
 Destination: Rowan University
 Program: Sea Perch NJ Competition
 Date: 4/18/15
 Time: 7:15 a.m. – 3:00 p.m.
 Transportation: Bus
 Cost: No Cost

PROGRAM (Continued)

- c. Grade: Preschool
 Destination: Manchester Library
 Program: Literacy Unit
 Date: 5/12/15
 Time: 9:15 a.m. – 10:45 a.m.
 Transportation: Bus
 Cost: N/A
- d. Grade: 8th Grade
 Destination: Citizens Bank Park/Franklin Institute
 Program: 8th Grade Trip
 Date: 05/14/15
 Time: 8:15 a.m. – 5:00 p.m.
 Transportation: Bus
 Cost: \$39.80 per student
- e. Grade: 6th Grade
 Destination: Island Beach State Park
 Program: Science – Barrier Beach Ecology
 Date: 5/20/15
 Time: 9:00 a.m. – 2:15 p.m.
 Transportation: Bus
 Cost: \$135.00
- f. Grade: Honor Students
 Destination: Liberty Science Center, Jersey City
 Program: Honors Award
 Date: 6/2/15
 Time: 8:00 a.m. – 2:30 p.m.
 Transportation: Bus
 Cost: \$20.50 per student
- g. Grade: 8th Grade
 Destination: Marquee Cinemas/ Bubbakoo's Burrito
 Program: 3rd Marking Period Reward
 Date: April 2, 2015
 Time: 11:00 a.m. – 2:45 p.m.
 Transportation: Bus
 Cost: \$175 - \$200

2. To Approve the 2015-2016 One-Year Preschool Program Plan Update and Budget Statement.

A Motion was made by Mr. Burton and seconded by Mrs. Septor to Approve Program Items 1 (a-g) – 2.

ROLL CALL VOTE:

| | |
|-------------|--------|
| Mr. Hetzel | Absent |
| Mrs. Septor | Aye |
| Mr. Oliver | Aye |
| Mr. Burton | Aye |
| Mrs. Malden | Aye |

R. POLICY

1. To Approve the second reading of the following policies:

| | |
|---------------|--|
| Policy 2363 | Pupil Use of Privately-Owned Technology |
| Policy 2431.4 | Prevention and Treatment of Sports-Related Concussions and Head Injuries |
| Policy 2622 | Assessment |
| Policy 6470 | Payment of Claims |

A Motion was made by Mr. Burton and seconded by Mrs. Septor to Approve Policy Item 1.

ROLL CALL VOTE:

| | |
|-------------|-----|
| Mr. Hetzel | Aye |
| Mrs. Septor | Aye |
| Mr. Oliver | Aye |
| Mr. Burton | Aye |
| Mrs. Malden | Aye |

ANNOUNCEMENTS

- 8th Grade vs. Staff Basketball Game March 19, 2015
- 8th Grade Girls' Tea March 20, 2015
- Pre-K & Kindergarten Registration March 23 – 27, 2015
- 8th Grade Boys' Wings N Things March 27, 2015
- Art Show March 30, 2015
- Senior/Grandparent Day March 31, 2015
- End of 3rd Marking Period April 16, 2015
- School Closed Spring Recess April 3 – 10, 2015
- Portal Opens to View Report Cards April 21, 2015
- PTA McDonald's Night April 16, 2015
- Board of Education Meeting April 21, 2015
- Honor Roll Assembly April 22, 2015
- Spring Fling Dance April 28, 2015

COMMUNICATION FROM THE PUBLIC

- There was much discussion regarding the 8th grade trips and the 8th graders vs. faculty basketball gam.

ADJOURNMENT

A Motion was made by Mr. Oliver seconded by Mr. Burton to adjourn the Regular Meeting of the Board of Education at 8:36 p.m.

ROLL CALL VOTE:

| | |
|-------------|--------|
| Mr. Hetzel | Absent |
| Mrs. Septor | Aye |
| Mr. Oliver | Aye |
| Mr. Burton | Aye |
| Mrs. Malden | Aye |

RESPECTFULLY SUBMITTED