

**MINUTES OF THE  
REGULAR MEETING  
LAKEHURST BOARD OF EDUCATION  
TUESDAY, APRIL 21, 2015  
(HELD IN THE MEDIA CENTER OF THE LAKEHURST ELEMENTARY SCHOOL)**

**A. CALL TO ORDER – 7:03 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	Present

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. Parlman	School Business Administrator
<u>X</u>	Mr. Zabarsky	School Board Attorney
<u>X</u>	Mrs. Rucci	Vice Principal

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

**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 Closed Session Meeting - February 3, 2015
- Minutes of Regular and Closed Session Meetings - March 17, 2015

ROLL CALL VOTE:

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

**E. BOARD OF EDUCATION INFORMATION COMMITTEE REPORT/  
SPECIAL REPORT**

Mr. Oliver reported:  
- Town baseball field to be redone; restroom facilities as well.

**F. SUPERINTENDENT'S REPORT**

1. Enrollment Report:	<u>March 2015</u>	<u>March 2014</u>
Total Students	374	419

**Exhibit: 14-16**

**SUPERINTENDENT'S REPORT** (Continued)

2. Mrs. Fuhring will be attending a meeting on base on June 17, 2015.

**G. ASSISTANT SUPERINTENDENT'S REPORT**

- School Performance Report

**H. VICE PRINCIPAL'S REPORT**

1. Fire Drill Report:

	<u>Date</u>	<u>Time</u>	<u>Duration</u>
a.	03/11/2015	11:48 a.m.	58 Seconds
b.	03/26/2015	2:03 p.m.	51 Seconds

1. Security Drill: Inside Procedures Building Lock Down Security Drill

<u>Date</u>	<u>Time</u>	<u>Duration</u>
03/26/2015	9:55 a.m.	9 Minutes 40 Seconds

**Exhibit: 14-16**

2. HIB Report – March:      0 Investigations  
   0 Confirmed

**I. BUSINESS ADMINISTRATOR'S REPORT****J. CORRESPONDENCE TO AND FROM THE BOARD****K. PUBLIC COMMENTS ON AGENDA ITEMS****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:    | LES PTA   |
|    | Organization Address: | 301 Union Avenue, Lakehurst, NJ   |
|    | Date(s) Desired:      | 05/05/15  |
|    | Time Desired:         | 6:00 p.m. to 9:00 p.m.  |
|    | Proposed Use:         | PTA Meeting   |
|    | Equipment Requested:  | Media Center  |
| b. | Organization Name:    | Ocean County Library Summer Program   |
|    | Organization Address: | Manchester, NJ  |
|    | Date(s) Desired:      | 05/19/15  |
|    | Time Desired:         | 9:15 a.m. to 11:15 p.m.   |
|    | Proposed Use:         | Information Session   |
|    | Equipment Requested:  | Media Center  |
| c. | Organization Name:    | Lakehurst Historical Society, Inc.  |
|    | Organization Address: | 300 Lake Street, Lakehurst, NJ  |
|    | Date(s) Desired:      | 07/04/15 - Rain date 7/05/15  |
|    | Time Desired:         | 6:00 a.m. to 5:00 p.m.  |
|    | Proposed Use:         | Car Show  |
|    | Equipment Requested:  | Tables  |
|    | Space Requested:      | School Grounds, Two (2) Restrooms,<br>Teachers Room, Gymnasium, School Bus<br>Parking Lot, School Board Parking Lot |

**BOARD BUSINESS** (Continued)

2. To Approve 8<sup>th</sup> Grade Graduation Ceremony at the Manchester High School Auditorium, June 22, 2015 at 7:00 p.m.
3. To Approve the 2015-2016 School Calendar as per Exhibit.

**Exhibit: 14-17**

A Motion was made by Mr. Burton and seconded by Mr. Malden to Approve Board Business Items 1 (a-c) – 3.

## ROLL CALL VOTE:

Mr. Hetzel	Abstain
Mrs. Septor	Aye
Mr. Oliver	Aye 1 & 2, Nay Item 3
Mr. Burton	Aye
Mr. Malden	Aye

**O. FINANCE**

1. To Approve for Payment of Bills listed on the Bill Resolution dated April 21, 2015, totaling \$1,198,820.98.
2. To Accept the Secretary's Report A-148 for March 31, 2015, with a Cash Balance of \$3,413,497.86.
3. To Accept the Treasurer's Report A-149 for March 31, 2015, with a Cash Balance of \$3,413,497.86.
4. 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 March 31, 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.

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 Board Secretary

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 Date

5. 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 March 31, 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.

6. 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	-5,580.00
11-999-291-242	Other RetireContrib/ERIP	-1,190.00
11-999-291-241	Other Retirement	6,770.00

FINANCE (Continued)

<u>Account</u>	<u>Description</u>	<u>Amount</u>
11-999-291-270	Emp Benefits – Health Prem	-5,000.00
11-999-262-300	OOMP – PPTS	-950.00
11-999-262-420	Pest Control/Waste	-900.00
11-999-261-610	Allow Maint	1,850.00
11-999-251-330	PrchProfSer	5,000.00

7. To Approve the renewal of Contracted Services with Dr. Michael Mundry, Atlantic Physical Therapy, for the 2015-2016 School Year.
8. To Approve participation in the New Jersey Cooperative Bidding Program at a cost of \$1,900.00 for the 2015-2016 School Year.
9. To Approve payment of Document G702 Application No. 6 (Final) MJJ Construction, LLC according to the following schedule: (said payment approved as submitted to Spiezle Architects)

Original Contract Sum	\$216,000.00
Net Change by Change Orders	\$ 31,604.67
Contract Sum Date	\$247,604.67
Total Completed & Stored to Date:	\$247,604.67
Total Retainage	\$ 0.00
Total Earned Less Retainage	\$247,604.67
Less Previous Certificates for Payment	\$233,172.44
Current Payment Due	\$ 14,432.23
Balance to Finish, Including Retainage	\$ 0.00

10. To Accept a donation to the Lakehurst Elementary School in the amount of \$500.00 from the Naval Civilian Managers Association.

A Motion was made by Mr. Oliver and seconded by Mr. Hetzel to Approve, Accept and/or Confirm Finance Items 1 – 10.

ROLL CALL VOTE:

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

**P. PERSONNEL**

1. To Approve and/or Confirm the following Professional Development activities:

a. Name:	Carmela Quaglia
Date:	04/15/15
Topic:	Medal of Honor Character Development
Place:	FEA, Monroe Twp., NJ
Cost:	N/A
b. Name:	Michael Kelley and Melissa Dolan
Date:	5/5/15, 5/6/15 & 5/7/15
Topic:	Wilson Reading System Introduction
Place:	New Grange School, Princeton, NJ
Cost:	\$650.00 Each

PERSONNEL (Continued)

c. Name: Kathleen Hoerster  
 Date: 05/22/15  
 Topic: O.C.A.S.A. Teacher Recognition Program  
 Place: Holiday Inn, Manahawkin, NJ  
 Cost: N/A

2. To Approve Dr. Robert Simon as the school physician for the remainder of the school year pending completion of each criminal history check and the applicant's attestation he/she has not been convicted of any disqualifying crime pursuant to N.J.S.A.
3. To Approve the hiring of Amanda Owens at Step 2 as a Full-Time Elementary School Teacher for the 2015-2016 school year pending completion of each criminal history check and the applicant's attestation he/she has not been convicted of any disqualifying crime pursuant to N.J.S.A.
4. To Approve the renewal of Contracts for 2015-2016 Full-Time Non-Certified Staff as per Exhibit. **Exhibit: 14-18**
5. To Approve the renewal of Contracts for 2015-2016 Part-Time Non-Certified Staff as per Exhibit. **Exhibit: 14-18**
6. To Approve the renewal of Contracts for 2015-2016 Full-Time Tenured Certified Staff as per Exhibit **Exhibit: 14-18**
7. To Approve the renewal of Contracts for 2015-2016 Part-Time Tenured Certified Staff as per Exhibit. **Exhibit: 14-18**
8. To Approve the renewal of Contracts for 2015-2016 Part-Time Non-Tenured Certified Staff as per Exhibit. **Exhibit: 14-18**
9. To Approve the renewal of Contracts for 2015-2016 Full-Time Non-Tenured Certified Staff as per Exhibit. **Exhibit: 14-18**
10. To Approve the renewal of Contracts for 2015-2016 Full-Time and Part-Time Administrative and Support Staff as per Exhibit. **Exhibit: 14-18**
11. To Approve the following stipend positions for the 2015-2016 School Year at the negotiated rate as per Exhibit. **Exhibit: 14-18**
12. To Approve a Temporary Unpaid Sick Leave for Maria Brucato-Wilson effective March 23, 2015 through April 17, 2015.
13. To Approve a Maternity Leave of Absence for Jessica LaMonica effective June 8, 2015.
14. To Approve the hiring of Carrie Fracasso as a Part-time Preschool Teacher, Step 1 MA for the 2015-2016 school year pending completion of each criminal history check and the applicant's attestation he/she has not been convicted of any disqualifying crime pursuant to N.J.S.A.

A Motion was made by Mrs. Septor and seconded by Mr. Oliver to Approve and/or Confirm Personnel items 1 (a-c) – 14.

## ROLL CALL VOTE:

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

**Q. PROGRAM**

1. To Approve and Confirm the following field trip requests:

- |    |                 |   |
|----|-----------------|---|
| a. | Grade:          | Preschool   |
|    | Destination:    | Lake Horizon, Lakehurst, NJ                           |
|    | Program:        | Spring Unit   |
|    | Date:           | May 26, 2015  |
|    | Time:           | 10:15 a.m. – 11:30 a.m.                               |
|    | Transportation: | Walking   |
|    | Cost:           | N/A   |
| b. | Grade:          | 5 <sup>th</sup>                                       |
|    | Destination:    | Popcorn Park Zoo, Forked River, NJ                    |
|    | Program:        | Science/Community Projects                            |
|    | Date:           | May 27, 2015  |
|    | Time:           | 11:00 a.m. – 2:00 p.m.                                |
|    | Transportation: | Bus   |
|    | Cost:           | \$4.50 per Student (\$2.50 financed by students)      |
| c. | Grade:          | 4 <sup>th</sup>                                       |
|    | Destination:    | Cattus Island   |
|    | Program:        | Ecology Explorers                                     |
|    | Date:           | June 5, 2015 (Rain Date-Rescheduled from 4/17/15)     |
|    | Time:           | 9:30 am to 1:30 p.m.                                  |
|    | Transportation: | Bus   |
|    | Cost:           | N/A   |
| d. | Grade:          | 6 <sup>th</sup> , 7 <sup>th</sup> , & 8 <sup>th</sup> |
|    | Destination:    | Central Regional Eagle Relay                          |
|    | Program:        |   |
|    | Date:           | 05/02/15  |
|    | Time:           |   |
|    | Transportation: | Bus   |
|    | Cost:           | N/A   |

A Motion was made by Mrs. Septor and seconded by Mr. Hetzel to Approve Program Item 1 (a – d).

**ROLL CALL VOTE:**

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

**R. POLICY**

1. To Approve the first reading of the following bylaws, policies and regulations:

Bylaw 0134	Board Self-Evaluation
Bylaw 0152	Board Officers
Policy 3212	Attendance
Policy 4212	Attendance
Policy 3218	Substance Abuse
Policy 4218	Substance Abuse
Policy 5200	Attendance
Policy 8630	Bus Driver/Bus Driver Responsibility
Policy 8441	Care of Injured and Ill Persons

**POLICY** (Continued)

Regulation 3218	Substance Abuse
Regulation 4218	Substance Abuse
Regulation 5200	Attendance
Regulation 8630	Bus Driver/Bus Driver Responsibility

A Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to Table Policy Item 1.

ROLL CALL VOTE:

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

**ANNOUNCEMENTS**

- Honor Roll Assembly May 1, 2015
- PTA Meeting May 5, 2015
- Mother’s Day Plant Sale May 5, 2015
- Karaoke Night May 8, 2015
- Spring Pictures May 13, 2015
- Spirit Week May 18 – 22, 2015
- Board of Education Meeting May 19, 2015
- Portal Opens to View 4<sup>th</sup> Marking  
Period Progress Reports May 22, 2015
- Abbreviated Day–Students/ Staff In-Service May 22, 2015
- School Closed – Memorial Day May 25, 2015

**COMMUNICATION FROM THE PUBLIC**

- Mrs. Fullerton spoke with the Board about the new challenges that have come with the new basketball court.

**ADJOURNMENT**

A Motion was made by Mr. Oliver and seconded by Mr. Burton to adjourn the Regular Meeting of the Board of Education at 8:07 p.m.

ROLL CALL VOTE:

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

RESPECTFULLY SUBMITTED