

**MINUTES OF THE
REGULAR MEETING
LAKEHURST BOARD OF EDUCATION
TUESDAY, AUGUST 9, 2016
(HELD IN THE MEDIA CENTER OF THE LAKEHURST ELEMENTARY SCHOOL)**

A. CALL TO ORDER – 7:02 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 August 5, 2016, 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
Mrs. Septor	Member	Present
Mr. Hetzel	Member	Absent
Mrs. Pease	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. Parlman	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:

Litigation & 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. Septer and seconded by Mr. Burton to move on the above Resolution.

ROLL CALL VOTE:

Mrs. Pease	Absent
Mr. Hetzel	Absent
Mrs. Septer	Aye
Mr. Burton	Aye
Mrs. Malden	Aye

Time In: 7:05 p.m.

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

D. APPROVAL OF MINUTES

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

- Minutes of Special Meeting/Work Session and Regular Meeting – June 14, 2016

ROLL CALL VOTE:

Mrs. Pease	Absent
Mr. Hetzel	Absent
Mrs. Septer	Aye
Mr. Burton	Aye
Mrs. Malden	Aye

E. BOARD OF EDUCATION INFORMATION COMMITTEE REPORT/SPECIAL REPORT**F. SUPERINTENDENT'S REPORT**

- We are still waiting for the results of the lead testing in water.

G. ASSISTANT SUPERINTENDENT'S REPORT

1. HIB Report – June 2016: (0) Investigations
(0) Confirmed
2. Entitlement Grant Submissions
3. Extended School Year Update

H. VICE PRINCIPAL'S REPORT

1. Fire Drill Report:

<u>Date</u>	<u>Time</u>	<u>Duration</u>
06/07/16	8:32 a.m.	51 seconds

2. Security Drill: Bomb Threat Building Evacuation

<u>Date</u>	<u>Time</u>	<u>Duration</u>
06/20/16	10:03 a.m.	15 minutes 22 seconds Exhibit: 16-01

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 attendance of Board Members and Administration at the 2016 Annual NJSBA Workshop in Atlantic City, October 25-27, 2016. Reimbursements for registration, lodging and miscellaneous expenses (i.e. food, mileage) not to exceed \$500.00 per person.

2. To Approve the 2016 – 2017 school year prices as follows:

Breakfast:	Paid:	\$1.50
	Reduced:	\$.30

Lunch:	Paid:	\$2.85
	Reduced:	\$.40

3. To Approve an Agreement with Manchester Board of Education for breakfast and lunch program services for students through Sodexo Food Services at a cost of \$2.30 for lunch and \$1.60 for breakfast for the 2016-2017 school year including milk.

4. To Approve the following military family students, through the Joint-Base Agreement, enrollment at the Lakehurst Elementary School for the 2016-2017 school year as follows:

- a. E.G. Pre-K
- b. J.H. Kindergarten
- c. S.J. Kindergarten

5. To Approve preschool extended childcare daily from 2:00 p.m. to 2:45 p.m. (abbreviated days excluded) at the rate of \$40.00 per month for residents; \$60.00 per month for non-residents; and no cost to families who are eligible for the free/reduced lunch program.

6. To Approve adjustments to the Student Activity Account in the amount of \$211.50.

7. 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: 09/12/16, 01/09/17, 03/13/17 & 05/08/17
Time Desired: 6:45 p.m. to 8:00 p.m.
Proposed Use: Leaders Meeting
Equipment Requested: Cafeteria

b. Organization Name: Girl Scouts Troup 176
Organization Address: 305 Manapaque Avenue, NJ
Date(s) Desired: 09/20/16 to 06/13/17 (Tuesdays)
Time Desired: 4:15 p.m. to 6:00 p.m.
Proposed Use: Weekly Meeting
Equipment Requested: Cafeteria

c. Organization Name: LES PTA
Organization Address: 301 Union Avenue, Lakehurst, NJ
Date(s) Desired: 09/06/16
Time Desired: 6:30 a.m. to 8:30 a.m.
Proposed Use: Teacher Back to School Breakfast
Equipment Requested: 2 Tables and Coffee Urn

BOARD BUSINESS (Continued)

- d. Organization Name: LES PTA
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 09/13/16
 Time Desired: 6:00 p.m. to 8:30 p.m.
 Proposed Use: PTA Meeting
 Equipment Requested: Media Center, Tables and Chairs
- e. Organization Name: LES PTA
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 09/23/16
 Time Desired: 7:30 a.m. to 2:00 p.m.
 Proposed Use: Pictures
 Equipment Requested: Gym, 1 Table and 2 Chairs
- f. Organization Name: LES PTA
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 10/11/16
 Time Desired: 6:00 p.m. to 8:30 p.m.
 Proposed Use: PTA Meeting
 Equipment Requested: Media Center, Tables and Chairs

A Motion was made by Mrs. Septor and seconded by Mr. Burton to Confirm and/or Approve Board Business Items 1 – 4 (a-c), 5 & 6 and 7 (a-f).

ROLL CALL VOTE:

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

O. FINANCE

- To Confirm and Approve for Payment of Bills listed on the Bill Resolution dated July 19, 2016, totaling \$680,564.49.
- To Accept the Secretary's Report A-148 for June 30, 2016, with a Cash Balance of \$1,103,008.15.
- To Accept the Treasurer's Report A-149 for June 30, 2016, with a Cash Balance of \$1,103,008.15.
- 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 June 30, 2016, 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

FINANCE (Continued)

5. To Accept Financial Reporting:

Through the adoption of this resolution, we, the Lakehurst Board of Education, pursuant to N.J.A.C. 6A222.11(c)4 certify that as of June 30, 2016, 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 and Approve for Payment of Bills listed on the Bill Resolution dated August 9, 2016, totaling \$112,627.04.

7. To Confirm the transfers within the 2015-2016 school budget as per exhibit.

Exhibit: 16:02

8. To Approve submission of the IDEIA Grant Application for Fiscal Year 2017 and Accept the Grant Award of these funds upon the subsequent State Approval of the FY 2016 IDEIA Application.

Basic: \$136,938
Preschool: \$ 6,206

9. To Confirm and Approve the 2015 - 2016 Joint Transportation Agreement between the Manchester Township Board of Education (Host) and Lakehurst Borough Board of Education (Joiner) at a cost of \$398,936.60.

10. To Approve participation in the Ocean County Consortium for NCLB FY 2017 and Accept the Grant Award of these funds upon the subsequent State Approval of the FY 2017 Title III Program.

11. To Approve submission of the NCLB/Title I Grant Application for Fiscal Year 2017 and Accept the grant award of these funds upon the subsequent State Approval of the FY 2017 NCLB/Title I Application.

Title I: \$127,629
Title IIA: \$ 14,921
Title III: \$ 2,905

FINANCE (Continued)

12. To Approve Tuition for Out-of-District Special Education for the 2016-2017 school year as follows:

<u>Student NJ State ID</u>	<u>School/Location</u>	<u>Tuition Cost</u>
9798729911	Neptune Middle School, Deaf Education Program/ Neptune	2016 Extended Year \$7,893.45 2016-17 School Year <u>\$53,500.05</u> \$61,393.50
6025037713	Silver Bay Elementary Toms River	2016 Extended Year \$5,529.45 2016-17 School Year <u>\$43,274.00</u> \$48,803.45
5332377664	The Education Academy Lanoka Harbor	2016 Extended Year \$7,145.75 2016-17 School Year <u>\$52,878.00</u> \$60,024.30

13. To Accept the NAVAIR Grant in the amount of \$10,246.

A Motion was made by Mr. Burton and seconded by Mrs. Septor to Confirm, Accept and/or Approve Finance Items 1 – 13.

ROLL CALL VOTE:

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

P. PERSONNEL

- To Confirm and Approve Yvette Durrett, Social Worker, Step 5MA, for one day per week for the period September 1, 2016 through June 30, 2016.
- To Confirm and Approve the hiring of Amanda Owens as the Technology Teacher, Step 3, for the period September 1, 2016 through June 30, 2017, 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.
- To Confirm and Approve the hiring of Ellie Tedeschi as a main office secretary at an annual rate of \$30,000, prorated, effective August 8, 2016 through June 30, 2017.
- To Confirm and Approve the Attendance Incentive payments for the 2015-2016 school year as per exhibit. **Exhibit: 16-03**
- To Accept the Recommendation and Approval of the Executive County Superintendent, the 2016-2017 School Business Administrator Contract for Barry Parlman.

PERSONNEL (Continued)

6. To Approve Lisa Chapman for one (1) graduate credit for Wilson Reading System through Fitchburg State University with mileage.
7. To Approve Cecilia Ward as the Substitute Coordinator at the rate of \$2,500.00.
8. To Approve a payment to Ronald Winskey, custodian, for 15 unused sick days at his per diem rate.

A Motion was made by Mr. Burton and seconded by Mrs. Septor to Approve and/or Confirm Personnel Items 1 – 7.

ROLL CALL VOTE:

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

Q. PROGRAM

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

- a. Grade: PreSchool ESY
Destination: Lake Horicon, Lakehurst, NJ
Date: 07/25/16 (Rain date 07/27/26)
Time: 9:00 a.m. to 10:00 a.m.
Transportation: Walking
Cost: N/A
- b. Grade: Title I ESY
Destination: Insectropolis, Toms River, NJ
Date: 07/27/26)
Time: 9:10 a.m. to 11:00 a.m.
Transportation: Bus
Cost: No Cost to District

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

ROLL CALL VOTE:

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

R. POLICY

1. To Approve the first reading of the following Policies and Regulations:

Policies

- 1140 Affirmative Action
- 1220 Employment of Chief School Administrator
- 1310 Employment of School Business Administrator/Board Secretary
- 1523 Comprehensive Equity Plan
- 1530 Equal Employment Opportunities
- 1550 Affirmative Action Program for Employment and Contract Practices

2200 Curriculum Content

2260 Affirmative Action Program for School and Classroom Practices

POLICY (Continued)

2411 Guidance Counseling

2423 Bilingual and ESL Education

2610 Educational Program Evaluation

2622 Student Assessment

3111 Creating Positions

3124 Employment Contract

3125 Employment of Teaching Staff Members

3125.2 Employment of Substitute Teachers

3126 District Mentoring Program

3141 Resignation

3144 Certification of Tenure Charges

3159 Teaching Staff Member/School District Reporting Responsibilities

3231 Outside Employment as Athletic Coach

3240 Professional Development for Teachers and School Leaders

4159 Support Staff Member/School District Reporting Responsibilities

5305 Health Services Personnel

5339 Screening for Dyslexia

5350 Student Suicide Prevention

5514 Student Use of Vehicles on School Grounds

5750 Equal Education Opportunity

5756 Transgender Students

5755 Equity in Educational Programs and Services

7481 Unmanned Aircraft Systems

8441 Care of Injured and Ill Persons

8454 Management of Pediculosis

8630 Bus Driver/Bus Aide Responsibility

9541 Student Teachers/Interns

Regulations

1530 Equal Opportunity Complaint Procedures

2200 Curriculum Content

2411 Guidance Counseling

2414 Programs and Services for Students in High Poverty and in High Need School Districts

2423 Bilingual and ESL Education

3126 District Mentoring Program

3144 Certification of Tenure Charges

3240 Professional Development for Teachers and School Leaders

5330 Administration of Medication

5350 Student Suicide

8441 Care of Injured and Ill Persons

8630 Emergency School Bus Procedures

2. To Approve Abolishing the following Policy and Regulations:

Policy

3244 In-Service Training

Regulations

3244 In-Service Training

5514 Use of Student Vehicles

A Motion was made by Mr. Burton and seconded by Mrs. Septor to Table Policy Item 1 and Approve Policy Item 2.

ROLL CALL VOTE:

Mrs. Pease Absent

Mr. Hetzel Absent

Mrs. Septor Aye

Mr. Burton Aye
Mrs. Malden Aye

ANNOUNCEMENTS

- Labor Day Observance September 5, 2016
- Staff In-Service September 6, 2016
- School Opens September 7, 2016
- Board of Education Meeting September 20, 2016

COMMUNICATION FROM THE PUBLIC

ADJOURNMENT

A Motion was made by Mrs. Septor and seconded by Mr. Burton to adjourn the Regular Meeting of the Board of Education at 7:38 p.m.

ROLL CALL VOTE:

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

RESPECTFULLY SUBMITTED