

**MINUTES OF THE
REGULAR MEETING
LAKEHURST BOARD OF EDUCATION
TUESDAY, SEPTEMBER 20, 2016
(HELD IN THE MEDIA CENTER OF THE LAKEHURST ELEMENTARY SCHOOL)**

A. CALL TO ORDER – 7:00 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 14, 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	Present
Mrs. Pease	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 Mrs. Septor and seconded by Mr. Burton to dispense with the reading and Approve the:

- Minutes of Work Session and Regular Meetings – September 20, 2016

ROLL CALL VOTE:

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

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

- Mrs. Septor attended O.C.S.B.A. Meeting
- Mrs. Pease reported that the PTA is looking for volunteers
- Manchester Block Scheduling going well

F. SUPERINTENDENT'S REPORT

1. Opening of School
2. Twitter
3. Communication and Website/Portal

BOARD BUSINESS (Continued)

- f. Organization Name: LES PTA
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 01/10/17, 02/07/17, 04/04/17,
 05/09/17, 06/13/17
 Time Desired: 6:00 p.m. to 8:30 p.m.
 Proposed Use: PTA Meeting
 Equipment Requested: Media Center
- g. Organization Name: LES PTA
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: Set up – 05/22/17 & 05/23/17 – 05/25/17
 Time Desired: 8:00 a.m. to 2:30 p.m. &
 6:00 p.m. to 8:00 p.m. on 05/23/17
 Proposed Use: BOGO Book Fair
 Equipment Requested: Chairs, Tables (Space TBD)
- h. Organization Name: Girl Scouts of the Jersey Shore
 Organization Address: 242 Adelphia Road, Farmingdale, NJ
 Date(s) Desired: Every other Thursday – 10/06/16 to 06/17
 Time Desired: 4:30 p.m. to 5:45 p.m.
 Proposed Use: Girl Scout Meeting
 Equipment Requested: Cafeteria, Tables
2. To Approve the Uniform State Memorandum of Agreement between Lakehurst School District and the Lakehurst Police Department for the 2016-2017 school year as per exhibit. **Exhibit: 16-04**
3. To Approve the Statement of Assurance for the reporting of Paraprofessional Staff for the 2016-2017 school year.
4. To Approve the 2016-2017 District Goals as follows:
- Goal 1: Enhance professional development of focus on transition to Readers/Writers Workshop model.
- Goal 2: Investigate funding avenues for Readers/Writers Workshop implementation.
- Goal 3: Implement research-based paper/projects for the Middle School.
- Goal 4: Develop a student leadership program at the Middle School level (i.e. Student Alliance, Student Council).
5. To Approve 2016-2017 Board Goals as follows:
- Goal 1: Continue to work towards all members being fully certified through New Jersey School Boards Association.
- Goal 2: Negotiate a contract with the Lakehurst Education Association that will benefit the education of the students of the Lakehurst Elementary School.
- Goal 3: Continue to update and create policies necessary for the district.
6. To Accept the District Curriculums created from the foundation of County Curriculum for the 2016 – 2017 school year.

BOARD BUSINESS (Continued)

7. To Approve the Superintendent Merit Goal 2016 – 2017:

WHEREAS, the Agreement provides that beginning with the 2016 – 2017 school year, an annual non-pensionable merit bonus may be awarded on the basis of the Superintendent achieving one merit goal in accordance with the District Goals. The merit bonuses may not exceed 3.33% of annual salary for a quantitative merit criterion achieved and 2.5% of annual salary for a qualitative merit criterion.

WHEREAS, N.J.A.C. 6A:23A-3.1(e)(10)(ii) requires the Interim Executive County Superintendent to approve the selection of quantitative merit and/or qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and/or qualitative merit criteria.

THEREFORE, BE IT RESOLVED by the Lakehurst Board of Education that the Superintendent Merit Goals 2016-2017 be forwarded to the County Office for approval.

A Motion was made by Mrs. Septor and seconded by Mrs. Pease to Confirm and Approve Board Business Items 1 (a - h) and 2 - 7.

ROLL CALL VOTE:

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

O. FINANCE

1. To Confirm and Approve for Payment of Bills listed on the Bill Resolution dated September 20, 2016, totaling \$905,811.79.
2. To Accept the revised Secretary's Report A-148 for June 30, 2016, with a Cash Balance of \$1,099,974.86.
3. To Accept the revised Treasurer's Report A-149 for June 30, 2016, with a Cash Balance of \$1,099,974.86.
4. To Accept the Secretary's Report A-148 for July 31, 2016, with a Cash Balance of \$1,355,159.74.
5. To Accept the Treasurer's Report A-149 for July 31, 2016, with a Cash Balance of \$1,355,159.74.
6. To Accept the Secretary's Report A-148 for August 31, 2016, with a Cash Balance of \$1,253,381.33.
7. To Accept the Treasurer's Report A-149 for August 31, 2016, with a Cash Balance of \$1,253,381.33.
8. 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 July 31 and August 31, 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)

9. 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 July 31 and August 31, 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.
10. To Confirm the transfers within the 2016-2017 school budget as per exhibit.
Exhibit: 16-05
11. To Approve Tuition for Out-of-District High School Special Education for the 2016-2017 school year as follows:

<u>Student NJ State ID</u>	<u>School/Location</u>	<u>Tuition Cost</u>
54742342268	Ocean Academy, Bayville, NJ	\$47,941.20 (\$266.34 Per diem)

12. To Approve the 2016-2017 Parental Contract for Student Transportation for Student 6025037713 at a cost of \$18,800.

A Motion was made by Mrs. Pease and seconded by Mr. Burton to Confirm and Approve and/or Accept Finance Items 1 - 12.

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

P. PERSONNEL

1. To Approve the following Professional Development activities:
- Name: Jill Hirshblond
Date: 10/13/16
Topic: Using the VB-MAPP for Students w/Autism
Place: Monmouth Mall
Cost: N/A
 - Name: Carrie Bille-Fracasso
Date: 10/13/16
Topic: Using the VB-MAPP for Students w/Autism
Place: Monmouth Mall
Cost: N/A
 - Name: David Loder
Date: 10/13/16
Topic: Using the VB-MAPP for Students w/Autism
Place: Monmouth Mall
Cost: N/A

PERSONNEL (Continued)

- d. Name: Mary Ellen Hess
Date: 10/18/16
Topic: Depression & Anger Management in Children
Place: Monmouth Mall
Cost: N/A
- e. Name: Shirley Seaman
Date: 10/18/16
Topic: Depression & Anger Management in Children
Place: Monmouth Mall
Cost: N/A
- f. Name: Carolynn Surgent
Date: 11/01/16
Topic: Warning Signs of Social Emotional Difficulties
Place: Monmouth Mall
Cost: N/A
- g. Name: Corrine LoPiccolo
Date: 11/29/16
Topic: Dyslexia and ADHD
Place: Monmouth Mall
Cost: N/A
- h. Name: Michael Kelley
Date: 11/29/16
Topic: Dyslexia and ADHD
Place: Monmouth Mall
Cost: N/A
- i. Name: Kathryn Crawley
Date: 12/06/16
Topic: Effectively Including Children w/Special Needs
Place: Monmouth Mall
Cost: N/A
- j. Name: Cherie Menchini
Date: 12/06/16
Topic: Effectively Including Disabilities in Gen. Ed.
Place: Monmouth Mall
Cost: N/A
- k. Name: Paula Connolly-Close
Date: 12/14/16
Topic: Social Building Blocks
Place: Monmouth Mall
Cost: N/A
- l. Name: Jill Hirshblond
Date: 12/14/16
Topic: Social Building Blocks
Place: Monmouth Mall
Cost: N/A

PERSONNEL (Continued)

m. Name: Theresa Firetto
 Date: 06/01/17
 Topic: Strategies & Tech Tools to Support Project Based Learning
 Place: Monmouth Mall
 Cost: N/A

n. Name: Lisa Chapman
 Date: 06/07/17
 Topic: Flipping the Classroom
 Place: Monmouth Mall
 Cost: N/A

o. Name: Susan Kotch
 Date: 12/13/17
 Topic: Supporting the Struggling Middle School Reader
 Place: Monmouth Mall
 Cost: N/A

2. To Approve the following 2016-2017 Extended Day Title I Instructors as per Personnel Exhibit. **Exhibit: 16-06**
3. To Approve the following 2016-2017 Extended Day Title I Paraprofessionals as per Personnel Exhibit: **Exhibit: 16-06**

A Motion was made by Mr. Hetzel and seconded by Mrs. Septor to Approve, Accept and/or Confirm Personnel Items 1 (a - o) and 2 - 3.

ROLL CALL VOTE:

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

Q. PROGRAM

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

a. Grade: MD 1/MD2
 Destination: Liberty Science Center
 Program: Special Needs Day
 Date: 12/06/16
 Time: 8:15 a.m. 2:30 p.m.
 Transportation: Bus
 Cost: N/A

A Motion was made by Mrs. Pease and seconded by Mrs. Septor to Approve Program Item 1 (a).

ROLL CALL VOTE:

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

R. POLICY

1. To Approve the first reading of the following Tabled 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
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

POLICY (Continued)

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

Policies

0174 Legal Services

0177 Professional Services

2460 Special Education

6320 Purchases Subject to Bid

6471 School District Travel

7650 School Vehicle Assignment, Use, Tracking, Maintenance and Accounting

Regulations

R2440 Summer Session

R4281 Inappropriate Staff Conduct

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

ROLL CALL VOTE:

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

ANNOUNCEMENTS

- | | |
|--------------------------------------|---------------------|
| • School Picture Day | September 23, 2016 |
| • Week of Respect | October 3 – 7, 2016 |
| • Abbreviated Day – Staff In Service | October 10, 2016 |
| • Board of Education Meeting | October 18, 2016 |

COMMUNICATION FROM THE PUBLIC**ADJOURNMENT**

A Motion was made by Mrs. Pease and seconded by Mr. Hetzel to adjourn the Regular Meeting of the Board of Education at 7:48 p.m.

ROLL CALL VOTE:

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

RESPECTFULLY SUBMITTED