

**MINUTES OF THE
REGULAR MEETING
LAKEHURST BOARD OF EDUCATION
TUESDAY, OCTOBER 18, 2016
(HELD IN THE MEDIA CENTER OF THE LAKEHURST ELEMENTARY SCHOOL)**

A. CALL TO ORDER

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
_____	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.

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 Work Session and Regular Meetings – September 20, 2016

ROLL CALL VOTE:

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

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

- PTA Bxotops All Year, Santa Workshop approaching
- Manchester BOE, Heating and Air Projects being finished
- Ocean First Grant - \$250.00 Gift Card

F. SUPERINTENDENT'S REPORT

- Did not receive Policies; will be online soon.
- Small lighting project soon to light up playground and sidewalk.

G. ASSISTANT SUPERINTENDENT'S REPORT

1. HIB Report – September 2016: 2 Investigations
0 Confirmed

H. VICE PRINCIPAL'S REPORT

1. Fire Drill Report:

<u>Date</u>	<u>Time</u>	<u>Duration</u>
09/14/16	10:02 a.m.	57 seconds

2. Building Off-Site Evacuation Drill:

<u>Date</u>	<u>Time</u>	<u>Duration</u>
09/26/16	8:34 a.m.	23 minutes 38 seconds

Exhibit: 16-07**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 submission of QSAC District Performance Review for the 2016-2017 school year.
2. To Approve submission of QSAC Statement of Assurance for the 2016-2017 school year.

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

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 October 18, 2016, totaling \$1,016,744.49.
2. To Accept the Secretary's Report A-148 for September 30, 2016, with a Cash Balance of \$836,504.11.
3. To Accept the Treasurer's Report A-149 for September 30, 2016, with a Cash Balance of \$836,504.11.

FINANCE (Continued)

4. To Accept the Certification of No Over-expenditures:
Pursuant to N.J.A.C. 6A:22-2.11(c)3, I, Barry Parliman, Board Secretary, certify that as of September 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

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 September 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 Approve Sodexo Management, Inc. to provide the District food service for the 2016-2017 school year as follows:

RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator approve a one-year contractual agreement Addendum beginning July 1, 2016 and ending June 30, 2017 with Sodexo Management, Inc. (FSMC), food management provider for the Lakehurst School District.

FEES

General Support Services Allowance. District shall pay Sodexo a General Support Services Allowance equal to Sixteen Thousand Nine Hundred Sixty Seven Dollars and No Cents (\$16,967) for the 2016-2017 contract year, payable in ten equal installments of One Thousand Six Hundred Ninety-Six and Seventy Cents (\$1,696.70), September through June, computed at the end of each Accounting Period and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

Management Fee. District shall pay Sodexo a Management Fee in an amount equal to Four Thousand Four Hundred Eight Dollars (\$4,408.00 payable in ten equal installments of Four Hundred Forty Dollars and Eighty(\$440.80), September through June for the 2016-2017 contract year. The Management Fee shall be calculated at the end of each Accounting Period during the school year and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

A Motion was made by Mrs. Septor and seconded by Mr. Hetzel to Confirm, Accept and Approve Finance Items 1 – 6.

ROLL CALL VOTE:

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:
 - a. Name: Gina Narozniak
Date: 10/21/16
Topic: Tech. Toolbox
Place: Monmouth Mall, Eatontown, NJ
Cost: Mileage
 - b. Name: Caryanne Mine
Date: 10/21/16
Topic: Tech. Toolbox
Place: Monmouth Mall, Eatontown, NJ
Cost: Mileage
 - c. Name: Kim Foca
Date: 11/01/16
Topic: Recognizing the Warning Signs
Place: Monmouth Mall, Eatontown, NJ
Cost: Mileage
 - d. Name: Kim Lambusta
Date: 12/07/16
Topic: Flipping the Classroom
Place: Monmouth Mall, Eatontown, NJ
Cost: Mileage
 - e. Name: Melissa Dolan
Date: 12/13/16
Topic: Strategies for Reaching Underperforming Students
Place: Sheraton, Eatontown, NJ
Cost: \$245.00 and mileage
 - f. Name: Amanda Owens
Date: 01/26/17 to 01/27/17
Topic: FETC
Place: Orange County Convention Center, Orlando, FL
Cost: N/A (NAVAIR)
 - g. Name: Clifford Barneman
Date: 01/27/17
Topic: FETC
Place: Orange County Convention Center, Orlando, FL
Cost: N/A (NAVAIR)
 - h. Name: Susan Fehskens
Date: 05/31/17
Topic: WebQuests – Inquiry Based Activities
Place: Monmouth Mall, Eatontown, NJ
Cost: N/A
 - i. Name: Maria Brucato-Wilson
Date: 06/06/17
Topic: ABA for Teachers-Beyond the Basics
Place: Monmouth Mall, Eatontown, NJ
Cost: N/A

PERSONNEL (Continued)

2. To Approve Amanda Owens as a Lego League, Jr. Facilitator for the 2016-2017 school year at the Negotiated Rate through NAVAIR Grant.
3. To Approve Susan Fehskens as the Lego Club Facilitator for the 2016 – 2017 school year at the Negotiated Rate through NAVAIR Grant.
4. To Approve Susan Kotch for the Literature Club Facilitator for the 2016-2017 school year at the Negotiated Rate.
5. To Approve Conrad Cote as the Sea Perch Club Facilitator for the 2016-2017 school year at the Negotiated Rate through NAVAIR Grant.
6. To Approve Michele Welch as a Homebound Instructor effective 10/11/16 not to exceed ten (10) hours per week at the Negotiated Rate.
7. To Approve Maria D’Agostaro as a District Substitute for the 2016-2017 school year.
8. To Accept and Approve the resignation of Corey Childers as a District Substitute effective 09/01/16.

A Motion was made by Mrs. Pease and seconded by Mrs. Septor to Confirm, Accept and Approve Confirm Personnel Items 1 (a-i) and 2 – 8.

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 requests:

- a. Grade: Pre-K and MD-P
Destination: DeWolf Farm, New Egypt, NJ
Program: Pumpkin Picking/Fall Unit
Date: 10/18/16
Time: 8:30 a.m. to 12:00 noon
Transportation: Bus
Cost: \$7.50/Child
- b. Grade: 7th and 8th
Destination: Ocean Co. College, Grunin Center for the Arts
Program: Global Education for Girls
Date: 10/19/16
Time: 9:30 a.m. to 1:00 p.m.
Transportation: Bus
Cost: N/A
- c. Grade: 5th
Destination: Jakes Branch Park, Beachwood, NJ
Program: Science
Date: 10/18/16
Time: 9:30 a.m. to 1:30 p.m.
Transportation: Bus
Cost: N/A

PROGRAM (Continued)

- d. Grade: MD1 and MD 2
 Destination: Silverton Farms, Toms River, NJ
 Program: Service Learning Project
 Date: 10/25/16
 Time: 10:30 a.m. to 2:00 p.m.
 Transportation: Bus
 Cost: \$5.00/Child and \$5.00/Staff
- e Grade: Pre-K and MD-P
 Destination: Lake Horicon, Lakehurst
 Program: Fall Unit
 Date: 10/26/16
 Time: 8:45 a.m. to 9:45 a.m.
 Transportation: Walking
 Cost: N/A
- f. Grade: 4th through 8th
 Destination: Count Basie Theatre
 Program: Band
 Date: 11/16/16
 Time: 9:30 a.m. to 1:30 p.m.
 Transportation: Bus
 Cost: N/A
- g. Grade: First Lego League, Jr. Club
 Destination: West Windsor Plainsboro S High School
 Program: STEM
 Date: 11/19/16
 Time: 8:30 a.m. to 3:00 p.m.
 Transportation: Bus
 Cost: \$264.00 (STEM Grant)

A Motion was made by Mr. Hetzel and seconded by Mrs. Pease to Approve Program Item 1 (a-g).

ROLL CALL VOTE:

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

R. POLICY

- To Approve the second 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
 2411 Guidance Counseling

POLICY (Continued)

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 the second 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

POLICY (Continued)

Regulations

R2440 Summer Session

R4281 Inappropriate Staff Conduct

A Motion was made by Mrs. Septor 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

- | | |
|---|------------------------|
| • Halloween Parade | October 31, 2016 |
| • Veterans Day Observed | November 7 – 9, 2016 |
| • NJEA Convention | November 10 – 11, 2016 |
| • Board of Education Meeting | November 15, 2016 |
| • End of 1 st Marking Period | November 15, 2016 |

COMMUNICATION FROM THE PUBLIC

ADJOURNMENT

A Motion was made by Mrs. Septor seconded by Mrs. Pease to adjourn the Regular Meeting of the Board of Education at 7:25 p.m.

ROLL CALL VOTE:

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

RESPECTFULLY SUBMITTED