

MINUTES OF THE REGULAR VOTING MEETING
MIDDLETOWN TOWNSHIP BOARD OF EDUCATION
WEDNESDAY EVENING, OCTOBER 26, 2011

Time and Place Of Meeting: Pursuant to notices sent to each member of the Board of Education, the regular voting meeting was held on Wednesday, October 26, 2011 in the High School North Library, Middletown, New Jersey.

1. Call to Order

At 6:35 p.m. the meeting was called to order.

2. Sunshine Notice:

"Adequate notice of this meeting was provided by sending such notice to the Asbury Park Press, the Independent, the Two River Times, and the Hub and the posting of such notice at the August T. Miner Administration Building and each elementary, middle, and secondary school in the district."

3. Roll Call

Present: Leonora Caminiti, Michael Donlon, Sue Griffin, Michael Mascone, Gerald Wexelberg and Joan Minnuies.

Absent: Chris Aveta and Vincent Brand.

Also Present: Ernest Donnelly (Interim Superintendent), Amy Gallagher and Christopher Parton, Esq.

4. Resolution for Executive Session

At 6:38 p.m. a motion was made by Mr. Mascone, seconded by Mr. Donlon to go into executive session for matters of personnel. The Board will be conducting final round interviews of candidates for administrative positions. Motion carried on a voice vote.

5. Call to Order and Re-Reading of the Sunshine Notice

At 8:00 p.m. the voting meeting reconvened.

6. Roll Call

Present: Chris Aveta, Vincent Brand, Leonora Caminiti, Michael Donlon, Sue Griffin, Michael Mascone, Gerald Wexelberg and Joan Minnuies.

Absent:

Also Present: Ernest Donnelly (Interim Superintendent), Amy Gallagher and Christopher Parton, Esq.

7. Pledge of Allegiance

8. Student Representatives from High School North and High School South:

- High School South
- High School North

9. Board of Education Student Commendations

- A. Presentation of Commendations to High School North and High School South Students in the 2012 National Merit Scholarship Program - Ernest W. Donnelly, Interim Superintendent of Schools, and Joan Minnuies, President, Middletown Township Board of Education.

The following students are recognized as **2012 National Merit Commended Scholars**. Commended students are recognized for the exceptional academic promise demonstrated by their outstanding performance on the qualifying test used for program entry. They are among the highest 50,000 participants from a national pool of over 1.5 million entrants:

10. **Open to Public – Opportunity for Public Comments on Agenda Items Only**

The following members of the public spoke:

- Shannon MacRae commented on Bayview Elementary class size.
- Eileen Gavin, Bernadette Dean, Natalie Bopp, Esther-Lynn Ciprich, Ann Siuzdak and Janet Andril discussed health related policies and policy access.

11. **Motion to Approve Minutes**

- Voting Meeting – *September 27, 2011*
- Executive Session – *September 27, 2011*

Motion made by Mr. Donlon, seconded by Mr. Brand to approve item #11. Motion carried on a voice vote:
Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone,
Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

12. **Reports**

A. **Report of the President**

1) **Approval of Proclamation**

WHEREAS, 2011 marks the Sixty-Fourth Anniversary of Alpha Delta Kappa, the international, honorary organization of women educators; and

WHEREAS, the goals of this organization are to recognize outstanding educators, foster a fraternal friendship among educators on a world-wide scale, promote standards of excellence for educational projects and charitable activities that enrich society, and further our social and cultural progress; and

WHEREAS, women in education constitute a great portion of our nation's work force and are constantly striving to better serve their communities in various educational, civic, cultural and charitable programs;

NOW, THEREFORE, I, Joan Minnuies, President of the Middletown Township Board of Education, by the authority vested in me, do hereby proclaim October 2011 as Alpha Delta Kappa Month in Middletown, New Jersey and congratulate the organization on its Sixty-Fourth Anniversary.

Motion made by Mrs. Griffin, seconded by Mrs. Caminiti to approve Proclamation. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone,
Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

2) **Code of Ethics for School Board Members**

WHEREAS the New Jersey Legislature adopted amendments in 2002 to the School Ethic Act (N.J.S.A.18A:12-24.1) to make adherence to the Code of Ethics for School Board Members mandatory for each board member,

AND to ensure that Board Members understand what is expected of them under the Ethics Act and the Code of Ethics for School Board Members:

- *Each Board Member must read and become familiar with the Code of Ethics for School Board Members.*
- *Each Member must sign an acknowledgement that he/she has received a copy of the Code.*

THEREFORE, each Board of Education shall:

- *Discuss the School Ethics Act and the Code of Ethics for School Board Members at a regularly scheduled public meeting annually.*

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- *Adopt policies and procedures regarding the training of members in understanding the Code of Ethics.*
- *Provide documentation that each member has received and reviewed it.*

Motion made by Mrs. Griffin, seconded by Mr. Donlon to approve Code of Ethics. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

- 3) Approval for extension of contract for Ernest W. Donnelly to serve as Interim Superintendent of Schools, through 11/18/11.

Motion made by Mr. Brand, seconded by Mr. Donlon to approve Extension of Contract. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

B. Report of the Business Administrator/Board Secretary

- 1) Motion to accept the reports of the Treasurer and Secretary as being in agreement for the month of September 2011 - *Attachment # BA-1*
- 2) Motion to accept the Board Secretary's Certification that no major budget line item has been over-expended for the month of September 2011.
- 3) Approval of transfers – *Attachment # BA-2*
- 4) Motion to Approve Bill List for the period of September 28, 2011 – October 26, 2011 - *Attachment # BA-3*

Motion made by Mr. Aveta, seconded by Mr. Brand to approve item #s 1-4. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta (abst: #4-reimbursement for fingerprints), Mr. Brand, Mrs. Caminiti, Mr. Donlon (no: #4), Mrs. Griffin (abst: #4-reimbursement for fingerprints), Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

C. Report of the Superintendent

- 1) Recommend approval of contract with Sylvan Learning Center, beginning November 1, 2011 through August 31, 2012 – *Attachment # Supt-Rpt-1*
- 2) Recommend approval of the Annual Review and Revisions of *Agreement to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials- Attachment # Supt-Rpt-2*
- 3) Recommend approval of Sidebar Agreement between the Middletown Twp. Board of Education and the Middletown Twp. Education Association for the 2011-2012 school year – *Attachment # Supt-Rpt-3*

Mr. Kevin Frenia presented the 2010-2011 financial audit, and discussed the method of preparation. Copies of the audit synopsis were made available to the public.

- 4) Acceptance of the 2010-2011 District Financial Audit, as presented by *Holman & Frenia, P.C.*, and Approval of District Corrective Action Plan - *Attachment # Supt. Rpt-4*

Motion made by Mr. Aveta, seconded by Mr. Donlon to approve item #4. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

5) Approval for Submission of Comprehensive Maintenance Plan

The Superintendent of Schools recommends approval of the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to submit a Comprehensive Maintenance Plan and M-1 form documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached documents for the various school facilities of the Middletown Township School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

NOW THEREFORE BE IT RESOLVED, that the Middletown Township School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the Middletown Township School District in compliance with Department of Education requirements.

- 6) The Superintendent of Schools recommends the approval and submission of the Indicator 7.6 Facilities Checklists in compliance with Department of Education requirements.

Motion made by Mr. Donlon, seconded by Mr. Brand to approve item #s 1-3, 5 and 6. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

- 7) The Interim Superintendent of Schools recommends the approval of contract between Monmouth County Tutoring, LLC (Mathnasium) and the Middletown Board of Education, beginning November 1, 2011 through June 30, 2012 – Attachment # Addendum-1.

Motion made by Mr. Mascone, seconded by Mrs. Griffin to approve item #7. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

- 8) The Interim Superintendent of Schools recommends approval of the 2010-2011 Amendment #2 for the EWEG system.

Motion made by Mrs. Minnuies, seconded by Mrs. Caminiti to approve item #8. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

13. Recommendations of the Superintendent of Schools

A. Curriculum Committee (Sue Griffin, Chairperson)

- 1) Recommend approval of staff to attend conferences, workshops, in-services and seminars - Attachment # Curriculum-1
- 2) Approval of Suspension Report for September 2011 – Attachment # Curriculum-2
- 3) Recommend approval of Middletown Cultural and Art Council Master Class for the 2011-2012 school year, as follows:
Grades 6-8: (parent paid program beginning November 2011 thru June 2011) @ \$10.00 per student 1 day per month from 9:15-10:45 A.M.
The Middletown Arts Center will provide transportation by bus for each master class.
- 4) Approval for CentraState Health Center to provide professional development for November 8, 2011 for Bayshore, Thorne, Thompson PE departments @ CentraState Student Awareness Center @ \$650.00 for the day.
Account # 11-000-221-600-03-000
- 5) Approval for Study Island, Reading Eggs & Education City training for teachers from October 2011 thru November 2011 for the maximum of 22 sessions (10 schools) @ \$825.00 per session total \$8,250.00
Account # 11-000-223-320-140

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- 6) Approval of partnership agreement between *Fairleigh Dickinson University Middle College Program* and *Middletown Twp. Public Schools for Tomorrow's Teachers* for the 2010-2011 and 2011-2012 school years for the following courses:
 - Introduction to Professional Practice in Education
 - Field Experience I

Motion made by Mrs. Minnuies, seconded by Mr. Donlon to approve item #s 1-6. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

B. Finance Committee (Christopher Aveta, Chairperson)

- 1) Approval of Bids:
TV Production Switcher and Console for HS North TV Studio
(Bid date 10/12/11; 8 bid holders; 1 bid received)
Recommend awarding bid to:
Fly-Pack Express Systems, LLC, Garfield, NJ
Base Bid Equipment,
Installation and Training \$49,799.00
To be charged to: Technology Lease Funds
- 2) Recommend approval of resolution to implement a Section 125 Flexible Spending Account (FSA) program effective January 1, 2012- *Attachment # Finance-1*
- 3) Appointment of *Bowman & Company, LLP* to serve as School Auditors and to conduct the audit of the June 30, 2012 financial statements of the Middletown Township Board of Education in accordance with NJSA 18A:23-1 at a fee of \$41,000.
Charge to Account # 11-000-230-332-22-000
- 4) Resolution to Accept NJSBAIG Safety Grant
The Superintendent of Schools recommends the acceptance of the *NJSBAIG (MOCSSIF) Safety Grant* in the amount of \$53,546.81.
Project goals include:
 - a. Replenish safety surfaces at district elementary schools
 - b. Pave handicap accessibility to playgrounds at elementary schools
 - c. Anti-bullying training programs at district schools
- 5) Acceptance of proposal from *Spiezle Group* for inspection and evaluation of district roofing systems at a fee of \$17,550 and an allowance for Infrared surveys of the district's roofs not to exceed \$34,950.
Charge to Account # 12-000-400-390-31-000
- 6) In accordance with N.J.A.C. 6A:27-11.2(g), emergency evacuation drill was performed for the first half of 2011-2012 and completed - *Attachment # Finance-2*

Motion made by Mr. Brand, seconded by Mrs. Caminiti to approve item #s 1-6. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

C. Policy Committee (Vincent Brand, Chairperson)

- 1) Second Reading and Adoption: **Policy 0142 Board Member Qualifications and Code of Ethics** - requires Board members to go through a criminal history record check, including expenses for this. (This is a mandated policy.)
- 2) Second Reading and Adoption: **Policy and Regulation 2431.4 Prevention and Treatment of Sports-Related Concussions** – (This is a mandated policy.)
- 3) Second Reading and Adoption: **Policy 5512 - Harassment, Intimidation, and Bullying.** (This is a mandated policy.)

Motion made by Mrs. Griffin, seconded by Mr. Donlon to approve item #s 1-3. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

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D. Co-Curricular/Athletic Committee (*Jerry Wexelberg, Chairperson*)

E. Negotiations Committee (*TBA, Chairperson*)

F. Facilities Committee (*Michael Mascone, Chairperson*) Mr. Mascone reported on the October Facilities Committee meeting.

G. Student Services Committee (*Joan Minnuies, Chairperson*)

- 1) Approval of *Individual Instruction at Home - Attachment # Student Services-1*
- 2) Approval of *Out-of-District Student Placements – Attachment # Student-Services-2*
- 3) Approval for the submission on the 2011-2012 School Year application for the EWEG system, and the allocation of funds from:

| | |
|-----------------|--------------|
| IDEA, Basic | \$2,724,597. |
| IDEA, Preschool | \$ 82,431. |

- 4) Approval with MOESC to purchase 1 additional seat for the Regional Substance Abuse Day Treatment Program (“Crossroads”), at a cost of \$14,272.
Account #11-000-100-561-00-000
- 5) Approval of Agreement for 2011-2012 placement and tuition for student #11232.

Motion made by Mr. Brand, seconded by Mr. Donlon to approve item #s 1-5. Motion carried on a voice vote:
Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

H. Technology Committee (*Michael Donlon, Chairperson*)

14. Public Comment (for students only)

- Nick Koehler, Diane Koehler and one other student commented on freshman wrestling coaches.

15. Resolution for Executive Session

At 9:08 p.m. a motion was made by Mr. Mascone, seconded by Mr. Aveta to go into executive session for matters of personnel. Motion carried on a voice vote.

16. Resume Public Meeting

At 9:45 p.m. the public meeting resumed.

Mrs. Minnuies announced that two items on Attachment HR5, Bayshore Winter Wrestling/Assistant coaches are being tabled until further information has been received. Co-curricular Committee will address this at the November 7, 2011 meeting. Mrs. Minnuies announced the three additional agenda items for public comment.

17. Public Comment

- Shannon MacRae commented on student placement.
- Vera Piasecki commented the Assistant Superintendent for Curriculum and Instruction.

Recommendations of the Superintendent of Schools (continued).

I. Personnel Committee (*Leonora Caminiti, Chairperson*)

Recommendations of the Superintendent of Schools:

Note: All appointments of District staff are contingent upon satisfying the requirements of the Criminal History Review

1. Approval of retirement:
 - a. Maryann DeVarti (2/25/85) Bayview, Co-Teacher, effective 12/1/11
 - b. Jacqueline Fontanella (9/16/81) Thompson, Special Ed, effective 12/1/11
 - c. James Gibson, (9/1/79) HS North, Industrial Arts, effective 3/1/12
 - d. Patricia Nordstrom, (12/13/99) Bayview, Paraprofessional effective 12/31/11
2. Approval of resignations:
 - a. Ellen Scheurer, substitute teacher for personal reasons effective 11/3/11

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- b. James Marando, substitute teacher for personal reasons effective 9/16/11
 - c. Cristina B. Olsen, Social Development Teacher, New Monmouth for personal reasons effective 12/12/11
 - d. Monique Walker, substitute teacher and substitute paraprofessional for personal reasons effective 10/4/11
3. Rescission of employment:
- a. Jacquelyn Detwiler, paraprofessional effective 9/1/11
 - b. Alys Fornarotto-Regenye, Thompson, effective 9/30/11
4. Approval of leaves of absence:
- a. Peggilee Barry, Grade 5, Lincroft for medical reasons effective:
10/6/11 – 10/28/11 – paid leave
Acct# 11-120-100-101-20-000
 - b. Shonda Becker, Grade 4, Navesink for medical reasons effective:
11/9/11 – 12/16/11 – paid sick leave
Acct #11-120-100-101-20-000
 - c. Mary Davis, Transportation Department, Central Office for medical reasons effective:
10/31/11 – 11/16/11 – paid sick leave
11/17/11 – 11/22/11 paid vacation
11/23/11- 12/9/11 – unpaid medical leave
Acct#11-000-270-160-00-000
 - d. Patrice Halpin, Grade 3, Bayview for maternity effective:
1/23/12 – 2/17/12 – paid sick leave
2/18/12 – 5/4/12 – unpaid by District NJ Family Leave Act
Acct #11-120-100-101-20-000
 - e. Dawn Leyra Pakrul, LDTC, Leonardo for maternity effective:
12/1/11 – 1/7/12 – paid sick leave
1/8/12 – 2/10/12 – unpaid by District – NJ Family Leave Act
Acct# 11-000-219-104-00-000
 - f. Ruth S. Marcello, Grade 5, Nutswamp for medical reasons effective:
11/2/11 – 11/30/11 – paid sick leave
Acct#11-120-100-101-20-000
 - g. Meghan Passerelle, Paraprofessional, Thorne for maternity effective:
1/3/12 – 1/19/12 – paid sick leave
1/20/12 – 4/13/12 – unpaid by district NJ Family Leave Act
Acct # 11-000-262-107-00-021
 - h. John Waltz, Maintenance Mechanic, District for medical reasons effective:
9/28/11 – 10/24/11 paid sick leave
Acct#11-000-261-100-31-026

Adjustments

- i. Jeanne Butler, Paraprofessional, HS South for medical reasons effective:
10/11/11 – 10/14/11 – unpaid leave
- j. Diana Cantillo, District Director of Secondary Initiatives for medical reasons effective:
9/1/11 – 10/18/11 – paid sick leave
10/19/11- 10/31/11 – paid vacation
Acct #11-000-240-104-22-000
- k. Mary Ann Ferrara-Scala Secretary, HS North for maternity effective:
7/5/11 – 7/31/11 – unpaid leave
8/1/11 – 10/16/11 – unpaid by District – NJ Family Leave Act
10/17/11 – 10/31/11 – paid vacation
Acct #11-000-240-105-18-016
- l. Dawn Karpell, Thorne, Social Studies for maternity effective:
10/10/11 – 12/8/11 –paid sick leave
12/9/11 – 3/5/11 – unpaid by District – NJ Family Leave Act
Acct#11-130-100-101-05-000
- m. Alyssa LoPresti, Co-Teacher, Leonardo for maternity effective:
11/19/11 – 11/25/11 – unpaid by District - NJ Family Leave Act
11/26/11 – 6/30/12 – unpaid maternity leave

Acct#11-120-100-101-20-000

- n. Jamie McInerney, Navesink, Grade 2 for maternity effective:
9/1/11 – 9/23/11 – paid sick leave
9/24/11 – 12/16/11 – unpaid by District - NJ Family Leave Act
Acct #11-120-100-101-20-000
- o. Joy Newcomb, Navesink, Grade 2 for maternity effective:
9/1/11 – 10/4/11 – paid sick leave
10/5/11 – 11/18/11 – unpaid by District - NJ Family Leave Act
Acct # 11-120-100-101-20-000

Motion made by Mr. Brand, seconded by Mr. Mascone to approve item #s 1-4. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

- 5. Approval of new hires:
 - a. Jaclyn E. Camb, Spanish, Thompson – Monmouth Univ – BA
Certification: Teacher of Spanish
Rate: BA – Step 8 – \$54,550 (pro-rated)
Effective: upon release from present employment – 6/30/12
Acct#11-130-100-101-04-000
 - b. Pamela Felder, SAC, Thompson – Montclair State BA
Certification: Substance Awareness Coordinator
Rate: BA – Step 1 - \$51,150 (pro-rated)
Effective: 11/1/11 – 6/30/12
Acct#11-000-219-104-00-000
 - c. Ashley L. Melici, (Replacement) Social Studies, Thorne – Monmouth University MA
Certification: Teacher of Social Studies CEAS
Rate: MA – Step 1 - \$62,555 (pro-rated)
Effective: 10/31/11 – 3/5/12
Acct# 11-130-100-101-05-000
 - d. Melanie P. Tindall,(Replacement) Grade 2, Fairview - Columbia University MA
Certification: Elementary School Teacher
Rate: MA – Step 11 - \$68,130 (pro-rated)
Effective: 11/1/11 – 6/30/12
Acct #11-120-100-101-20-000
 - e. Jennifer Werner, (Replacement) Co-Teacher, Leonardo – University of Florida MA
Certification: Teacher of Students with Disabilities
Rate: MA – Step 1 - \$62,555 (pro-rated)
Effective: 10/27/11 – 6/30/12
Acct #11-120-100-101-20-035
- 6. Approval of salary adjustments:
 - a. Derek Browne, Technology Specialist
Rate: \$48,637 – pro-rated (proof of degree)
Effective: 9/26/11 – 6/30/12
Acct #11-000-252-100-27-000
 - b. Richard Wyman, Thompson, Custodian
Rate: \$54,427 – pro-rated (Chief Day Custodian stipend)
Effective: 11/1/11 – 11/30/11
Acct#11-000-262-100-04-023
 - c. Robin Schork, Middletown Village, Co-Teacher
Rate: BA – Step 6 - \$53,150 – pro-rated (verification of steps)
Effective: 9/28/11 – 2/3/12
Acct#11-120-100-101-20-000
- 7. Approval of increase in assignment:
 - a. Daniel Trezza, Middletown Village/Bayview Health & Physical Education
BA - Step 1 – \$15,345 pro-rated (30% of \$51,150)

Effective 10/27/11 – 6/30/12
Acct # 11-120-100-101-20-009

8. Approval of adjustment of date of assignment:
- Mark Kelly, HS South, Interim Assistant Principal effective 10/29/11 – 12/31/11
 - Laura Mandile, HS North, Art Teacher effective: 10/11/11 – 4/30/12
 - Patrick Rinella, HS South, Interim Principal effective: 10/29/11 – 6/30/12
9. Approval to add the following to the approved list of substitute personnel effective 2011-12:

| <u>Sub Teachers</u> | <u>Sub Secretaries</u> | <u>Sub Paraprofessionals</u> | <u>Sub Security Guard</u> |
|---------------------|------------------------|------------------------------|---------------------------|
| Matthew Clemente | Janet Concepcion | Susan Foster | Paul Riepe |
| Cara D'Angelillo | Elaine Gross | Susan Ricciardi | |
| Susan Foster | Michele Mingino | Kenneth O'Connor | |
| Alexandra Jones | | Daniel Devine | |
| Heather Kuchen | | Kathryn Brady | |
| Jason Lemma | | | |
| Susan Marinelli | | | |
| Thomas Nicholes | | | |
| Susan Ricciardi | | | |
| Kenneth Ridge | | | |
| Paula Shearer | | | |
| Kelly Smith | | | |
| Brian Stevens | | | |
| Brian Wiltbank | | | |
| Rebecca Zielinski | | | |

10. Approval of 6th period assignments effective 9/1/11 - 6/30/12
- HS South:
- | | | |
|----------------|--|------------|
| Sarah Boyce | Science lab – 4 periods per week | \$7,598.37 |
| Kevin Sullivan | Marine Science lab – 1 period per week | \$1,861.59 |
- Approval of 6th period assignment effective 10/27/11 – 6/30/12
- | | | |
|----------------|---------|------------|
| Valerie Barney | Spanish | \$7,334.86 |
|----------------|---------|------------|

Motion made by Mr. Brand, seconded by Mr. Mascone to approve item #s 5-10. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

11. Adjustment of funded salaries for Title I schools for 2011-12: **Title 1 Salaries**
- Account code: 20-231-100-100-12-000
- | School | Staff | Salary | Amount Funded |
|----------|--------------|----------|---------------|
| Leonardo | Susan Meehan | \$91,030 | \$18,296 |
| Bayview | Robin Kozic | \$79,875 | \$28,704 |

Account code: 20-270-200-100-12-100 (account number change)

| School | Staff | Salary | Amount Funded |
|----------|------------------|----------|---------------|
| District | Jennifer Martins | \$93,081 | \$34,897 |
| District | Evelyn Mamman | \$93,081 | \$34,897 |

12. Approval of payments: (\$1,069.53)
- | | | | |
|-------------------|----------|-----------------------|----------|
| Clorinda Argiro | \$101.86 | Nancy Gray | \$101.86 |
| Cheryl Armstrong | \$101.86 | Dana Houlihan | \$101.86 |
| Eileen Connor | \$101.86 | Patricia Miller-Jones | \$101.86 |
| Christine D'Amico | \$101.86 | Lee Ann Reno | \$101.86 |

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| | | | |
|----------------------|----------|-------------|----------|
| Donna DePersio-Pesce | \$101.86 | Tamara Winz | \$101.86 |
| Catherine Emery | \$ 50.93 | | |

Acct# 11-216-100-106-00-021

13. The following employees of Chartwells Food Service, an approved District vendor, have completed the Emergent application pending approval:
Catherine Guardino
Ellen Thumm
14. Approval of preservice teachers to complete fieldwork and internship/student teaching per *Attachment HR 1*
15. Approval of special contracts per *Attachment HR 2*
16. Approval of district training and curriculum committees per *Attachment HR 3*
17. Approval of Paraprofessionals per the following conditions of employment as displayed on *Attachment HR 4*
18. Approval of Coaches per *Attachment HR 5*
19. Approval of job description Social Behavior Support Specialist per *Attachment HR 6*
20. Approval of job description for Personnel Director per *Attachment HR-7*

Motion made by Mr. Donlon, seconded by Mr. Brand to approve item #s 11-20 (#18, Attachment HR5 – Bayshore wrestling coaches Tabled). Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

21. The Interim Superintendent of Schools recommends the appointment of Jill A. Takacs, Ed.D. as the Assistant Superintendent of Curriculum and Instruction, at a 2011-12 annual salary of \$158,000 (pro-rata) pending negotiations and contract approval by the Monmouth County Executive Superintendent.
Acct#: 11-000-230-100-24-000

Motion made by Mr. Aveta, seconded by Mr. Mascone to approve item #21. Motion carried on a voice vote:

Ayes: (8) – Mr. Aveta, Mr. Brand, Mrs. Caminiti, Mr. Donlon, Mrs. Griffin, Mr. Mascone, Mr. Wexelberg and Mrs. Minnuies.

Noes: (0) –

18. **Old Business** – Mrs. Minnuies read the interviewing process for staff, as follows:

Teaching Staff - The selection of teaching staff members will consist of at least one interview and one demonstration lesson for finalists, whenever possible. The interview committee must consist of the following members:

- Building level administration
- District level administration

The candidate recommended by the committee will be reviewed by the Superintendent.

The final candidate will be recommended by the Superintendent to the Board of Education.

Assistant Principal - The selection of an Assistant Principal will consist of two rounds of interviews. The Round 1 interview committee will consist of the following members:

- Teacher(s)
- Building level administration
- District level administration

The Round 2 interview committee will consist of district level administration.

The candidate recommended by the committee will be reviewed by the Superintendent.

The final candidate will be recommended by the Superintendent to the Board of Education.

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Principal - The selection of a Principal will consist of two rounds of interviews. The Round 1 interview committee will consist of the following members:

- High School student representative (junior or senior)
- Parent Faculty Association or Parent Teacher Organization representative
- Teacher(s)
- Building level administration
- District level administration

The Round 2 interview committee will consist of district level administration

The candidate recommended by the committee will interview with the Superintendent (no Board Member)

The final candidate will be recommended by the Superintendent to the Board of Education.

District Level Administration - The selection of District Level Administration will consist of two rounds of interviews. The Round 1 interview committee will consist of district level administration including the Superintendent. The Round 2 interview committee will consist of the Board of Education. (Note: The top two candidates from Round 1 will be forwarded to Round 2.)

This process was demonstrated this evening for the district level administrator interviews for the Assistant Superintendent of Curriculum and Instruction. Mr. Donnelly has instructed all district personnel and administration to follow these procedures from now on.

19. **New Business** – Mrs. Minnuies announced that there are six (6) applicants for the vacant Board seat and interviews will take place on November 14, 2011 and the appointment will be made on November 21, 2011. Hockey in Middletown will be having a fund raiser and all of the information is posted on their website. The Great Race was held on October 22nd and had 3600 participants. Awards went to Middletown Village for the most number of applications (approximately 670), River Plaza for the most number of participants in their enrollment, and New Monmouth for the most improved (200 applications over last year). Mr. Aveta acknowledged Mrs. Minnuies and all of the other volunteers who donated their time and effort in making the Great Race a successful event. This was the highest turnout ever.

20. Public Comment

- Howie Brey commented on home baseball game status and field conditions.

Mrs. Gallagher and Mr. Donnelly reported on the field status and advised that the goal of the district is to have the field operational by the baseball season. Mr. Mascone advised that there will be monthly updates by the Facilities Committee on the progress DEP approval and field repairs.

- Nikki Wedwaldt discussed G&T program.
- Linda Runyon discussed secretarial postings and website.
- Parent advocate discussed special needs student's IEP.
- Dawn Diorio discussed parent portal and class size analysis.
- Vera Piasecki commented on district technology and auditor's report.
- Linda Guyer discussed classroom printers.

21. Motion to Adjourn

Motion made by Mr. Brand, seconded by Mrs. Griffin at 10:43 p.m. to adjourn the meeting. Motion carried on a voice vote.

Respectfully submitted,


Amy P. Gallagher
School Business Administrator/Board Secretary

/vrn
10/27/11