

**LITTLE EGG HARBOR BOARD OF EDUCATION**  
**SEPTEMBER 18, 2017**  
**FROG POND ELEMENTARY SCHOOL - MULTI-PURPOSE ROOM**  
**5:00 PM**  
**Minutes**

**I. CALL MEETING TO ORDER**

The meeting was called to order by Ms. Gina Frasca, Board President, at 5:10 p.m.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

**II. EXECUTIVE SESSION**

Motion by J. Becker. Seconded by J. Palan.

To enter into a closed executive session for the purpose of discussing the matters checked below. Action may or may not be taken upon return to regular session.

Matters involving personnel

Contractual Matters

Negotiations

Anticipated Litigation

Safety and Security

OTHER:  Statutory Confidential Matter  Right to Receive

Government Funds  Invasion of Individual Privacy  Collective Bargaining

Agreement or Negotiations  Acquisition of Property  Investigations of Violations

Attorney-Client Privilege  Public Hearing Deliberations

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**III. PLEDGE OF ALLEGIANCE** - Ms. Frasca led the Pledge of Allegiance.

**IV. OPEN PUBLIC MEETINGS ACT**

This is to advise the general public that in compliance with the open public meetings act the Little Egg Harbor Board of Education caused to be posted at the office of the Board of Education located at 307 Frog Pond Road, Little Egg Harbor, NJ and faxed on, January 5, 2017 to the Asbury Park Press, Atlantic City Press, Manahawkin Newspapers, and SandPaper and to the office of the Municipal Clerk of Little Egg Harbor, a meeting notice setting forth the time, date, and location of this meeting.

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**V. APPROVAL OF AGENDA**

Motion by A. Daleo. Seconded by R. Moncrief.

To approve the regular meeting agenda for September 18, 2017.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**VI. BOARD PRESENTATIONS**

- Electronic Violence and Vandalism Reporting System (EVVRS) end of year report - Dr. McCooley gave a presentation reviewing the incidents throughout the year.

**VII. SUPERINTENDENT'S REPORT**

Dr. McCooley gave the following report:

District Highlights:

Dr. McCooley officially welcomed everyone to the 2017-2018 school year. As she walked around the buildings and did tours on Thursday, August 31st it was great to see how spotless the schools were. The custodial and maintenance staff under the direction of Educational Facilities Manager, Seth Cole did an amazing job. As did our technology department, secretarial and transportation staffs. Dr. McCooley loved seeing the classrooms decorated with our teachers personal styles and touches. The rooms were very welcoming - all they needed was the students and they arrived on Thursday thrilled to be back.

New this year, there will be a 6th grader from Frog Pond Elementary School and George J. Mitchell Elementary School come and speak briefly at the monthly board meetings about things that are occurring in their schools.

Student of the Month will resume in October.

Back to School Night's were held at all the schools and had a great turnout of parents.

The Office of Curriculum and Instruction will be hosting two parent evenings. They are asking that parents RSVP. The flyers have been posted on the district website page and also our facebook page.

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A Parent Report Card Presentation will be held on Wednesday, September 27th at 6:00pm in the Media Center at the Frog Pond Elementary School. Light refreshments will be served.

A Basic Skills Parent Night & Pizza Dinner will be held on Tuesday, October 10th at 6:00pm in the Media Center at the Frog Pond Elementary School.

Dr. McCooley will be again hosting monthly “Sit with the Sup” meetings. The first meeting will be held on Wednesday, September 20th at 1:00pm in her office. In October the meeting will be on Thursday, October 19th at 7:00pm. Dr. McCooley welcomes all parents and members of the community to attend. Please RSVP to Madge via facebook, email or call the superintendents office.

After the Board meeting this evening, Dr. McCooley, along with Ms. Frasca, Mr. Daleo, and Mr. Brown will be speaking and answering questions from residents at the Township Advisory Council meeting.

**VIII. OPEN TO THE PUBLIC**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express with each statement made by a participant limited to three minutes as cited in Policy No. 0167.

The public may comment on any item on the agenda at this time. General public comment will occur later in the meeting.

Ms. Pat Johnson, Sandpaper - Ms. Johnson asked what is the purpose of the outdoor classroom and who can use it? Dr. McCooley stated the staff has been fundraising to build an outdoor classroom for the students and the money needed is to have the architect draw it. Mr. Brown clarified that the money has been generated from the color run. The money from the color run will be used to have a conceptual sketch, a list of items needed and an estimate cost to build it. The district will work with the building supervisors to try and get most of the items on the list donated and possibly the labor also.

Ms. Pat Johnson, Sandpaper - She asked if Little Egg Harbor is paying for the Cops in School. Dr. McCooley stated there are two School Resource Officers and the district does pay for them at a discounted rate.

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Ms. Pat Johnson, Sandpaper - Ms. Johnson inquired as to why the district is switching Health Benefits and what is the savings? Dr. McCooley said Mr. Brown would talk about this subject in Board of the Whole. She also questioned what the budget plan of action attachment is? Dr. McCooley stated it is the schedule of how the board office plans to present the budget.

Ms. Pat Johnson, Sandpaper - Ms. Johnson questioned what PaperCut is? Dr. McCooley explained that it is a technology program which helps the district save money on copying.

**IX.** Motion by A. Daleo. Seconded by J. Becker.

**BE IT HEREBY RESOLVED BY THE LITTLE EGG HARBOR BOARD OF EDUCATION** at the regular Board of Education meeting held on September 18, 2017 the following:

**WHEREAS**, the Department of Education requires New Jersey School Districts to Designate beginning with the first Monday in October (October 2 - 6, 2017) as the **“Week of Respect”** in New Jersey and beginning with the third Monday in October (October 16 - 20, 2017) as **“School Violence Awareness Week”** and

**WHEREAS**, the Little Egg Harbor Board of Education acknowledges the importance of character education for the students of Little Egg Harbor; and the educational value of teaching our students to become caring and compassionate individuals by age appropriate instruction focusing on preventing harassment, intimidation and bullying and teaching students that violence is not the solution to a problem

**NOW, THEREFORE, BE IT RESOLVED**, that we, the Little Egg Harbor Board of Education do hereby recognize the **“Week of Respect”** held October 2nd through October 6th and **“School Violence Awareness”** Week held October 16th through October 20th in the Little Egg Harbor Township School District.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**X. BOARD WORK SESSION**

Policies and Regulations

**LITTLE EGG HARBOR BOARD OF EDUCATION**

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The policies and regulations have been posted on the board site for your review. It should be noted that only the policies and/or regulations that have a "M" after it, is "Mandated", the rest are either suggested or recommended. However, if they are being revised and already have them, they MUST be revised.

Harassment, Intimidation and Bullying Self Assessment for 2016-2017

The self assessments are available for board members review.

Monthly Policy and Regulation Review

The following policies are available for review: Policy #5112 Entrance Age, Policy #8140 Pupil Enrollment and Regulation #8140 Pupil Enrollment.

Dr. McCooley looked at other district's policies and found an outline of a policy for new entrance requirements; if the child is not the age before October 1st or is the age and should be in first grade, the district can give them an assessment, written and emotional screening, to decide where they belong.

Superintendent Goals 2017-2018

Dr. McCooley reviewed her Superintendent Goals for the 2017-2018 School Year.

Budget & Finance

Medical Benefits

Mr. Brown stated at the August board meeting we spoke about switching from the State Prescription Plan to the Horizon Stand Alone Prescription Plan.

This meeting we are addressing the switch from the State Health Plan to the Horizon Direct Access Stand Alone Health Plan.

The District is looking at an increase of more than \$600,000 to stay in that state plan. It is the recommendation of the Finance Committee and the board of education that the district go with the alternative Horizon Direct Access 15 Health Plan. The district is still looking at a significant increase over the current health benefit cost but it does save us more than \$125,000. It is important to understand that it is not a direct savings that flows back to the district, it is an avoided cost for the upcoming year.

Plan of action for 2018-2019 Budget

Mr. Brown explained that this is the outline of the schedule of dates.

HVAC (Heating/Air Conditioning) Stipend

A staff member who has specific credentials will be paid to perform routine maintenance of our heating and air conditioning units at the schools.

Creation of new positions

P/T Bus Driver - Transportation DCRP needs - required to transport homeless or displaced students. The employee will be on call when the need arises.

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P/T Maintenance Worker - This staff member will be to focus on the grounds/exterior of the building are upkept.

President's Update:

Ms. Frasca wanted to call everyone's attention to an invite from Pinelands Regional School District, they are launching their Superintendent search and are looking for student, parent, community and staff input. There will be input sessions on October 2nd at 6:30p.m. It will be open to students, parents and the community in the High School Media Center.

Ms. Frasca wanted to share that she attended a NJ School Board Association Strategic Planning Meeting. Some highlights from the meeting: (1) advocate with politicians and lobbying for the elimination of the Superintendent's salary cap, (2) upcoming initiatives are future ready schools, IT procurement, also STEM initiatives, creating a Health Benefits Commission, and their focus on the opioid crisis in New Jersey. They are launching a new online tool to evaluate superintendents. Focusing on corporate sponsorships - districts trying to partner up with the community to look for other resources. The School Board is offering Weekend long workshops for core leadership. Ms. Frasca is happy to see that every board member will be attending the New Jew School Boards Workshop and she is looking forward to that.

October Board of Education Meeting:

Monday, October 16, 2017

Bills:

- October 16th - Bob Moncrief
- November 20th - Jim Becker
- December 18th - August Daleo

NJSBA Convention - October 23rd -26th, Atlantic City

**XI. MINUTES**

Motion by J. Becker. Seconded by M. Maleski.

To approve the minutes for the regular and executive meeting on August 21, 2017.  
(Attachment XI)

\*Note- Ms. Palan submitted a letter with abstentions for the August 21, 2017 meeting.

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Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**XII. FINANCE**

Motion by M. Maleski. Seconded by J. Becker to approve Finance Items A through G.

**Authorized Payment of Bills**

- A. To approve all bills and claims for September 2017, which have been examined by a member of the board and are presented for approval. (Attachment XII-A)

**Line Item Transfers**

- B. To approve all Line Item Transfers and Adjustments as per attachments. (Attachment XII-B)

**July Monthly Secretary Report**

- C. To approve the Board Secretary's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of July 31, 2017, no major budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Little Egg Harbor Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1. In accordance with N.J.A.C. 6A:23A-16.10 (c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of July. (Attachment XII-C)

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

- D. To approve the Board of Education's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c)4, the Little Egg Harbor Board of Education certifies that as of July 31, 2017, and after review of the secretary's monthly financial report appropriations section as presented, and upon consultation with appropriate district officials, that to the best of the Board's knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**July Treasurer's Report**

**LITTLE EGG HARBOR BOARD OF EDUCATION**

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- E. To acknowledge receipt of the Treasurer’s report and the Board Secretary’s report which are in agreement for the period ending July 31, 2017. (Attachment XII-E)

**Payroll**

- F. To approve the payroll as follows:

|                      |   |              |
|----------------------|---|--------------|
| ○ August 30, 2017    | - | \$178,232.92 |
| ○ September 15, 2017 | - | \$810,260.66 |
| Total                | = | \$988,493.58 |

Gross pay includes gross pay, employer share of FICA and Medicare.

**Travel**

- G. To approve the travel and related expense reimbursement per policy. (Attachment XII-G)

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by R. Moncrief. Seconded by A. Daleo to approve Finance Items H through M.

- H. To approve the contract in the amount of \$7,800 between the Atlantic City School District and the Little Egg Harbor School District. This contract is for training for the Reading Recovery Teacher, Marie Cittadino. (Attachment XII-H)
- I. To approve the following salaries as part of the FY 2018 ESEA Consolidated Grant Application:

| <b>Salary Breakout<br/>ESEA FY 2018</b> |                               |                         |                          |                      |                        |                    |
|---|-------------------------------|-------------------------|--------------------------|----------------------|------------------------|--------------------|
| <b>Employee</b>                         | <b>Position/<br/>Location</b> | <b>Total<br/>Salary</b> | <b>Title I<br/>Funds</b> | <b>%<br/>Title I</b> | <b>Local<br/>Funds</b> | <b>%<br/>Local</b> |
| Kennedy,<br>Cynthia                     | BSI Teacher, FPE              | \$ 80,199               | \$ 33,500                | 42%                  | \$ 46,699              | 58%                |
| Mandra,<br>Kathleen                     | BSI Teacher, FPE              | \$ 74,849               | \$ 33,500                | 45%                  | \$ 41,349              | 55%                |



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|------------------------|---------------------------------------|-------------------------|--------------------------|----------------------|------------------------|--------------------|
| Jillson, Lynn          | BSI Teacher, FPE                      | \$ 75,649               | \$ 28,495                | 38%                  | \$ 47,154              | 62%                |
| Zettlemoyer, Lori      | BSI Teacher, FPE                      | \$ 68,759               | \$ 33,500                | 49%                  | \$ 35,259              | 51%                |
|                        | <b>Subtotal FPE</b>                   | <b>\$299,456</b>        | <b>\$128,995</b>         |                      | <b>\$170,461</b>       |                    |
|                        |                                       |                         |                          |                      |                        |                    |
| <b>Employee</b>        | <b>Position/<br/>Location</b>         | <b>Total<br/>Salary</b> | <b>Title I<br/>Funds</b> | <b>%<br/>Title I</b> | <b>Local<br/>Funds</b> | <b>%<br/>Local</b> |
| McGettigan,<br>Colleen | BSI Teacher, GJM                      | \$ 80,199               | \$ 28,500                | 36%                  | \$ 51,699              | 64%                |
| Pritsch, Kelly         | BSI Teacher, GJM                      | \$ 77,624               | \$ 28,500                | 37%                  | \$ 49,124              | 63%                |
| Simoncini, Tracy       | BSI Teacher, GJM                      | \$ 68,759               | \$ 28,500                | 41%                  | \$ 40,259              | 59%                |
|                        | <b>Subtotal GJM</b>                   | <b>\$226,582</b>        | <b>\$ 85,500</b>         |                      | <b>\$141,082</b>       |                    |
|                        |                                       |                         |                          |                      |                        |                    |
| Cittadino, Marie       | Reading Recovery<br>Teacher, District | \$ 68,584               | \$ 45,000                | 66%                  | \$ 23,584              | 34%                |
|                        | <b>Subtotal District</b>              | <b>\$ 68,584</b>        | <b>\$ 45,000</b>         |                      | <b>\$ 23,584</b>       |                    |
|                        | <b>Total Title I Funds</b>            |                         | <b>\$259,495</b>         |                      |                        |                    |

- J. To approve the quotes for The Great Body Shop supplemental health curriculum resources, Grades K-5, from The Children's Health Market, Inc. The cost for the Frog Pond Elementary School is \$5,250.00 and the cost for the George J. Mitchell Elementary School is \$4,245.15. (Attachment XII-J)
- K. To approve the Contract/Agreement for Bayada Home Health Care, Inc., for Nursing Services on the bus for A.M., Grade 3 at the Frog Pond Elementary School beginning August 18, 2017 through on/or about June 30, 2018.
- L. To approve the proposal from Spiezzle Architectural Group for Professional Services for New Outdoor Classroom at Frog Pond Elementary School in the amount of \$2,200.00. (Attachment XII-L)
- M. To approve the local businesses that has committed to purchase a banner that will be displayed on the fences around the playing fields or the Multi-Purpose Rooms.

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\*Urgent Care Now  
\*Manahawkin~Chrysler~Dodge~Jeep~Ram

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by M. Maleski. Seconded by A. Daleo to approve Finance Items N through U.

**Donations**

- N. To approve to accept the following donations made to the Little Egg Harbor School District:
- a. Accept Donation from Great Bay Regional Police Athletic League, Inc. in the amount of \$2,195.40 for Drug Prevention Educational Material for the 4th, 5th and 6th grade classes.
  - b. Accept Donation from Manahawkin~Dodge~Chrysler~Dodge~Jeep~Ram in the amount of \$1,000.00 for Chromebooks.

**Cops in School Amendment to the Memorandum of Understanding**

- O. To approve the Cops in School Amendment to the Memorandum of Understanding related to the 2017-2018 school year for a total cost of \$110,228.21. (Attachment XII-O)

**Health Benefits Plan/Horizon Direct Access 15**

- P. To authorize the conversion of Health Benefits from the State Health Benefits Plan to Horizon Direct Access 15, effective December 1, 2017, per the recommendation of the Finance Committee.

**2018-2019 Budget Plan of Action**

- Q. To authorize the 2018-2019 Budget Plan of Action as presented. (Attachment XII-Q)

**Bollinger Specialty Group**

- R. To approve the Renewal Proposal from Bollinger Specialty Group for Student Accidental Insurance effective through October 7, 2019. (Attachment XII-R)

**Rescind Contract Agreement**

- S. To approve to rescind the Contract Agreement for incoming Tuckerton student, D.H., Grade 6 for educational services.

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**Schoolwide, Inc.**

- T. To approve the purchase in the amount of \$2,655.00 from Schoolwide Inc. for Zing, an online access to leveled digital libraries for Grades 2-6 for the Frog Pond Elementary School and the George J. Mitchell Elementary School. (Attachment XII-T)
  
- U. To approve the pilot of Schoolwide Inc.’s “Writing Fundamentals” program in Grades K-5 for the Frog Pond Elementary School and the George J. Mitchell Elementary School, for the 2017-2018 school year. The cost of the pilot program is \$4,890.75. (Attachment XII-U)

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
 Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes  
 Mrs. Palan abstained from Item P.

The Board Secretary stated the motion carried.

Motion by R. Moncrief. Seconded by M. Maleski to approve Finance Items V through BB.

**Hands-on Life Skills**

- V. To approve establishment of educational Hands-on Life Skills Activities Supplemental Program for the 2017-2018 school year. (Attachment XII-V)

**Tuition Contract Agreement**

- W. To approve the Tuition Contract Agreement for incoming Bass River student, J.A., Grade 5 at the Frog Pond Elementary School for educational services effective September 7, 2017 through June 14, 2018. 180 days x \$138.77 per diem. Tuition \$24,978.00 + \$29,016.17 (1:1 Aide) = \$53,994.17 per year.

**IDEA Funded Salaries FY’ 2017-2018**

- X. To approve the following revised IDEA Funded Salaries FY’ 2017-2018 School Year:

**BASIC**

| Employee       | Account #             | Building / Title        | Total 17-18 Salary | \$ IDEA     | \$ Local | % IDEA | % Local |
|----------------|-----------------------|-------------------------|--------------------|-------------|----------|--------|---------|
| Maureen Cooley | 20-250-100-106-00-006 | FPE<br>Paraprofessional | \$22,135.00        | \$22,135.00 | 0        | 100%   | 0       |

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|                       |                       |                         |                      |             |          |      |    |
|-----------------------|-----------------------|-------------------------|----------------------|-------------|----------|------|----|
| Susan Doka            | 20-250-100-106-00-006 | FPE<br>Paraprofessional | \$21,982.00          | \$21,982.00 | 0        | 100% | 0  |
| Julia Gonzales        | 20-250-100-106-00-006 | FPE<br>Paraprofessional | \$11,919.00          | \$11,919.00 | \$0.00   | 100% | 0% |
| Melanie Mancuso       | 20-250-100-06-00-006  | GJM<br>Paraprofessional | \$16,529.00          | \$16,529.00 | 0        | 100% | 0  |
| Shirley McCann        | 20-250-100-106-00-006 | GJM<br>Paraprofessional | \$23,305.00          | \$23,305.00 | 0        | 100% | 0  |
| Marion Prata          | 20-250-100-106-00-006 | GJM<br>Paraprofessional | \$20,141.00          | \$20,141.00 | 0        | 100% | 0  |
| Jennifer Sisco        | 20-250-100-106-00-006 | FPE<br>Paraprofessional | \$11,226.00          | \$10,735.00 | \$491.00 | 96%  | 4% |
| Marie Wyatt           | 20-250-100-106-00-006 | FPE<br>Paraprofessional | \$16,106.00          | \$16,106.00 | 0        | 100% | 0% |
| 20-250-100-106-00-006 |                       |                         | Total = \$142,852.00 |             |          |      |    |

**Out-of-State travel**

Y. To approve the Out-of-State travel and related expense reimbursements per policy. (Attachment XII-Y)

**AFLAC Broker of Record**

Z. To approve Mr. William Johnson as the AFLAC Broker of Record.

**Head Start**

AA. To approve an agreement with Head Start in the amount of \$500,000 for the Enhancement of Family Outreach services for enrolled three (3) and four (4) year olds; as approved by the Division of Early Childhood Education, pending final contract agreement. (Attachment XII-AA)

**Stewart Business Solutions**

BB. To approve a contract with Stewart Business Solutions, State Contract number A51145, to install Papercut software for the district in the amount of \$7,998.00. (Attachment XII-BB)

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
 Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**XIII. FACILITIES**

Motion by A. Daleo. Seconded by M. Maleski to approve Facilities Item A.

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**Community Use of Property**

- A. To approve the following request for Community Use of Property as per Board Policy #7150. (Attachment XIII-A)

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**XIV. TECHNOLOGY**

Motion by M. Maleski. Seconded by J. Becker to approve Technology Items A and B.

**Microsoft Learning**

- A. To approve the Microsoft Licensing Renewal between the Little Egg Harbor School District and Dell Corp. at a cost of \$11,413.17. (Attachment XIV-A)

**Tri-County Technology Services**

- B. To approve the Tri-County Technology Services agreement for Network Engineer Level Network Support in the amount of \$32,000. (Attachment XIV-B)

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**XV. NEW BUSINESS**

Motion by A. Daleo. Seconded by J. Becker.

To amend the agenda to approve the recommendation of the Superintendent of Schools for the motion below:

1. The pay rate for the part time bus driver will be \$20.00 per hour when called into work.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes

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Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

**XVI. INFORMATIONAL ITEMS**

The following items are being presented for informational purposes (Attachment XVI):

- A. Community School Financials for the month of August 2017
- B. Correspondence from Mr. Cole, Facilities Manager
- C. Correspondence from the Technology Department
- D. Correspondence from Ms. June Palan

**XVII. PERSONNEL**

Motion by M. Maleski. Seconded by A. Daleo to approve Personnel Item A1.

**Retirement**

A. To approve the following retirement:

- 1. Mrs. Helen Kunder, District Secretary, effective 12/31/2017 - 31 years of dedicated service to the staff and students of LEHSD.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by R. Moncrief. Seconded by A. Daleo to approve Personnel Item B1.

**Resignations**

B. To approve the following resignations:

- 1. Ms. Bonnie Doyle, GJM, P/T CPA, effective 8/23/2017

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes

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Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by R. Moncrief. Seconded by A. Daleo to approve Personnel Item B2.

2. Mrs. Dara Conklin, FPE/GJM Special Education teacher, as per the agreed settlement dated 9/5/2017, Mrs. Conklin will be on an approved leave effective 9/1/2017 through 12/31/2017. Additionally, the Board of Education is accepting Mrs. Conklin's resignation effective 1/1/2018.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes

Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by A. Daleo. Seconded by R. Moncrief to approve Personnel Items C1 through C8.

**Staffing**

- C. To approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools.  
(Appointment(s) and salaries are contingent upon verified documentation.)  
Attachments # AR 2, 4, 5)

1. Ms. Nicole Russell, 5th Grade Replacement Teacher, GJM, effective 9/1/2017 through 12/21/2017, as per the LEHTEA salary guide BA Step 1 \$56,784.00 prorated. Ms. Russell will be replacing Jennifer Carnes, who is on medical leave. This is not a tenurable position. Time accrued will not go towards tenure.
2. Dr. Melissa A. McCooley, Superintendent of Schools, to approve the qualitative and quantitative goals for the 2017-2018 school year, as per attachment. (Attachment XVII-C2)
3. Mr. Joseph Yglesias, IV, Replacement Special Education Teacher, FPE & GJM, effective 9/19/2017 through 12/22/2017, as per the LEHEA salary guide, BA Step 1 \$56,784.00 prorated. Mr. Yglesias will be replacing

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Dara Conklin, who is on approved leave. This is not a tenurable position. Time accrued will not go towards tenure.

4. Mrs. Jennifer Sisco, P/T Special Education Paraprofessional, FPE, effective 9/7/2017 - 6/30/2018, as per the LEHSSA salary guide Step 1 w/degree \$13.13 per hour x 4.75 hours x 180 days = \$11,226.00. Mrs. Sisco is replacing Mrs. Tunison who retired. This is not a tenurable position. Time accrued will not go towards tenure.
5. Ms. Rachel Denney, P/T Special Education Paraprofessional, FPE, effective on or about 9/19/2017 - 6/30/2018, as per the LEHSSA salary guide Step 1 \$11.93 per hour x 4.75 hours x 180 days = \$10,200.00, pro-rated. Ms. Denny is replacing Mrs. Tunison who retired. This is not a tenurable position. Time accrued will not go towards tenure.
6. Ms. Jodi Turi, P/T Special Education Paraprofessional, GJM, effective on or about 9/19/2017 - 6/30/2018, as per the LEHSSA salary guide Step 1 w/degree \$13.13 per hour x 4.75 hours x 180 days = \$11,226.00, pro-rated. Ms. Turi is replacing Mrs. Mara who accepted a full time position. This is not a tenurable position. Time accrued will not go towards tenure.
7. Ms. Patricia MacCorkle, P/T Cafeteria Playground Aide, GJM, effective on or about 9/19/2017 - 6/30/2018. \$11.93 per hour x 3 hours x 180 days = \$6,422.00 pro-rated. Ms. MacCorkle is replacing Ms. Bonnie Doyle. This is not a tenurable position. Time accrued will not go towards tenure.
8. Mr. Christopher Austin, Maintenance Worker, FPE, shall receive a stipend of \$3,000.00 for additional HVAC responsibilities, effective 7/1/2017 - 6/30/2018.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes

Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

Mrs. Palan abstained from Items C4, C5, C6, C7, C8.

The Board Secretary stated the motion carried.

Motion by M. Maleski. Seconded by A. Daleo to approve Personnel Items D through G.

D. To approve the following professional staff to write additional Science Curriculum



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during the 2017-2018 school year at the rate of \$35.00 per hour for 8 hours totalling \$280.00 per person: (Attachment AR 1)

- Bridget Arnold
- Kim Maciejewski

E. To approve the following professional staff as Science Instructional Coaches for the 2017-2018 school year, at an annual stipend of \$2,100.00 as per negotiated agreement. This will be paid through Title 2 grant funds. (Attachment AR 1)

|                  |                 |                 |
|------------------|-----------------|-----------------|
| Bridget Arnold   | Carla Baker     | Katherine Bruno |
| Jennifer Hansson | Michael Schmidt | Rachel Savage   |
| Lisette May      |                 |                 |

F. To approve the following request for Advanced Training Level of the Teacher's Salary

Guide, effective September 1, 2017 as listed below:

1. Mrs. Kimberly Cascone, KDN Teacher, FPE, from Step 6 MA+15, \$62,684.00 to Step 6 MA+30, \$63,584.00, effective 9/1/2017
2. Mr. Richard DiMauro, Special Education Teacher, GJM, from Step 3 BA, \$57,184.00 to Step 3 BA+15 \$58,134.00, effective 9/1/2017

G. To approve the following staff for homebound instruction up to 10 hours per week for a FPE student.

- Kimberly Barat
- Lori Benson

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by M. Maleski. Seconded by R. Moncrief to approve Personnel Item H.

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- H. To approve and/or accept the following appointment for the Little Egg Harbor Community School (s) upon recommendation of the Superintendent of Schools, effective 9/19/2017. (Appointment(s) and salaries are contingent upon verified documentation.)

| Name             | Positon               | Hourly Rate | Hours    |
|------------------|-----------------------|-------------|----------|
| Dietrick, Sydney | Counselor             | \$12.00     | Flexible |
| Henderson, Alex  | Counselor             | \$12.00     | Flexible |
| Wyatt, Marie     | Counselor             | \$12.00     | Flexible |
| Connolly, Joseph | Counselor in Training | \$10.00     | Flexible |
| Kline, Julia     | Counselor in Training | \$10.00     | Flexible |
| McCloskey, Arynn | Counselor in Training | \$10.00     | Flexible |
| O'Rourke, Sean   | Counselor in Training | \$10.00     | Flexible |
| Skripak, Jaimie  | Counselor in Training | \$10.00     | Flexible |
| Wyatt, Nathan    | Counselor in Training | \$10.00     | Flexible |

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes

Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by J. Becker. Seconded by M. Maleski to approve Personnel Items I1 through I4.

**Leave of Absence**

- I. To approve the following request(s) for Leave of Absence as listed below:  
(Attachment # AR3 , AR4)

1. Mrs. Nelinda Perez, FPE, is requesting a Medical Leave of Absence effective 9/1/2017 through 9/22/2017. Mrs. Perez is requesting to utilize 12 sick days, plus 2 non-cumulative sick days. Employee's medical benefits will remain intact during this period.

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2. Mrs. Teresa Martucci, FPE, is requesting to utilize intermittent NJFLA effective 9/7/2017 through 6/30/2018, up to a total of 60 days, to care for a family member, pending medical documentation. Mrs. Martucci is requesting to utilize accumulated sick time during this time. Employee's medical benefits will remain intact during this time.
3. Ms. Cynthia Kennedy, FPE, is requesting to utilize intermittent NJFLA effective 9/5/2017 through 6/30/2018, up to a total of 60 days, to care for a family member. Ms. Kennedy is requesting to utilize accumulated sick time during this time. Employee's medical benefits will remain intact during this time.
4. Mrs. Mary Gordon, District Data Specialist, is requesting an unpaid Medical Leave of Absence effective 11/13/2017 through on or about 12/22/2017. Mrs. Gordon is requesting to utilize FMLA for a total of 28 days, pending medical documentation. Employee's medical benefits will remain intact during this time.

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

Motion by A. Daleo. Seconded by M. Maleski to approve Personnel Items J through L.

- J. To approve the attached Graduate Course Classes as per the Little Egg Harbor Education Association/Board Contractual Agreement, College Course Approvals as per the Little Egg Harbor Support Staff Association/Board Contractual Agreement and Administrator's Agreement. (Attachment XVII-J)
- K. To approve the attached substitutes for the 2017-2018 school year. (Attachment XVII-K)
- L. To approve the attached list of field placements for the 2017-2018 school year. (Attachment XVII-L)

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

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The Board Secretary stated the motion carried.

**XVIII. HIB**  
**UPON RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS**  
**TO APPROVE ITEM XVIII**

There are no Harassment, Intimidation and Bullying reports at this time.

**XIX. POLICY AND PROCEDURES**

Motion by J. Becker. Seconded by A. Daleo to approve Policy and Procedures Items A through K.

- A. To submit the HIB Self-Assessment for the 2016-2017 school year.  
(Attachment XIX-A)
- B. To approve the following staff member as District Anti-Bullying Coordinator for the 2017-2018 school year.
  - Mrs. Jacqueline Truzzolino, Director of Elementary Education
- C. To approve the following staff members as Anti-Bullying Specialists for the 2017-2018 school year. (Attachment # AR 3, 4, 5)
  - FPE - John McGrath, Guidance Counselor
  - GJM - Sandra Close, School Social Worker
  - RCW ECC - Meghan Gunsten, Behavioral Specialist
- D. To approve the following professional placement for the 2017-2018 school.
  - Mrs. Erin Borysewicz shall work as both the the Community Parent Involvement Specialist and Social Worker for the Robert C. Wood, Sr., Early Childhood Center.
- E. To submit the Bi-Annual Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2017-2018 school year. (Attachment # XIX-E)
- F. To approve the following new positions for the 2017-2018 school year:
  - Part Time Bus Driver

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- Part Time Building Maintenance Personnel

G. To approve the following new job descriptions for the 2017-2018 school year:  
 (Attachment XIX-G)

- Part Time Bus Driver
- Part Time Building Maintenance Personnel

H. To approve the attached listing of Policies for revision: (Attachment # XVIII-H)

| <b>POLICY #</b> | <b>POLICY TITLE</b>                       |
|-----------------|---|
| 2700            | Services to Nonpublic School Students (M) |
| 7100            | Long-Range Facilities Planning (M)        |
| 7300            | Disposition of Property                   |

I. To approve the attached listing of Policies for 1st Reading: (Attachment # XVIII-I)

| <b>POLICY #</b> | <b>POLICY TITLE</b>                      |
|-----------------|--|
| 7101            | Educational Adequacy of Capital Projects |
| 7102            | Site Selection and Acquisition           |
| 7130            | School Closing                           |

J. To approve the attached listing of Regulations for Revision: (Attachment # XVIII-J)

| <b>REGULATION #</b> | <b>REGULATION TITLE</b>            |
|---------------------|------------------------------------|
| 7100                | Long-Range Facilities Planning (M) |

K. To approve the attached listing of Regulations for 1st Reading:  
 (Attachment # XVIII-K)

| <b>REGULATION #</b> | <b>REGULATION TITLE</b>                  |
|---------------------|--|
| 7101                | Educational Adequacy of Capital Projects |

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|        |                                  |
|--------|----------------------------------|
| 7102   | Site Selection and Acquisition   |
| 7300.2 | Disposition of Land              |
| 7300.3 | Disposition of Personal Property |
| 7300.4 | Disposition of Federal Property  |

Roll Call:

Mr. Becker Yes Mr. Daleo Yes Dr. Gross Absent Mr. Maleski Yes  
 Mr. Moncrief Yes Mrs. Palan Yes Ms. Frasca Yes

The Board Secretary stated the motion carried.

***INFORMATIONAL ITEMS:***

The following items are being presented for informational purposes:

- Enrollment report for the first day of school

**XX. *PUBLIC COMMENT***

The floor is now open to members of the public. The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express with each statement made by a participant limited to three minutes as cited in Policy No. 0167. There is a sign-in sheet located on the podium. Please sign in before you speak.

There was no public comment at this time.

**XXI. *BOARD FORUM***

Dr. McCooley congratulated Mrs. Anne Flynn on a grant that she received. Mrs. Flynn put a lot of hard work into receiving this grant.

**XXII. *ADJOURNMENT***

Motion by A. Daleo. Seconded by J. Becker.

To adjourn at 6:45 p.m.

VOTE: All Ayes

Respectfully submitted,

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Mr. Nicholas K. Brown  
Board Secretary/School Business Administrator