

MINUTES
MONMOUTH BEACH BOARD OF EDUCATION
NOVEMBER 17, 2016 – 7:30 PM

CALL TO ORDER

President Ruoff called this meeting to order at 7:30 p.m. and announced that adequate notice of this meeting was given in compliance with the Open Public Meetings Act PL 1975 by the following means: copies posted in Borough Hall, Monmouth Beach School Website and advertised in the Asbury Park Press

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Mr. Decker, Mrs. Gardner, Mrs. Bolsch, Mr. Mariani, Mr. Roberts, Mr. Ruoff, Mrs. Scaturro

ABSENT: Mr. Baker, Mrs. Denker

PRESENTATION

Mr. Ettore presented Certificates of Commendation to the winners of the MBS Veteran's Day Essay Contest, Jude Belas and Regina Giordano.

Mrs. Mahoney and Mr. Kammerer presented Certificates of Commendation to the boys and girls Cross Country Teams for becoming undefeated Division Champions.

After a brief break in the meeting Mr. Richard Hellenbrecht, Auditor, presented the Comprehensive Annual Financial Report (CAFRA) to the public. He reviewed the Management Report with the Board. Recommendations made in the report will be approved during the Finance Section of the Agenda

CORRESPONDENCE

APPROVAL OF MINUTES

Mr. Ruoff moved seconded by Mr. Decker to adopt the following resolution:

BE IT RESOLVED to approve the minutes of October 20, 2016

Yes: Mr. Decker, Mrs. Gardner, Mrs. Bolsch, Mr. Mariani, , Mr. Ruoff, Mrs. Scaturro

Abstain: Mr. Roberts

SUPERINTENDENT'S REPORT

Mr. Ruoff moved seconded by Mr. Mariani to adopt the following resolution:

BE IT RESOLVED to affirm the HIB Form, with no reported acts, as presented by Mr. Michael E. Ettore.

Mr. Ruoff moved seconded by Mr. Mariani to adopt the following resolution:

BE IT RESOLVED to approve the following:

STATISTICAL INFORMATION

Student Enrollment as of October 31, 2016

Preschool – Mrs. Pennell	12
Kindergarten - 1 Mrs. Marino	17
Grade 1 - 1 Mrs. Gallo	10
Grade 1 - 2 Mrs. Sheridan	10
Grade 2 - 1 Mrs. Pietz	08
Grade 2 - 2 Ms. Poznak	08
Grade 3 - 1 Ms. Albert	12
Grade 3 - 2 Ms. O’Neill	15
Grade 4 - 1 Mrs. Brown	14
Grade 4 - 2 Mrs. Santry	13
Grade 5 - 1 Mrs. Vaccarelli	14
Grade 5 - 2 Mr. Vastano	14
Grade 6 - 1 Mrs. Mahoney	14
Grade 6 - 2 Mrs. Silakowski	14
Grade 7 - 1 Mrs. Sullivan	18
Grade 7 - 2 Mr. Vincelli	18
Grade 8 - 1 Mrs. Maxcy	15
Grade 8 - 2 Mrs. McMahan	<u>15</u>
Total	241

Special Education (Out of District): 3

One student in the following placements:

Oceanport Schools (1)

Harbor School (1)

Long Branch School (1)

Student Attendance

September	99%	February
October	97%	March
November		April
December		May
January		June

Staff Attendance

September	96.5%	February
October	99%	March
November		April
December		May
January		June

Fire Drills

November 7, 2016 at 2:00 p.m.

Security Drill

Evacuation (non fire) October 24, 2016 at 10 a.m.

In compliance with Open Public Meetings Act PL 1975, Chapter 10:4-12 subsection b, - A public body may exclude the public only from that portion of a meeting at which the public body discusses any matter involving the employment, appointment, termination of employment, terms and conditions of employment evaluation of the performance of promotion or discipline of any specific prospective public officer or employees or current public offer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. As per Board Bylaws, 0167, public participation in Board Meetings, such remarks are to be limited to five minutes duration. The Board of Education, though affording the opportunity for members of the public to comment will not engage and/or make remarks concerning matters of student confidentiality and/or matters of personnel wherein employees of the District have not been given notice of the Board's intent to discuss their terms and conditions of employment. Members of the public are reminded that though they are afforded the opportunity to address the Board, they are not given license to violate the laws of slander. Comments made by members of the public that are not in keeping with the orderly conduct of a public meeting will be asked to yield the floor and if they fail to do so may be subject to charges under New Jersey statutes associated with disruption of a public meeting.

There was four staff members present for the meeting. Mrs. Mahoney thanked the PTO for the graphing calculators. Mr. Ruoff noted the Negotiations Committee will meet with the Teachers' Negotiations Committee on December 19

PTO UPDATE

The Play "Elf" will be this weekend.

FINANCE

Dianne Bolsch, Chair

David Baker, Steve Mariani, Leo Decker

Mrs. Bolsch moved seconded by Mr. Decker to adopt the following resolution:

BE IT RESOLVED to approve the following financial reports:

- Report of the Board Secretary – October 31, 2016

Cash Balances:

October

Fund 10	\$2,418,525.45
Fund 20	\$ -48,999.24
Fund 30	\$ 52,613.15
Fund 40	\$ -
Fund 50	\$ 8,959.74
Fund 60	\$ 45,741.98

- Report of the Treasurer – July 31 - October 31, 2016
- October Payroll
- November bill list in the amount of \$99,387.74

In accordance with the reports attached:

Pursuant to NJAC 6:120-2.13(d), I certify as of October 31, 2016 no budgetary line item account has been over expended in violation of NJAC 6:20-22.13 (ad). I hereby certify that all of the above information is correct.

Board Certification:

Pursuant to NJAC 6:20-2.3 (e), we certify that as of October 31, 2016 after review of the Secretary's Monthly Report and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6:230-22.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Mrs. Bolsch moved seconded by Mr. Roberts to adopt the following resolution:

BE IT RESOLVED to approve the Comprehensive Annual Financial Report ending June 30, 2016 as presented with the following recommendations:

Board Secretary's Report

16-01 That all wire transfers be recorded immediately

16-02 Any transfer be recorded immediately to insure accurate records.

16-30 End of the month reports should be completed as soon as possible

Food Service

16-04 That the food service account be monitored and proper expenditures charged to the food service account

Payroll

16-05 A review of all payroll records should be made to insure proper disbursements are made for salaries and benefits

Student Activity

16-06 That any payments from the student activities fund only be made after all proper documentation is presented and no sales tax included.

BE IT FURTHER RESOLVED to approve the Corrective Action Plan for the audit recommendations for submission to the Department of Education.

PERSONNEL

Sandi Gardner Chair,

Kathy Denker, David Roberts, Kelly Scaturro

Mrs. Gardner moved seconded by Mr. Mariani to adopt the following resolution:

BE IT RESOLVED to approve the following teacher/admin workshops:

- Alison McMahon and Erin Deininger to attend Strategies!Strategies!Strategies! Strengthen your writing instruction to significantly increase student's writing skills on January 13, 2017 at a cost of \$245 per person.
- Doreen Silakowski to attend a Science workshop, Forces and Interactions using STEM principles, on December 7, 2016 in accordance with our membership in the Brookdale Education Network.
- Lori Gallo to attend a Guided Math workshop through Bureau of Education & Research on January 31, 2017 at a cost of \$245.00.

Mrs. Gardner moved seconded by Mrs. Scaturro to adopt the following resolution:

BE IT RESOLVED to retroactively approve Lauren Decker as a substitute nurse for the 2016-2017 school year. Emergent hire was approved by the NJDOE County Superintendent's office.

Yes: Mrs. Gardner, Mrs. Bolsch, Mr. Mariani, , Mr. Roberts

Mr. Ruoff, Mrs. Scaturro

Abstain: Mr. Decker

Mrs. Gardner moved seconded by Mrs. Scaturro to adopt the following resolution:

BE IT RESOLVED to approve Tamara Sasala as a volunteer coach for the girls' basketball team for the 2016-2017 school year.

CURRICULUM AND INSTRUCTION

Chair Kathleen Denker

Leo Decker, Sandi Gardner, David Roberts

No Report

BUILDING AND GROUNDS

David Baker, Chair

Dianne Bolsch, Leo Decker, Steve Mariani

Mr. Decker moved seconded by Mr. Mariani to adopt the following resolution:

BE IT RESOLVED to approve the following Building Use Application Form:

- Approve West Long Branch Sports Association to hold their Thanksgiving Basketball Tournament on November 20, 2016, November 25, 2016, and November 26, 2016 from 7 a.m. to 9:30 p.m.
- Approve MB PTO to host a 'Holiday Shop for Kids' on December 12, 2016 and December 13, 2016 from 8 a.m. – 3 p.m. in Media Center.

Mr. Decker moved seconded by Mr. Mariani to adopt the following resolution:

BE IT RESOLVED to adopt the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year 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 Monmouth Beach 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 Monmouth Beach School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the Monmouth Beach School District in compliance with Department of Education requirements.

Mr. Decker moved seconded by Mr. Mariani to adopt the following resolution:

BE IT RESOLVED to approve Participation Agreement for Cooperative Purchasing of Telecommunication Services (ACT)

POLICY

David Roberts, Chair

Sandi Gardner, Leo Decker, Kathy Denker

No report

GENERAL ITEMS

Future meeting dates:

- Due to a conflict, the next meeting date will be changed to Tuesday, December 13, 2016 at 6:30 p.m.

EXECUTIVE SESSION

There was no executive session

Respectfully Submitted,

Linda M. Considine

Interim Business Administrator/Board Secretary