

FARMINGDALE BOARD OF EDUCATION

MEETING MINUTES

February 27, 2013 @7:30pm

Vice President called the meeting to order at 7:30pm

I Meeting Called to Order

II Announcement of Open Public Meetings Law (NJSA 10:4-6) was enacted to insure the right of the public to have advance notice of and to attend meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this law, Public Notice of this meeting was provided to the Asbury Park Press on April 27, 2012.

III Roll Call - Mrs. Wright-present, Mr. Shaffer-present, Mrs. Rhein-present, Mr. Maser-present. Also present: Mrs. Crowl – Superintendent, Mrs. Minutolo – SBA/BS, Mr. Byrtus and Mr. Daniels.

IV Pledge of Allegiance

Motion: Mrs. Rhein

Seconded: Mr. Maser

V RESOLVED, that the Board of Education accepts with deep regret the resignation of Mr. Byrtus, Board President/member effective February 19, 2013.

Roll Call: Mr. Shaffer - Y Mrs. Rhein- Y
 Mrs. Wright - Y Mr. Maser - Y

-The Board and Administration thanked Mr. Byrtus for his contribution to the Board and he will be missed. The Board and Administration also congratulated him on his appointment to Council and wish him all the best in his future endeavors.

SBA/BS requested nominations for Board President -

Nomination of President:

Mrs. Wright, nominated by Mrs. Rhein and seconded by Mr. Maser, for the office of Board President.

“Do you Mrs. Wright consent to having your name placed in nomination for the office of Board President?”

Yes

Hearing no other nominations, the SBA/BS requests that the nominations be closed.

Motion: Mrs. Rhein

Seconded: Mr. Shaffer

RESOLVED, that Mrs. Wright having been properly nominated, be elected as President of the Farmingdale School District Board of Education.

Roll Call: Mr. Shaffer -Y Mrs. Rhein-Y
 Mrs. Wright -Y Mr. Maser -Y

The Board and Administration congratulated Mrs. Wright on her appointment as President.

Mrs. Wright asked for nominations for Vice President.

Nomination of Vice President:

Mr. Shaffer, nominated by Mrs. Rhein and seconded by Mr. Maser, for the office of Board Vice President.

“Do you Mr. Shaffer consent to having your name placed in nomination for the office of Board Vice President?”

Yes

Hearing no other nominations, the Board President will request that the nominations be closed.

RESOLVED, that Mr. Shaffer having been properly nominated, be elected as Vice President of the Farmingdale School District Board of Education.

Motion: Mrs. Rhein

Seconded: Mr. Maser

Roll Call: Mr. Shaffer -Y Mr. Maser - Y
 Mrs. Wright -Y Mrs. Rhein -Y

The Board and Administration congratulated Mr. Shaffer on his appointment of Vice President.

VI Committee Reports:

1 Buildings and Grounds – Chairperson: Mr. Shaffer, Mrs. Rhein

-The POD container has been placed outside to house the supplies that were formerly in the trailer.

-The trailer is near ready to house students and be utilized as a classroom.

-Mr. Shaffer is developing a list for B&G to focus on future projects.
(i.e. shed 24 x30, etc.)

Motion to change the order of business. All in favor say yes. All members agreed to change the order of business.

1B. Audience Participation:

During the course of the Board meeting the Farmingdale School District Board of Education offers members of the public an opportunity to address issues regarding the operation of the Farmingdale School District. The Board reminds those individuals who take this opportunity to identify themselves by name and address and to limit their comments to items listed on the agenda and/or items directly related to the operation of the School district. **Questions raised by members of the public may or may not be responded to by the Board.** All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. **Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board.** Students and employees have specific legal rights afforded to them by the laws of New Jersey. There will be a thirty-minute limit for public participation.

Motion to open the meeting to the public: Mrs. Rhein

Second: Mr. Shaffer at 7:43 pm

Roll Call: Mrs. Wright -Y Mr. Shaffer -Y
 Mrs. Rhein-Y Mr. Maser -Y

-Mr. Byrtus thanked the Board and enjoyed being of service to the school as well as the community. Mr. Byrtus would like to participate in any manner possible to assist the school in achieving its goals. Mr. Byrtus will continue to participate with the walking school bus.

The Board and Administration is grateful of his services and thanked him for his participation.

Mr. Daniels introduced himself to the Board and presented a letter of interest to fill the recently vacant seat. The Board President thanked him for his letter of interest and stated that the seat is to be advertised and the Board will select a community member at our April meeting.

Motion to close the meeting to the public: Mr. Shaffer

Second: Mrs. Rhein at 7:49pm

Roll Call: Mrs. Wright Mr. Shaffer
Mrs. Rhein Mr. Maser

2. Finance : Chairperson: Mrs. Wright, Mr. Shaffer

-Review of the February 18, 2013 Finance meeting (see attached handouts).

The Finance committee met and reviewed the 2013/2014 budget. The District has not yet received their state aid numbers for 2013/14 fiscal year. In addition a line item by line item review was completed and increases in health benefits has warranted an health benefits waiver. The budget is built on last year's state aid numbers. Provided the state aid increases, it is the intent of the finance committee and administration to reduce the tax levy. Provided we receive additional state aid, the tax levy will be approximately 2% increase from last year (approx. \$5.80 per month for a home assessed at \$316,880.00).

The District has moved forward with the purchases of laptops, improving the internal network capabilities and will shortly purchase the 2nd phase of technology with the separate question that passed in November/2012.

3. New Business

-A notice of vacancy will be advertised for the Farmingdale open board seat. Please send a letter of interest to the SBA/BS.

-CSA recommends that the appointed Board President in absences of Mr. Byrtus's resignation will serve on the Technology committee and the Vice President will on the Personnel committee until the seat is filled.

4. Technology/Communications

Mr. Maser visited a charter school (approx. 210 students) to observe their technology and networking of their labs/school. The following was reviewed by Mr. Maser: integration of IPADs and its applications, online books, smart boards (Apple TV), database (Apple Education Services –

AES), teacher evaluation. The technology integrated in many aspects of the student academic curricula is an exciting process in learning and it is the intent to integrate our newly purchased technology in the same manner. The Board thanked Mr. Maser for his in-depth review of his visit to the charter school.

The next step is for the committee to meet with the teachers for review of the 2nd purchase of technology.

5. Old Business

-Superintendent and Board Goals - Mrs. Weincoff-NJSBA re: Evaluation process –need to set a date for her review. Mrs. Wright will call Mrs. Weincoff to set a date for her visit to Farmingdale.

-Survey for Aftercare Program 2013-14 school year (see attached)

-Disclosure forms need to be electronically sent. Please complete your form on-line.

6. New Business

-See Ms. Castelloe regarding reading. In the month of March is Reading Across America (Dr.Suess)

VII Minute Approval:

Resolved, that the Board of Education accept the minutes from the February 13, 2013 meeting.

Roll Call: Mr. Shaffer Mrs. Rhein
Mrs. Wright Mr. Maser

VIII Correspondence:

-E-mail resignation letter from Mr. Byrtus (see attached)

-Survey Aftercare Program (see attached)

-Handouts from the Finance meeting (see attached)

IX. Board Action:

Motion by: Mrs. Rhein Seconded by: Mr. Maser

RESOLVED that the Board of Education accept resolutions
2-27-13-1 - 2-27-13-5

Roll Call: Mr. Maser -Y Mr. Shaffer -Y
Mrs. Wright -Y Mrs. Rhein -Y

2-27-13-1 **RESOLVED**, the Board of Education upon the recommendation of the Superintendent and SBA/BS that the tentative budget be approved for the 2013-14 school year using the 2012-13 state aid figures. The Superintendent & SBA/BS be authorized to submit the following tentative budget to the County Executive Superintendent of Schools for approval in accordance with the statutory deadline.

RESOLVED, that there should be raised for the General Fund **\$1,549,175.00** for the ensuing School Year (2013-14).

Anticipated Enrollment: 155

Revenue:	Budgeted Fund Balance:	\$ 115,704.00
	Local Tax Levy:	\$ 1,549,175.00
	Misc. Revenue:	\$ 3,000.00
	Tuition:	\$ 10,000.00
	State Aid: 2012/13 #'s	\$ 758,642.00
	Special Revenue:	\$ 49,974.00
	Sub-total Rev.	<u>\$2,486,495.00</u>
Expenditures:	General Fund:	\$2,436,521.00
	Special Revenue:	\$ 49,974.00
	Sub-total Exp.	<u>\$2,486,495.00</u>

RESOLVED, that the said tentative budget be advertised in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law. The proposed budget includes sufficient funds to provide curriculum and instruction, which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2013-14 tentative budget includes a maximum travel appropriation of \$3,000.00 general fund and \$5,000.00 special revenue funds. The SBA/BS shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2013-14 proposed budget is a maximum regular business travel amount of \$1,000.00 for specific employees.

RESOLVED, that the public hearing and regular meeting be held in the Library at Farmingdale Public School on March 21, 2013 (Thursday) at 7:30pm for the purpose of conducting a public hearing on the budget for the 2013-14 school year.

RESOLVED, that the Farmingdale Board of Education includes in the proposed budget the automatic waiver adjustment for increased cost of health benefits in the amount of \$23,425.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

2-27-13-2 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent approves the following substitute teacher for the 2012-13 school year: Amy Teeter, 146 Montrose Road, Colts Neck, NJ 07722.

2-27-13-3 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent approve the bills list for February 2013 in the amount of \$243,737.31 see attached.

2-27-13-4 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent accepts the Board Secretary and Treasurer of School Monies' Reports for December 2012 - see attached.

2-27-13-5 **RESOLVED**, that pursuant to NJAC 6:30-13C district administration certify as of December 31, 2012 after review of the Secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund had been over-expended in violation of NJAC 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

X. Motion for Closed Session : NONE

**XI. Motion for Adjournment: Mr. Shaffer Second: Mr. Maser
Time: 8:50pm**

Roll Call: Mrs. Wright-Y Mr. Maser-Y
Mr. Shaffer-Y Mrs. Rhein -Y