

# FARMINGDALE BOARD OF EDUCATION

## MEETING MINUTES

August 24, 2011 @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 May 5, 2011.

III **Roll Call** - Mr. Dyevoich - present, Mr. Shaffer-present, Mr. Byrtus-present, Mrs. Wright-absent, Mrs. Rhein-present. Also present: Mrs. Crawl-Superintendent, Mrs. Minutolo-SBA/BS, Mrs. Hyer, Ms. Vitale.

### IV Pledge of Allegiance

### V Committee Reports:

#### 1. Superintendent -

-Superintendent report - see attached

#### 2. Buildings and Grounds -

-Lighting strike blew out the new fire alarm system. A claim to the insurance company has been placed. A price quote of approximately \$9 - \$12 thousand has been forwarded to the insurance company (see attached quote from Haig Service Corp). Awaiting the insurance deductible amount on the fire alarm system. SBA/BS informed the board that future claims have a \$5,000.00 deductible.

-Maintenance work is in progress - Mrs. Crawl discussed the various maintenance programs that are in progress as well as completed (see attached memo to the Board).

#### 3. Policy and Curriculum

-Fingerprinting for Board Members (resolution on the agenda) - Mr. Byrtus will e-mail all members of the Board the instructions/procedure for fingerprinting.

- Revised curriculum for Science & Math (resolution on the agenda)
- Photography permission letters (see attached letter).
- File Code 9111 - Qualifications and Requirements of Board Members (see attached).

#### **4. Personnel**

- Mrs. Crowl has interviewed for the Media position and has sent the information to the personnel committee. Motion on the agenda to approve Amanda Vitale.

#### **5. Technology and Communications**

- Mrs. Ruetiman will be helping to update the website until the position is filled.

#### **6. Finance**

- Auditors are continuing their process on August 18th & 19th.
- Copiers - the 5-year lease expires in October/2011. Mrs. Crowl and Mrs. Minutolo are reviewing copier quotes. The SBA/BS gave an update to the board regarding the copiers.
- Mr. Shaffer stated that the bills are in order.

#### **7. New Business**

- Annual NJSBA/NJASA/NJASBO workshop Oct. 24 -26 in Atlantic City. Please let the SBA/BS know if you would like to be registered. SBA/BS will sign up the following members:
  - Mr. Dyevoich workshop registration and sign up for the October 24th Governance 4.
  - Mr. Shaffer workshop registration and sign up for the October 24th Governance 4 and Governance III.
  - Mrs. Crowl workshop registration

#### **8. Old Business**

- See e-mail from Kathy Winecoff dated Aug. 2, 2011 re: Board member training (see attached e-mail).
- NJASK testing weeks - Mrs. Crowl has crafted a letter to send home to parents apprising them of the option plan during testing weeks (see attached letter).

-2011-2012 Board Goals and School-Wide District Goals (see attached).

**VII Minute Approval:**

Resolved, that the Board of Education accept the minutes from the July 27, 2011 meeting.

Motion: Mr. Shaffer                      Seconded: Mr. Byrtus

**Roll Call:    Mr. Dyevoich-Y      Mr. Shaffer - Y      Mrs. Rhein -Y**  
**Mr. Byrtus -Y                Mrs. Wright -absent**

**VIII Correspondence:**

**IX 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: Mr. Byrtus**  
**Second: Mrs. Rhein @ 8:05pm**

**Roll Call:    Mrs. Wright - absent Mr. Dyevoich -Y    Mr. Shaffer-Y**  
**Mr. Byrtus -Y                Mrs. Rhein -Y**

-Mrs. Hyer reviewed the Memorandum of Agreement (1 year) with the Board as well as the salary guide and salary comparison sheet (see attached).

-Mrs. Hyer asked if 8-24-11-4 (Fund 20 grants) motion is less money than last year. SBA/BS stated yes they are lower.

**Motion to close the meeting to the public: Mr. Byrtus**  
**Second: Mrs. Rhein @ 8:17pm**

**Roll Call: Mrs. Wright-absent Mr. Dyevoich -Y Mr. Shaffer-Y**  
**Mr. Byrtus -Y Mrs. Rhein -Y**

**X. Board Action:**

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

RESOLVED that the Board of Education accept resolution  
8-24-11-1 through 8-24-11-13 (TABLED 8/24/11-8 & 8/24/11-9  
Due to Audit in Progress)

Roll Call: Mr. Byrtus -Y      Mr. Dyevoich - Y      Mr. Shaffer - Y  
Mrs. Wright - absent      Mrs. Rhein -Y

8-24-11-1      **RESOLVED**, the Board of Education approves The Memorandum  
of Agreement between the Farmingdale Board of Education and the  
Farmingdale Teachers Association for a one-year agreement  
(2011-2012) and Salary Guide (see attached).

8-24-11-2      **RESOLVED**, that the Board of Education upon the  
(Tabled) Recommendation of the Superintendent approves the Uniform  
State Memorandum of Agreement between the Farmingdale Board  
of Education and the New Jersey State Police, Law Enforcement  
Officials of the Farmingdale Public School (see attached).

8-24-11-3      **RESOLVED**, that the Board of Education upon the  
recommendation of the Superintendent approves the following  
2011-2012 grants (FY 2012):

-Title I Part A	\$16,644.00
-Title II Part A	\$ 7,014.00

8-24-11-4      **RESOLVED**, that the Board of Education upon the  
recommendation of the Superintendent approves the revised  
curriculums for Science, Math and Algebra for the 2011-12 school  
year.

8-24-11-5      **RESOLVED**, that the Board of Education upon the  
recommendation of the Superintendent approve Message  
Equivalence LLC (Crystal Shook), 45 Marlin Ct., Bayville, NJ for  
Sign Language Services at \$80.00 per hour, 4.5 hours per week for  
the 2011/2012 school year.

8-24-11-6 **RESOLVED**, that the Board of Education approve the Reimbursement of Board Members for Cost of Criminal History Background Check.

WHEREAS, Assembly Bill 444, signed into law on May 26, 2011, disqualifies members of boards of education or members of charter school boards of trustees from serving in office if they have been convicted of certain crimes; and

WHEREAS, the statute also requires members to undergo criminal history background checks and to pay the cost of such investigations; and

WHEREAS, Assembly Bill 444 permits local boards of education to reimburse individual members for the cost of criminal history background investigations; and

WHEREAS, State law (N.J.S.A. 18A:12-4) prohibits the compensation of local board of education members; and

WHEREAS, members of the Farmingdale Board of Education devote significant time and substantial effort to the governance of the district's public schools; and

WHEREAS, the Farmingdale Board of Education believes that individual school board members, who are uncompensated, should be reimbursed for the cost the criminal history background investigations, which are necessary to continue serving in office. So, therefore be it

RESOLVED, that the Farmingdale Board of Education authorizes reimbursement of individual members for the cost of the criminal history background investigations required by Assembly Bill 444; and be it further

RESOLVED, that the Farmingdale Board of Education through its policy adoption process will add the following language to its Bylaws at File Code 9111, "Qualifications and Requirements of Board Members," Clause I:

I. He/she has not been disqualified due to the conviction of a crime or offense listed in N.J.S.A. 18A:12-1. In order to fulfill this requirement:

1. Each member of the board of education, within 30 days of the election or appointment to the board shall

undergo a criminal history background check investigation for the purpose of ensuring that the member is not disqualified for membership due to a conviction of a crime or offense pursuant to the statute listed above; and

2. The board shall reimburse the member for the cost of the criminal history record check, including all costs for administering and processing the check\*\*

And be it further

RESOLVED, that a copy of Bylaws File Code 9111 as proposed for amendment be attached to this resolution.\*\*

- 8-24-11-7 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent approve the bills' list for August, 2011 in the amount of \$91,004.27 see attached.
- 8-24-11-8 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent accepts the Board Secretary and Treasurer of School Monies' Reports for July/2011  
TABLED  
Due to  
AUDIT
- 8-24-11-9 **RESOLVED**, that pursuant to NJAC 6:30-13C district administration certify as of July 31, 2011 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.  
TABLED  
Due to  
AUDIT
- 8-24-11-10 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent approve the following policy: File Code: 5300, Title: Harassment, Intimidation, and Bullying (see attached).
- 8-24-11-11 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent approve Amanda Vitale as the Media Specialist (.6 FTE), BA+15, step 1 at a salary of \$27,750.00 for the 2011-12 school year.
- 8-24-11-12 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent approve Mrs. Vuyovich - School Secretary, for the 2011/12 fiscal year at the following salary: \$29,689.66 plus a stipend for \$2,100.00 substitute calling.

8-24-11-13 **RESOLVED**, that the Board of Education upon the recommendation of the Superintendent approve Mr. Pantelaras - Custodian, B&G Supervisor, Maintenance, for the 2011/12 fiscal year at the following salary: \$47,311.60.

**XI Motion by: Seconded by:**

**Motion for Closed Session at \_\_\_pm:** Whereas, the Board of Education must discuss subjects concerning:       **NONE**       and, Whereas, the aforesaid subject is not an appropriate subject to be discussed in a public meeting; and, Whereas, the aforesaid subject to be discussed is within the exemptions which are permitted to be discussed and acted upon in private session pursuant to P.L.1975, Chapter 231, it is therefore, **RESOLVED**, that the aforesaid subject shall be discussed in private recess by this Board and administrative staff, and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist. There may be action taken at the close of this session.

Motion to adjourn Closed Session at \_\_\_\_\_pm.  
Motion:            Seconded:

**XII Motion for Adjournment: Mr. Byrtus    Second: Mr. Shaffer**  
**Time: 8:30pm**  
**Roll Call:    Mrs. Wright -absent            Mr. Byrtus - Y**  
                  **Mr. Dyevoich - Y                    Mr. Shaffer -Y**  
                  **Mrs. Rhein - Y**