

SHORE REGIONAL HIGH SCHOOL DISTRICT

REORGANIZATION AGENDA

JANUARY 7, 2016

1. Call to Order

2. Salute to the Flag

3. President's Declaration

"I hereby declare that the notice of this meeting was published in the Asbury Park Press and all Borough Clerks notified, in accordance with PL 1975, Ch. 231A."

4. Oath of Office for Newly Elected Board Members

5. Roll Call

Reorganization of the Board of Education

- a. Appointment of Board Secretary by outgoing President to preside over the reorganization of the Board
- b. Nomination for Office of President for calendar year 2016
- c. Election of the President for calendar year 2016
- d. President opens nominations for the Office of Vice President for calendar year 2016
- e. Election of the Vice President for calendar year 2016

6. Correspondence

7. Recommendations:

A. Finance

1. Approve designations, signatures, financial transactions, petty cash accounts and scheduled public meetings
2. Accept Financial Reports
 - i. October
 - ii. November
3. Approve Comprehensive Maintenance Plan
4. Approve Resolution Regarding SEMI Program for 2015-2016
5. Approve IDEA Grant Amendment
6. Approve NCLB Carryover
7. Acknowledge WLB Sports Association Donation
8. Approve Resolution to Accept Report of Annual Audit

B. Personnel

1. Appoint School Physician
2. Appoint Employee Benefits Coordinators
3. Appoint Affirmative Action Officer; Public Law 504 Coordinator; Americans with Disabilities Act 1990 Coordinator; PEOSHA Coordinator; Public Agency Compliance Officer (PACO)
4. Appoint Issuing Officers for Working Papers
5. Appoint Asbestos Management Officer, Integrated Pest Management Coordinators, AHEARA Coordinator, Chemical Hygiene Officer
6. Approve Professional Conference Day Requests
7. Approve 6th Class Assignment
8. Approve Bi-Annual Paraprofessional Staff Statement of Assurance
9. Approve Volunteer Co-Curricular Advisor
10. Approve and accept Retirement
11. Rescind Student Internship
12. Approve Student Teaching Placement
13. Rescind Curriculum Writing approval
14. Amend and approve Curriculum writing stipend

D. Buildings and Grounds ...report on progress

C. Education, Policy and Curriculum

1. Adopt Board Policies, Administrative Regulations and Job Descriptions
2. Adopt Handbooks
3. Adopt the 2016 Regional District Curricula
4. Approve Field Trip Requests
5. Approve New Curriculum Guides for the 2015-2016 school year
6. Approve Regional Staff Development Workshop contract

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- D. Affirmative Action, Public Law 504, PEOSHA, PACO
 - 1. Adopt Resolution

- E. Superintendent
 - 1. Approve placements of students with disabilities
 - 2. Approve Deal School Certification

- 8. Public Comments
Stand, state name and address, the Board President will establish reasonable timelines that are fair to all.
- 9. Student Representative Comments

- 10. Old Business

- 11. New Business

- 12. Adjournment

CORRESPONDENCE

- 1. Shore Regional Board of Education is in receipt of a letter of retirement from Rose Cece, dated November 25, 2015, with an effective date of retirement of December 1, 2015.

A. FINANCE

The Finance Committee, upon the recommendation of the Superintendent, presents the following:

1. The following designations, signatures, financial transactions, and scheduled public meetings be approved:

a. BE IT RESOLVED, that the following newspaper be designated as the official newspaper of the Board of Education in accordance with the provisions of NJSA 10:4-18:

Asbury Park Press

b. BE IT RESOLVED, that the Board of Education adopts a cash management plan pursuant to the provision of the New Jersey Governmental Unit Deposit Protection Act, and

BE IT RESOLVED, that the Business Administrator/Board Secretary be authorized to open accounts, transfer, invest and maintain funds in the best interest of the Board of Education in the cash management plan administered by MBIA Municipal Investors Services Corporation and/or the annually approved public depositories; and

BE IT FURTHER RESOLVED, that this Board of Education does hereby designate the following as a depository for the funds of the school district;

Investors Bank

c. BE IT RESOLVED, that the President of the Board of Education or in his/her absence, the Vice President of the Board of Education, and the Business Administrator/Board secretary or in his/her absence, and the Bookkeeper be authorized to sign all legal documents, payrolls and warrants as required by law as follows:

Account Name	Authorized Signer
SRHS General Account	School Business Administrator President Superintendent
SRHS Payroll Account	School Business Administrator Superintendent
SRHS Payroll Agency	School Business Administrator Superintendent
SRHS Cafeteria Account	School Business Administrator School Accountant Superintendent

SRHS Athletic Account	School Business Administrator Athletic Director Superintendent
SRHS Unemployment Fund	School Business Administrator Superintendent School Accountant
SRHS Student Activity Account	Superintendent School Business Administrator Principal

d. That the following \$250 petty cash accounts be authorized for the 2015-2016 and 2016-2017 school years and administered by the personnel listed below:

Home Economics	-	Susan Moran
School Office	-	Wendy Delehanty
Board of Education	-	Susanne O'Halloran
Athletic Department	-	Janice Speirs

e. BE IT RESOLVED, that the Superintendent be authorized to approve emergency budgetary transfers prior to a board meeting and that the transfers are to be approved by the Board at its next regularly scheduled meeting.

BE IT FURTHER RESOLVED, that the Board adopt the Uniform Minimum Chart of Accounts (Handbook 2R2) for New Jersey Public Schools for calendar year 2016.

f. BE IT FURTHER RESOLVED, that the governing body hereby appoints Dennis W. Kotch, as the Purchasing Agent to exercise the duties of purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and

BE IT FURTHER RESOLVED, that the Purchasing Agent be authorized to procure Goods and Services through State Agencies (State Contracts) pursuant to N.J.S.A. 18A:18A-10, and

BE IT FURTHER RESOLVED, that the governing body of the Shore Regional High School, in the County of Monmouth, in the State of New Jersey hereby establishes its bid threshold at \$40,000, and its quotation threshold at \$7,000, and

BE IT FURTHER RESOLVED, that the Board Secretary be authorized to audit and approve

all bills prior to regular meetings of the Board; and

BE IT FURTHER RESOLVED, that warrants for bills of a routine nature be issued throughout the month; and

BE IT FURTHER RESOLVED, that a list of these warrants to be issued in payment of these bills be made available to each Board Member prior to a regular meeting; and

BE IT FURTHER RESOLVED, that formal action be taken on the list at a regular meeting and said list to be made part of the official minutes after Board approval and certification of the total amount.

g. BE IT RESOLVED, that the schedule of regular monthly public Board meetings be adopted as indicated below, and that the Business Administrator/Board Secretary be authorized to advertise these dates.

Schedule of Agenda and Regular Monthly Public Board Meetings

Notice is hereby given that the public meetings of the Board of Education of Shore Regional High School, Monmouth Park Highway, West Long Branch, New Jersey will be held in the Russell T. Olivadotti Information Center of the school at 7:00 p.m. on the dates indicated:

REGULAR MEETING DATES 2016

January 28th
February 25th
March 24th
April 28th
May 26th
June 16th
July 28th
August 25th
September 22nd
October 20th
November 17th

h. BE IT RESOLVED, that the governing body hereby appoints the following deferred compensation plan providers created in accordance with Internal Revenue Code Section 403 (b):

Variable Annuity	Lincoln Investment	Unum
AXA Equitable	American Fund	
Metropolitan Life	Ameriprise	

i. BE IT RESOLVED, that the annual tuition rate to attend Shore Regional High School be set at \$9,500, effective the 2016-2017 school year.

j. That the following resolution regarding Travel and Related Expenses be approved:

WHEREAS, the Shore Regional Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,000 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$30,000 for all staff and board members.

2. BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education and the Report of the Treasurer of School Monies dated October 31, 2015 and November 30, 2015, which are in agreement, be accepted and submitted and attached to and made part of the minutes of this meeting, and

BE IT FURTHER RESOLVED, that the bills list for the month of December in the amount of \$1,212,297.96 be approved, and

BE IT FURTHER RESOLVED, that pursuant to NJAC 6A:23A-16.10(c)4 that after a review of the secretary's monthly financial report and upon consultation with the

appropriate district officials, to the best of our knowledge, no major account or fund has been overexpended and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

3. BE IT RESOLVED to approve submission of the District’s comprehensive maintenance plan for the 2015-2016 school year.

4. That the following resolution regarding Waiver of Requirements – Special Education Medicaid Initiative (SEMI) Program be approved:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-17 school year, and

Whereas, the Shore Regional Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2016-17 budget year.

Now, Therefore Be It Resolved, that the Shore Regional Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2016-17 school year.

5. Move to approve upon the recommendation of the Superintendent, the filing of an amendment for the IDEA FY16 Basic Grant as follows:

IDEA Basic FY 2016	\$143,875.00
Carryover Funds FY 2015 (non public)	\$3,288.00
Total	\$147,163.00

6. Move to approve, upon the recommendation of the Superintendent, the filing of a carryover NCLB Title I FY15 Basic Grant as follows:

Title I FY2015	\$21,822
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7. That a note be made in the minutes that the West Long Branch Sports Association donated \$2,000 to Shore Regional High School.

8. That the Board of Education approve the following resolution:

WHEREAS, the annual audit examination has been conducted by the independent firm of Robert A Hulsart & Company of the fiscal operations of the Shore Regional High School Board of Education during the period July 1, 2014 through June 30, 2015; and

WHEREAS, the Board of Education has, in regular public session, reviewed the Report of Audit noting no recommendations for corrective action.

NOW, THEREFORE, BE IT RESOLVED, that the Shore Regional High School Board of Education accepts the audit for the 2014-2015 school year as presented.

Offered by: _____ Seconded by: _____

<i>ROLL CALL:</i>	Y	N	Abst		Y	N	Abst		Y	N	Abst
Mr. Baker				Mrs. Garrigal				Mrs. Mango			
				Mrs. Merla				Mr. O'Neill			
Mr. Pingitore				Mr. McKenna				Mr. Welsh			

Y: _____ N: _____ ABST: _____

B. PERSONNEL

The Personnel Committee, upon the recommendation of the Superintendent, presents the following:

1. That Dr. David Falco be reappointed as School Physician for calendar year 2016.
2. That the firm of Brown and Brown Consulting Group, be appointed as coordinators of employee benefits for calendar year 2016.
3. That the following personnel be appointed for calendar year 2016 for the non-stipend responsibilities listed below:

Name	Position	Period
Vincent DalliCardillo, Principal	Affirmative Action Officer	1/1/2016-12/31/2016
Harry Chebookjian, Assistant Principal of Athletics & Student Activities	Title IX Coordinator	1/1/2016-12/31/2016
Jonathan Warner, Director of Student Personnel Services	Americans with Disabilities Act 1990 Coordinator Public Law 504 Coordinator	1/1/2016-12/31/2016 1/1/2016-12/31/2016 1/1/2016-12/31/2016
Lolita Yacona, Shared Director of Special Services	Americans with Disabilities Act 1990 Coordinator	1/1/2016-12/31/2016 1/1/2016-12/31/2016
Dennis W. Kotch, Business Administrator	PEOSHA Coordinator Public Agency Compliance Officer (PACO) Custodian of Records	1/1/2016-12/31/2016 1/1/2016-12/31/2016 1/1/2016-12/31/2016

4. That the following personnel be appointed as Issuing Officers of Working Papers for the 2016 school year at Shore Regional High School:

Name	Position
Vincent DalliCardillo	Principal
Wendy Delehanty	Secretary
Tina DeRosa	Secretary
Jon Warner	Director of Guidance

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5. That the facilities manager, Marco Oliveira, be appointed for calendar year 2016 for the non-stipend responsibilities listed below:

Position	Period
Asbestos Management Officer	1/1/2016-12/31/2016
Integrated Pest Management Coordinator	1/1/2016-12/31/2016
AHERA Coordinator	1/1/2016-12/31/2016
Chemical Hygiene Officer	1/1/2016-12/31/2016

6. Be it resolved, that the Board of Education approve the following Professional Conference Day Requests:

Date	Name	Conference	Location	Total Cost
<i>1/20/2016</i>	Critelli, Christine	LDT-C Meeting	Millstone Middle School Millstone, NJ	<i>\$0</i>
<i>1/28/2016</i>	Burkley, Carol	Executive Dysfunction Strategies for at Home and at School	Sheraton Edison, NJ	<i>\$219.99</i>
<i>Tuesdays Feb & Mar 2016</i>	Olman, Susan	Empolyee Training & Safety Education	Morris Cnty Transportation Academy, Parsippany, NJ	<i>\$644</i>
<i>Wednesdays Apr 2016</i>	Olman, Susan Bonett, Wendy	Fleet Management	Morris Cnty Transportation Academy, Parsippany, NJ	<i>\$380 per person</i>

7. Be it resolved, that the Board of Education approve the following 6th class assignment for the 2015-2016 school year:

Name	6th Class	Salary
Cocco, Andrea	Geometry	\$2,250 (\$3,000, prorated ¾ of the year)
McGowan, Katie	Physics	\$2,250 (\$3,000, prorated ¾ of the year)
Nicol, Dan	Physics (1/4) Geometry (3/4)	\$3,000

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8. Be it resolved, that the Board of Education approve the Bi-Annual Paraprofessional Staff Statement of Assurance for the 2015-2016 school year.

9. Be it resolved, that the Board of Education approve the following Volunteer Co-Curricular Advisor for the 2015-2016 School Year:

Name	Activity	Stipend
Moran, Susan	FCCLA (Family, Career, Community Leaders of America	Volunteer

10. Be it resolved, that the Board of Education retroactively approve and accept the retirement of Rose Cece, School Bus Driver, effective December 1, 2015, with regrets.

11. Be it resolved, that the Board of Education rescind the following Student Internship for Spring 2016:

Name	Subject	Cooperating Faculty
Costantino, Michelle	Substance Abuse Counseling	Czajkowski, Jennifer

12. Be it resolved, that the Board of Education approve the following Monmouth University Student Teaching placements for Spring 2016, January 20, 2016 – April 22, 2016:

Name	Subject	Cooperating Teacher
Markowitz, Nicole	Health & Phys Education	Mooney, Maureen
Skolka, Christopher	Health & Phys Education	Rankin, Joe

13. Be it resolved, that the Board of Education rescind the following Curriculum Writing assignment for the 2015-2016 school year:

Name	Curriculum	Rate of Pay
Simonson, Alice	English as a Second Language (ESL)	\$625 (\$50/hr., not to exceed 12.5 hrs)

14. Be it resolved, that the Board of Education amend and approve the following Curriculum Writing assignment for the 2015-2016 school year:

Name DiFede, Cathy	Curriculum English as a Second Language (ESL)	Rate of Pay <u>From</u> \$625 (\$50/hr., not to exceed 12.5 hrs)
		Rate of Pay <u>To</u> \$1,250 (\$50/hr., not to exceed 25 hrs)

Offered by: _____ Seconded by: _____

<i>ROLL CALL:</i>	Y	N	Abst		Y	N	Abst		Y	N	Abst
Mr. Baker				Mrs. Garrigal				Mrs. Mango			
				Mrs. Merla				Mr. O'Neill			
Mr. Pingitore				Mr. McKenna				Mr. Welsh			

Y: _____ N: _____ ABST: _____

C. BUILDINGS AND GROUNDS....report on progress

D. EDUCATION/ POLICY/ CURRICULUM:

Be it resolved, that the Board of Education, upon the recommendation of the Superintendent approve the following:

1. That the existing “School Board Policies, Administrative Regulations and Bylaws of the Board of Education of Shore Regional High School District” and all job descriptions as previously adopted be and are hereby adopted as policies and rules of this Board of Education.
2. That the following publications which implement various Board policies and regulations be adopted for calendar year 2016:

Parent/Student Handbook
Guidance Handbook
Teachers’ Handbook
Substitute Teachers’ Handbook
School Health Services

3. That the annual Regional District Curricula be adopted for the 2016 calendar year.
4. Be it resolved, that the Board of Education approve the following Field Trip requests:

Teacher	Class	Reason	Location	Date
DeFino, Christine Moran, Susan	Financial Literacy	Capstone Financial Concepts	JA Finance Park Edison, NJ	1/19/2016 6/7/2016
Aikens, Todd Skloff, Randee Frye, Tara	Shore Players	Theatrical Workshop and see “Something Rotten”	St. James Theatre, New York, NYC	1/24/2016

5. Be it resolved, that the Board of Education approve the following New Curriculum Guides for the 2015-2016 school year:

New Curriculum Guide
 English as a Second Language
 Library/Media

6. Be it resolved, that the Board of Education approve the Regional Staff Development Differentiation Workshop contract in the amount, to Shore Regional, of \$8,100 to be paid from the Title I Grant.

Offered by: _____ Seconded by: _____

<i>ROLL CALL:</i>	Y	N	Abst		Y	N	Abst		Y	N	Abst
Mr. Baker				Mrs. Garrigal				Mrs. Mango			
				Mrs. Merla				Mr. O’Neill			
Mr. Pingitore				Mr. McKenna				Mr. Welsh			

Y: _____ N: _____ ABST: _____

D. Affirmative Action, Public Law 504, PEOSHA, PACO

Be it resolved, that the Board of Education, upon the recommendation of the Superintendent, approve the following:

1. BE IT RESOLVED, that the following statements are reflective of the Policy of the Board of Education; and

BE IT FURTHER RESOLVED, that in accordance with recommendations of the Federal Office for Civil Rights, these statements be published at least annually in newsletters or related informational publications of the Shore Regional High School District and the names, addresses, and telephone numbers of the Affirmative Action Officer and of the Public Law 504 Coordinator, the Public Employees Occupational Safety and Health Act Coordinator, (PEOSHA) and the Public Agency Compliance Officer (PACO) also be included with these statements:

“Shore Regional High School District Board of Education offers all students and staff equal educational and employment opportunities regardless of race, color, creed, disability, religion, sex, ancestry, age, national origin or social or economic status.”

The Shore Regional High School District Board of Education offers a free and appropriate public education and related services to students with disabilities in an unrestricted environment in accordance with Section 504 of the Rehabilitation Act of 1973, Subsections 104.31 through 104.83 and the Americans with Disabilities Act of 1990.”

Offered by: _____ Seconded by: _____

<i>ROLL CALL:</i>	Y	N	Abst		Y	N	Abst		Y	N	Abst
Mr. Baker				Mrs. Garrigal				Mrs. Mango			
				Mrs. Merla				Mr. O’Neill			
Mr. Pingitore				Mr. McKenna				Mr. Welsh			

Y: _____ N: _____ ABST: _____

F. SUPERINTENDENT

1. Be it resolved, that the Board of Education approve, as required by NJAC 6A:14-1(d), the following placement for a students with disabilities, for the 2015-2016 school year and assume costs for tuition:

Case Number	Placement	Effective Date	Tuition
3024948376	Long Branch H.S.	1/20/2015-6/19/2015 (<i>Retro</i>)	\$1,276.70/mos
7287145993	Collier High School	Terminated 11/17/2015	Prorated
9593138492	Kimberly Vaughn, Teacher of the Blind and Visually Impaired	9/1/2015-6/16/2016	\$85 per hour (1.5 hrs/diem)
21701	Long Branch H.S.	9/3/2015-6/19/2016	\$12,767.00
3024948376	Long Branch H.S.	9/3/2015-6/19/2016	\$12,767.00

2. Be it resolved, that the Board of Education, accept the following certification:

WHEREAS, in the Matter of the Petition of the Board of Education of the Borough of Deal, Monmouth County for Severance of its Sending-Receiving Relationship with the Board of Education of the City of Asbury Park, Monmouth County;

WHEREAS, Dennis W. Kotch is the Board Secretary/Business Manager of the Shore Regional High School District, Board of Education, located in West Long Branch, Monmouth County, New Jersey;

WHEREAS, On January 7, 2016 the Board Attorney for the Shore Regional High School District, Board of Education made an announcement in accordance with N.J.A.C. 6A:3-6.1(b)1;

WHEREAS, the content of the announcement was to advise the public that the Deal Board of Education filed a Petition of Appeal with the Commissioner of Education to sever its Sending-Receiving Relationship with the Asbury Park Board of Education, and to establish a new Sending-Receiving Relationship with the Shore Regional High School Board of Education;

WHEREAS, the announcement advised all interested persons to submit their comments to the State of New Jersey, Department of Education. The announcement included the criteria that had to be addressed in accordance with any person’s opinion with respect to the educational and financial implications, quality of education received by students, and racial composition of the student populations with respect to this Petition;

NOW, THEREFORE, BE IT RESOLVED, that the Shore Regional Board of Education approve the request of the Commissioner of Education to enter this certification on the record in accordance with N.J.A.C. 6A:3-6.1(b)1.

Offered by: _____ Seconded by: _____

<i>ROLL CALL:</i>	Y	N	Abst		Y	N	Abst		Y	N	Abst
Mr. Baker				Mrs. Garrigal				Mrs. Mango			
				Mrs. Merla				Mr. O'Neill			
Mr. Pingitore				Mr. McKenna				Mr. Welsh			

Y: _____ N: _____ ABST: _____

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PUBLIC COMMENTS

STUDENT REPRESENTATIVE COMMENTS

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

MOTION TO ADJOURN

Offered by: _____ Seconded by: _____ Time: _____