UPPER FREEHOLD REGIONAL SCHOOL DISTRICT
Allentown, New Jersey

AGENDA: For the meeting of the Board of Education, Wednesday evening
February 6, 2013 at 7:00 p.m. at the Newell Elementary School
Board Meeting Room, 27 High Street, Allentown, New Jersey.

I. CALL TO ORDER: Mrs. Herzer
NOTIFICATION HAS BEEN GIVEN IN CONFORMANCE WITH THE SUNSHINE
LAW. IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT (NJSA 10:4-6)
ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED TO THE
MESSENER PRESS, TRENTON TIMES, UPPER FREEHOLD TOWNSHIP
CLERK, AND THE BOROUGH OF ALLENTOWN CLERK, THE POSTING OF SUCH
NOTICE AT THE BOARD OF EDUCATION BUILDING AND FILED IN THE BOARD
OF EDUCATION OFFICE WITH THE BOARD SECRETARY.

II. FLAG SALUTE:

III. ROLL CALL:

IV. DELEGATIONS/PRESENTATIONS:
Individuals and groups scheduled in advance to present their concerns, comments,
and requests to the Board of Education.


V. APPROVAL OF MINUTES:

1. Consider approving the minutes of the Board meeting of January 16, 2013.
   (Attachment#1A)

2. Consider approving the Closed Session Board Minutes of January 16, 2013.
   (Attachment#1B)

VI. STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION:

VII. COMMENTS FROM ATTENDING CONSTITUENTS:
Any resident, enrolled pupil, parent/guardian of enrolled pupil, or staff member is
invited to comment on any item.

VIII. SUPERINTENDENT’S REPORT:

   A. Informational Items:

   CURRICULUM:
PERSONNEL/NEGOTIATIONS:

A. Informational Items:

B. Action Items:

1. On recommendation of the Superintendent of Schools, the Board of Education approves the following Substitute Teachers for the 2012-2013 school year and said appointment being temporary until all paperwork has been completed:
   Sarah Zimmer  Julie Stern  Erin Garces

2. On recommendation of the Superintendent of Schools, the Board of Education approves the request of Lauren Mitchell, High School Teacher, to extend her Medical Leave of Absence through March 4, 2013.

3. On recommendation of the Superintendent of Schools, the Board of Education approves extending the teaching contract of Stephanie Harris, through March 4, 2013, a long term replacement position.

4. On recommendation of the Superintendent of Schools, the Board of Education approves extending the contact of Jennifer Greco, Instructional Assistant, through March 4, 2013, a long term replacement position.

5. On recommendation of the Superintendent of Schools, the Board of Education approves revising the Extra Curricular contract of Raymond Britton, High School Track Coach, of $4,399.

6. On recommendation of the Superintendent of Schools, the Board of Education approves the Extra Curricular appointment of Conor Hayes, as High School Freshman Baseball Coach, for the 2013 Spring season on Step 2 of $3,418.

7. On recommendation of the Superintendent of Schools, the Board of Education approves the following Internship for 2013 and said appointment being temporary until all paperwork has been completed:

<table>
<thead>
<tr>
<th>Internship</th>
<th>Cooperating Staff</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leah Dembitzer</td>
<td>James Maguire, School Psychologist</td>
<td>Spring 2013</td>
</tr>
<tr>
<td>School Psychology</td>
<td>Doctoral Candidate Rutgers Univ.</td>
<td></td>
</tr>
</tbody>
</table>

8. On recommendation of the Superintendent of Schools, the Board of Education approves the following Extra Curricular appointments for 2012-2013 and said appointment being temporary until all paperwork has been completed:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alex Nebbia</td>
<td>Middle School AV</td>
<td>$3,584</td>
</tr>
<tr>
<td>Anthony Amico</td>
<td>High School Boys Lacrosse Coach Volunteer</td>
<td></td>
</tr>
</tbody>
</table>
9. On recommendation of the Superintendent of Schools, the Board of Education approves the request of Deanna Landolina, Elementary School Teacher, for a Maternity Leave of Absence, effective April 1, 2013 through May 13, 2013, using 20 days of accumulated sick days and to continue the leave through June 21, 2013 and return to work on September 3, 2013.

10. On recommendation of the Superintendent of Schools, the Board of Education approves the request of Amanda Spadora, Elementary School Teacher, to extend her unpaid child care leave of absence for the 2013-2014 school year.

Policy/Regulations: None

H.I.B. Report:

A. Information Items:

IX. BUSINESS ADMINISTRATOR’S REPORT:

A. Informational Items:

B. Action Items:

FINANCE AND INSURANCE

1. On recommendation of the Superintendent of Schools, the Board of Education approves the following requests for workshop/training expenses with mileage reimbursement not to exceed the current State of New Jersey permitted rate:

<table>
<thead>
<tr>
<th>NAME</th>
<th>WORKSHOP/TRAINING</th>
<th>DATE</th>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Plunket</td>
<td>Case Method Teaching Workshop</td>
<td>5/12-5/17/13</td>
<td>$850</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$380</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$80</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$249</td>
</tr>
<tr>
<td>W. Ray</td>
<td>Webinar - Working with School Age Children Who Stutter</td>
<td>2/1/13</td>
<td>$159</td>
</tr>
</tbody>
</table>

2. On recommendation of the Superintendent of Schools, the Board of Education approves the disposal the following obsolete Dell laptops:
   D600 s/n 6JT2551, 2NPR251, 20H4551, 7NPR251
   D610 s/n JHVX711
   D630 s/n 6W9YSG1, 6CJYSG11
3. On recommendation of the Superintendent of Schools, the Board of Education approves the disposal of the old band bus, 1988 International, 54 passenger. Bus will be advertised for sale in the local paper.

4. On recommendation of the Superintendent of Schools, the Board of Education approves a contract with Education Incorporated to provide educational services to a Millstone student at Monmouth Medical Center at a rate of $49 per hour.

5. On recommendation of the Superintendent of Schools, the Board of Education approves a contract with Tech Connection to provide assistive technology services to an Upper Freehold child at a cost of $480.

6. On recommendation of the Superintendent of Schools, the Board of Education approves accepting the following grant funding for the 2012-2013 School Year:
   - IDEA Basic $323,200
   - IDEA PreSchool $12,706
   - NCLB Title I $26,498
   - NCLB Title II $32,101
   - Carl D. Perkins $14,284

7. On recommendation of the Superintendent of Schools, the Board of Education approves accepting the following grant funding for the 2011-2012 School Year:
   - IDEA Basic $315,885
   - IDEA PreSchool $12,606
   - NCLB Title I $33,381
   - NCLB Title II $33,601
   - Carl D. Perkins $14,284

8. On recommendation of the Superintendent of Schools, the Board of Education approves payments to Dale Cruzan for Summer Agriculture Science Program 2011 to be paid out of Carl D. Perkins Grant funding.

9. On recommendation of the Superintendent of Schools, the Board of Education approves a request to the Executive County Superintendent for a waiver of the SEMI requirements for the 2013-2014 school year due to a projected participant estimated of under 40 students.

10. On recommendation of the Superintendent of Schools, the Board of Education approves the following transfer for the purchase of a new mower for the grounds department:
    - From Account #: 11-000-262-622-05-600-09 ($35,000)
    - From Account #: 11-000-262-622-02-600-09 ($16,955)
    - To Account # 12-000-263-730-06-600-06 $51,955
11. On recommendation of the Superintendent of Schools, the Board of Education approves the purchase of a Toro Groundmaster 4000-D mower for $51,954.40 on MRES Co-op Bid #65MCESCCPS – RFP # 12/13-24.

12. On recommendation of the Superintendent of Schools, the Board of Education approves the following transfer for document scanning services:
   From Account #: 11-190-100-440-01-118-09  ($22,414)
   From Account #: 11-190-100-441-09-219-09  ($16,586)
   To Account # 11-000-262-420-06-700-06  $39,000

13. On recommendation of the Superintendent of Schools, the Board of Education approves a contract with Accuscan Digital Archival Solutions in an amount not to exceed $39,000 for document scanning services on MRES Co-op Bid #65MMCESCCPS- RFP # 12/13-22.  (Attachment#2)

14. On recommendation of the Superintendent of Schools, the Board of Education approves a contract with Newborn Nurses to provide nursing services to an Upper Freehold student for the 2012-2013 school year at a rate of $45 per hour for an L.P.N. and $55 per hour for an R.N.

15. On recommendation of the Superintendent of Schools, the Board of Education approves the disposal of the following obsolete UPSs:
   s/n AS1008131850, AS0302233098, AS1020110607

16. On recommendation of the Superintendent of Schools, the Board of Education adopts a resolution approving the submission of the Allentown High School Cafeteria Alterations project to the New Jersey Department of Education for approval, and to authorize James Nichols, AIA to update the district’s Long Range Facility Plan to include this project.  (Attachment #3)

17. On recommendation of the Superintendent of Schools, the Board of Education approves the purchase of an Outdoor Gazebo from J&L Crafts and Lawn Furniture in an amount not to exceed $18,000, in accordance with District Strategic Plan Goal#5 under Facilities.

SPECIAL EDUCATION:
   A. Informational Items:
   B. Action Items:

TRANSPORTATION:
   A. Informational Items:
   B. Action Items:
   1. On the recommendation of the Superintendent of Schools, the Board of Education approves the following School Field Trip Requests for 2012-2013 school year:
      February 2013  HS- APC Garden – Directly behind Ag Bldg.
      Dale Cruzan, Teacher  17 students, 1 teacher
<table>
<thead>
<tr>
<th>Date</th>
<th>School</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 7, 2013</td>
<td>HS – New York Federal Reserve, New York, NY</td>
<td>Mr. Fallon, Teacher 8 students, 1 teacher Federal Reserve Challenge Costs paid by G&amp;T</td>
</tr>
<tr>
<td>February 12,13,26, March 14</td>
<td>HS – Life Sciences – New Egypt Marketplace</td>
<td>Ms. Abraham, Ms. Pietrini, Ms. Chiste, Ms. Maurer Request one school bus Cost: TBD</td>
</tr>
<tr>
<td>April 9, 23, May 7, May 21</td>
<td>HS – Life Sciences – New Egypt Marketplace</td>
<td>Request one school bus Cost: TBD Character Education</td>
</tr>
<tr>
<td>June 4, 2013</td>
<td>HS – Life Sciences – New Egypt Marketplace</td>
<td>Request one school bus Cost: TBD</td>
</tr>
<tr>
<td>February 14, 2013</td>
<td>HS – Cathedral Square – Senior Housing</td>
<td>Ms. Russo, Ms. Sommerville 25/30 students, 2 teachers Request one school bus Costs: TBD Character Education</td>
</tr>
<tr>
<td>February 20, 2013</td>
<td>HS Ag Bldg – Sponsor’s FFA Breakfast</td>
<td>Dale Cruzan and Denise Emmons, Teachers 20 students, 2 teachers Request one school bus Dale Cruzan will drive</td>
</tr>
<tr>
<td>March 15, 2013</td>
<td>HS – Mercer Cty. College – Horticulture</td>
<td>Dale Cruzan 8 students, 1 teacher, 1 chaperone Request one school bus Dale Cruzan will drive</td>
</tr>
<tr>
<td>March 2013</td>
<td>HS – Bunny Hop State Alumni 5K</td>
<td>Dale Cruzan and Denise Emmons, Teachers Veterans Park, Hamilton, NJ Request one school bus Dale Cruzan will drive</td>
</tr>
<tr>
<td>March 19, 2013</td>
<td>MS – The Franklin Institute, Philadelphia, PA</td>
<td>Ms. Richards, Mr. Reed, Ms. Froster, Ms. Verrault, Ms. Negro, Ms. Taylor, Ms. Pintimalli, Ms. O’Hare, Mr. Schmid Request three Charter Buses Cost: TBD</td>
</tr>
<tr>
<td>March 20, 2013</td>
<td>HS – Delaware Water Gap, Bushkill, PA</td>
<td>Mr. Kimport, Ms. Abraham 30 students, 5 teachers, 2 chaperones Mr. Graber, Mr. Schmidt, Mr. Costello Request one school bus</td>
</tr>
<tr>
<td>April 12, 2013</td>
<td>HS – Montgomery HS – Skillman, NJ</td>
<td>Jeff Santoro, Teacher 17 students, 1 teacher, 1 chaperone Request one school bus Cost – TBD Jazz Band Festival</td>
</tr>
<tr>
<td>April 18, 2013</td>
<td>HS – Rutgers Spring Career Events</td>
<td>Dale Cruzan, and Denise Emmons, Teachers New Brunswick, NJ – FFA event Costs – paid by FFA Request one school bus Dale Cruzan will drive</td>
</tr>
</tbody>
</table>
April 23, 2013
HS – Adopt-a-Road Community Service
Dale Cruzan and Denise Emmons  Polhemustown Road, Allentown, NJ
Request one school bus – Dale Cruzan will drive  10 students, 2 teachers

April 24, 2013
HS – Citizens Bank Park, Philadelphia, PA
Mr. Kimport, Ms. Abraham,  Mr. Schmidt, Mr. Graber, Mr. Costello  Request one school bus – costs paid by students

April 25, 2013
HS- Hole in One, Millstone Twp.,NJ
Dale Cruzan and Denise Emmons  20 students, 2 teachers
Request one school bus – Dale Cruzan will drive  FFA members

April 27, 2013
HS – NJ Beach Sweeps, Belmar, NJ
Dale Cruzan and Denise Emmons  20 students, 2 teachers
Request one school bus – Dale Cruzan will drive  Community Service

April 27, 2013
MS – Joseph Bolger MS, Keansburg, NJ
Dee Burek and Judi Hoffman  25 students, 2 teachers
Request one school bus – Ruthann Harper will drive  Debate Tournament

May 16, 2013
Dale Cruzan and Denise Emmons  High School Barn
Inform younger students about the importance of agriculture

May 21-23, 2013
Dale Cruzan, teacher will drive the school bus

May 2013
Denise Emmons – Teacher one school bus requested
HS – Rutgers State Convention
Cook College, New Brunswick, NJ
20 students, 2 teachers, 1 chaperone

May 3, 2013
Marc Angelaccio, Pam Koharchik  25 students, 2 teachers
One school bus requested cost – TBD

May 27, 2013
Jeff Santoro, Music teacher
Two school buses requested

May 29, and 30, 2013
ES – Holmdel Park, Holmdel, NJ
Ms. Schiavo, Ms. Lee-You, Ms. Biernesser, Ms. Potash, Ms. Martino, Ms. Kern, Ms. Freitas, 129 4th grade students, 10 teachers and 10 chaperones – Social Studies event request 2 school buses for Wednesday
Ms. Usignol, Ms. Landolina, Ms. Martell and 2 school buses for Thursday. Costs – paid by students

May 29, 2013 HS – Micki Pin Barron Canoe/Kayak, Chatsworth,NJ
Mr. Kimport, Ms. Abraham, 46 students, 5 teachers, 1 chaperone
Mr. Schmidt, Mr. Graber, Mr. Costello Request one School bus – costs paid By students

June 6, 2013 HS – Millstone Elks – Annual FFA Banquet
Dale Cruzan and Denise Emmons Millstone, NJ
Teachers 20 students, 2 teachers
Request one school bus – Dale Cruzan will drive

June 21, 2013 HS – Graduation at the War Memorial
Jeff Santoro, Music Teacher Trenton, NJ
Request two school buses 50 students, 1 teacher, 1 chaperone

BUILDINGS AND GROUNDS - None

A. Informational Items:

X. GENERAL INFORMATION:

NOTEWORTHY DATES
February 20, 2013 – Board of Education Meeting on Monday – 7:00 P.M.
Newell Elementary School – Board Meeting Room
OFFICIAL ACTION WILL BE TAKEN

March 6, 2013 – Board of Education Meeting – 7:00 P.M.
Newell Elementary School – Board Meeting Room
OFFICIAL ACTION WILL BE TAKEN

March 20, 2013 Board of Education Meeting – 7:00 P.M.
Newell Elementary School – Board Meeting Room
OFFICIAL ACTION WILL BE TAKEN

XI. COMMENTS FROM ATTENDING CONSTITUENTS:
Any resident, enrolled pupil, parent/guardian of enrolled pupil, or staff member is invited to comment on any item.

XII. COMMITTEE REPORTS:

XIII. NEW BUSINESS:

1. Discussion about Policy regarding Student Transcripts
XIV. **OLD BUSINESS:**

XV. **EXECUTIVE SESSION:**

1. Personnel item

**CLOSED SESSION:**

**UPPER FREEHOLD REGIONAL SCHOOL DISTRICT**

**AUTHORIZED EXECUTIVE SESSION**

**WHEREAS,** N.J.S.A. 10:4-12 allows for a Public Body to go into closed sessions during a Public Meeting, and **WHEREAS,** the Governing Body of Upper Freehold Regional School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and **WHEREAS,** the regular meeting of this Governing Body will reconvene;

**NOW, THEREFORE, BE IT RESOLVED** that the School Board of the Upper Freehold Regional School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

_____Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: __________________________________________________________________________);

_____Any matter in which the release of information would impair a right to receive funds from the federal government;

_____Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

____X____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: ______________________);

_____Any matter involving the purpose, lease or acquisition of real property with public funds; the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

_____Any investigations of violations or possible violations of the law;

_____Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is: ____________________________________________);

(If contract negotiation the nature of the contract and interest party is_________________________________)
Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the School Board’s position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact;

Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public’s interest and the employee’s privacy rights under South Jersey Publishing, 124 N.J. 478, the employee(s) and nature of discussions is ____________________________________________________________________________);

Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

BE IT FURTHER RESOLVED that the School Board hereby declares that its discussion of the aforementioned subjects(s) may be made public at a time when the Board Attorney advises the School Board that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Upper Freehold Regional School District or any other entity with respect to said discussion. That time is currently estimated as the time of said matter. (Estimated date: __________) or upon the occurrence of ______________________;

BE IT FURTHER RESOLVED that the School Board for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board President to take the appropriate action to effectuate the terms of this resolution.

In keeping with the Upper Freehold Regional Schools Board Policy 0142, we will:

- Uphold and enforce all school laws and regulations and work to bring about changes legally and ethically to best serve the needs of the children;
- Focus on policy-making, seek not to administer, but to support and ensure well run schools;
- Work as a Board to hold matters confidential which could needlessly injure individuals or the schools;
- Refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends;
- Interpret to staff the community’s aspirations for its schools;
- Appoint the best qualified personnel; and
- Refer all complaints to the chief administrative officer

XVI.  ADJOURNMENT