

**BOARD OF EDUCATION
CITY OF LONG BRANCH
NEW JERSEY**

MINUTES

OCTOBER 30, 2013

The Regular Meeting of the Long Branch Board of Education was held in the Long Branch Middle School Auditorium, 350 Indiana Avenue, Long Branch, New Jersey.

Mrs. Beams called the meeting to order at 7:00 P.M.

A. ROLL CALL

Mrs. Beams - President	Mrs. Perez	Mr. Dangler
Mr. Parnell - Vice President	Mr. Grant - absent	Mr. Zambrano
Mrs. George	Mrs. Critelli	Mr. Menkin

A-1. STATEMENT OF THE MANNER OF NOTIFICATION OF THE MEETING

Peter E. Genovese III, RSBO, QPA, School Business Administrator/Board Secretary stated adequate notice of the meeting of the Long Branch Board of Education has been provided by a Schedule of Public Meetings published in the Atlanticville and the Asbury Park Press. Mr. Genovese further stated a Schedule of Public Meetings has been posted in the Board of Education Office and the Office of the City Clerk, Long Branch, New Jersey.

Mr. Genovese made the following announcement: Fire exits are located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

A-2. OBJECTIONS, IF ANY, TO THE VALIDITY OF THE MEETING

Mr. Genovese stated the objecting member must give supporting reasons.

B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Alvin Freeman, Assistant Superintendent, introduced two **Middle School** students, **Anaelisa Fernandez** and **Christian Guzman** who saluted the flag and led the Pledge of Allegiance.

C-1. STATEMENT TO THE PUBLIC

Mrs. Beams made the following statement: Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

C-1. **STATEMENT TO THE PUBLIC (continued)**

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. The Board will not respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee.

C-2. **OPPORTUNITY TO ADDRESS THE BOARD RELATING TO AGENDA ITEMS**

Donald Covin
654 Buttonwood Avenue

I would like to thank the Board of Education regarding item #12 on the Agenda, recognizing a former friend of mine who I worked with for 25 years. His name was Vincent J. Borelli. He was very instrumental in some of the success we had at the High School. On behalf of all of his friends and former co-workers we thank you.

Motion was made by Mrs. George, seconded by Mr. Dangler and carried by roll call vote that the Board approve the following items (D – E6).

Ayes (8), Nays (0) , Absent (1) Mr. Grant

D. **APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Agenda Meeting minutes of September 24, 2013
- Executive Session minutes of September 24, 2013
- Regular Meeting minutes of September 25, 2013

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY14 SEPTEMBER TRANSFERS**

That the Board approve the following Budget Transfer Resolution (which will be labeled **APPENDIX A** and made part of the permanent minutes upon Board approval).

RESOLUTION

WHEREAS N.J.A.C. 6A:23A-16.10 "Budgetary Controls and Overexpenditure of Funds" states a "district Board of Education or Charter School Board of Trustees shall implement controls over budgeted revenues and appropriations and shall not approve any obligation or payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to N.J.S.A. 18A:22-8.1".

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY14 SEPTEMBER TRANSFERS (continued)**

NOW, THEREFORE BE IT RESOLVED that the attached line item transfers FY14 September Transfers as listed be approved for the month ending September 30, 2013.

Peter E. Genovese III, RSBO, QPA
School Business Administrator / Board Secretary

Ayes: 8
Nays: 0
Absent: 1 (Mr. Grant)
Date: October 30, 2013

2. **BOARD SECRETARY'S REPORTS – SEPTEMBER 30, 2013**

That the Board approve the Board Secretary's Report for the month ending September 30, 2013 (which will be labeled **APPENDIX B** and made part of the permanent minutes upon Board approval).

3. **REPORTS OF THE TREASURER – SEPTEMBER 30, 2013**

That the Board approve the Report of the Treasurer for the month ending September 30, 2013 (which will be labeled **APPENDIX C** and made part of the permanent minutes upon Board approval).

4. **MONTHLY CERTIFICATION OF SCHOOL BUSINESS ADMINISTRATOR/
BOARD SECRETARY**

Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), I certify that as of the September 30, 2013 Board Secretary's Reports, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

Peter E. Genovese, III, RSBO, QPA
School Business Administrator/Board Secretary

E. **SECRETARY'S REPORT (continued)**

5. **MONTHLY CERTIFICATION OF BOARD OF EDUCATION**

That the Board approve the following Resolution.

RESOLUTION

BE IT RESOLVED, that pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we, the Members of the Board of Education, after a review of the Board Secretary's and Treasurer's Monthly Financial Reports and upon consultation with the appropriate district officials, certify that to the best of our knowledge that as of September 30, 2013 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Peter E. Genovese III, RSBO, QPA
School Business Administrator / Board Secretary

Ayes: 8
Nays: 0
Absent: 1 (Mr. Grant)
Date: October 30, 2013

6. **BILLS AND CLAIMS – SEPTEMBER 27 – 30, 2013 AND OCTOBER 1 – 30, 2013 EXCLUDING CHRIST THE KING PARISH AND JOHN GUIRE CO.**

That the Board approve the September 27 - 30, 2013 and October 1 – 30, 2013 bills and claims excluding Christ the King Parish and John Guire Co. (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

Motion was made by Mr. Dangler, seconded by Mrs. George and carried by roll call vote that the Board approve the following item (E7).

Ayes (6), Nays (0), Abstain (2) Mrs. Critelli and Mr. Parnell, Absent (1) Mr. Grant

7. **BILLS AND CLAIMS – SEPTEMBER 27 - 30, 2013 AND OCTOBER 1 – 30, 2013 FOR CHRIST THE KING PARISH AND JOHN GUIRE CO.**

That the Board approve the September 27 - 30, 2013 and October 1 – 30, 2013 bills and claims for Christ the King Parish and John Guire Co. (which will be labeled **APPENDIX D** and made part of the permanent minutes upon Board approval).

Motion was made by Mr. Menkin, seconded by Mr. Parnell and carried by roll call vote that the Board approve the following items (D8 – 9).

Ayes (8), Nays (0), Absent (1) Mr. Grant

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – SEPTEMBER 30, 2013**

That the Board approve the monthly operating report for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for September 30, 2013 (which will be labeled **APPENDIX E** and made part of the permanent minutes upon Board approval).

E. **SECRETARY'S REPORT (continued)**

9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF SEPTEMBER 30, 2013**

That the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of September 30, 2013 (which will be labeled **APPENDIX F** and made part of the permanent minutes upon Board approval).

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

STUDENT REGISTRATION
(as of September 30, 2013)

	AAA	AWC	GRE	MA	WE	JMFECLC	LWC	TOTAL ELEM	MS	HS	TOTAL
PreK		60		29	55	287	388	819			819
Kdg	104		117	90	46			357			357
1st	131		127	133	39			430			430
2nd	124		126	126	43			419			419
3rd	118	102	127		43			390			390
4th	98	96	96		44			334			334
5th	82	96	103		46			327			327
6th								0	357		357
7th								0	362		362
8th								0	281		281
9th								0		334	334
10th								0		320	320
11th								0		272	272
12th								0		216	216
MCI	18							18	8	10	36
MD								0			0
BD					8			8	12	32	52
LD	27	10	29		17			83	11	12	106
AUT	17		11					28	4	2	34
PD						5	12	17			17
OOD	6		6			2		14	12	28	54
Home Instruction											
TOTAL	725	364	742	378	341	294	400	3244	1047	1226	5517
						694					

September 2012 Figures										
AAA	AWC	GRE	MA	WE	JMFECLC	LWC	MS	HS	TOTAL	
760	351	759	401	319	310	403	1016	1140	5459	

F. SUPERINTENDENTS REPORT

1. STUDENT COUNCIL PRESIDENT'S REPORT

Santos Astacio Jr. – Good evening Mr. Salvatore, Board of Education members, administration, staff, parents and students. It is my great pleasure to be here delivering this speech to you. Last week I made a visit to the Middle School to talk about the wonderful events that occur here. Within the past month, each 8th grade academy student had the opportunity to participate in an event called the “What If Prevention Program”. This event ran through the student assistance program here at the Middle School to help promote tolerance, understanding of one another and to help promote a positive and safe school climate.

While at the Middle School I learned that there are many events and activities occurring on a weekly basis, such as: Every Wednesday Mr. Porges’ MCI class transforms their classroom into a café that is open to the entire school throughout the day. This teaches the students how to interact with people in a business like setting, allowing them to create, organize and completely run a mini-restaurant. Each Friday, the entire school has an extended homeroom period for classroom meetings. During these meetings, the teachers are given a topic in which the students are to then discuss with their peers. Doing this gives the students a chance to broaden their knowledge, form different opinions, speak out about experiences and connect with one another.

As you can see, the Long Branch Middle School students are not only receiving a quality academic education but they are also exposed to a variety of experiences that will help them increase their life skills.

At this time I would like to welcome Mr. Viturello, the lead principal of the Middle School to the microphone.

2. SCHOOL PRESENTATION –

The Middle School will present a brief skit and song, No One Is Alone performed by the Middle School band, chorus, drama club, alumni and teachers, showing students that there is always someone to talk to at school. The performance begins with two students struggling to fit in, ending with staff, students and alumni singing on stage and in the aisles.

3. PRESENTATION OF AWARDS

A) DISTRICT VOLUNTEERS

Beth Van Beuren
Carol Sama
David Bass
Joanna Friedli
Juanita Southerland

Pam Colon
Miguel Espinosa
Erin Rivera
Debra Sanders

F. SUPERINTENDENTS REPORT (continued)

3. PRESENTATION OF AWARDS (continued)

B) RECOGNITION OF TWENTY-FIVE YEARS OF SERVICE

Joseph Arcangelo	Cathy Gibson
Denise Buck	Irene Grasso
Robert Clark	Mary Hauser
Shirley DiMaggio	Diane Malinowski
Jennifer Elgrim	Laura Nieves
Carmelina Fabiano	Angel Montanez
Georgette Gant	

C) EMPLOYEE OF THE MONTH – SEPTEMBER

FRAN O'HARE, Alternative Academy Language Arts teacher, presented by Mrs. Beams

4. ATHLETIC ACCOMPLISHMENT

- The Board would like to acknowledge Dan George for attaining his 100th win as Varsity Football Coach for the Green Wave- Presentation to be made by Luci Perez, Athletic Committee Chair Person

5. ADDITIONAL ATHLETIC RECOGNITION

- Brian Howell has been selected to Coach the Middle School All Star Boys Soccer Team.
- Elisa Perez has been selected to Coach the Middle School All Star Girls Field Hockey Team

G. GENERAL ITEMS

Motion was made by Mrs. Perez, seconded by Mr. Menkin and carried by roll call vote that the Board approve the following items (1 – 8).

Ayes (8), Nays (0), Absent (1) Mr. Grant

1. **APPROVAL TO SUBMIT THE DISTRICT PERFORMANCE REVIEW AND STATEMENT OF ASSURANCES TO THE COUNTY OFFICE**

That the Board approve the submission of the District Performance Review (DPR) and Statement of Assurances (SOA) to the County office (which will be labeled **APPENDIX G** and made part of the permanent minutes upon Board approval).

2. **RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2013 – 2014 SCHOOL YEAR**

That the Board approve the following resolution:

RESOLUTION

WHEREAS, Title 18A:18A-10 provides that, “A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the Long Branch Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Long Branch Board of Education desires to authorize its purchasing agent for the 2013 – 2014 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED, that the Long Branch Board of Education does hereby authorize the district's purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed:

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract #</u>
Library supplies, school supplies and teaching aids	Tequiment, Inc.	80992
Sporting Goods – Statewide	Fitness Lifestyles Inc.	81163
WSCA Computer Contract	Apple Computer Inc.	70259
WSCA Computer Contract	Dell Marketing LP	70256
WSCA Computer Contract	Hewlett Packard Co.	70262
WSCA Computer Contract	Howard Industries Inc.	70264
WSCA Computer Contract	Toshiba America Info.	75582
Data Communications Equip.	Office Business Systems	83083

Peter E. Genovese III, RSBO, QPA
School Business Administrator / Board Secretary

Ayes: 8
Nays: 0
Absent: 1 (Mr. Grant)
Date: October 30, 2013

G. GENERAL ITEMS (continued)

3 RATIFICATION OF AGREEMENT WITH ENGAGED INSTRUCTION, LLC

That the Board ratify the agreement between Engaged Instruction, LLC and the Long Branch Board of Education for services to be conducted during October, 2013 through May of 2014 at a total cost not to exceed \$13,200. They will provide 11 days of professional development for English Language Arts.

4. APPROVAL OF CLINICAL AFFILIATION AGREEMENT WITH KEAN UNIVERSITY

That the Board approve/ratify the agreement with Kean University to participate in the development and implementation of field work experience for students of the University. The agreement will be in effect from September 1, 2013 through September 1, 2016 and has the option to be renewed for three (3) additional years.

5 APPROVAL OF RESOLUTIONS TO SOLICIT BIDS FOR ELECTRIC AND GAS SERVICES

That the Board approve the Resolutions to solicit bids for electric generation services and natural gas supply services under the Alliance for Competitive Energy Services (ACES) from October, 2013 through May of 2018.

6. APPROVAL OF TRANSPORTATION JOINTURE WITH MOESC

That the Board approve transportation routes with Monmouth-Ocean Educational Services Commission for the 2013-2014 school year as follows:

Special Ed/Vocational/Homeless	\$780,145.69
Non Public	\$188,201.12
ESC Management fees (5%)	<u>\$ 50,966.85</u>
	\$1,019,313.66

7. MONMOUTH UNIVERSITY POOL RENTAL

That the Board approve the agreement with Monmouth University for the use of its pool for the Long Branch High School swim team for the 2013-2014 season at a cost not to exceed \$14,836.00 plus a \$1,000.00 security deposit.

8 GIFTS TO SCHOOLS

That the Board accept the following gifts to schools indicated:

Donated by:

Sears of Ocean		60 Stop Bullying Bags
		75 Superman Comic Books
		20 Backpacks
Boys and Girls Clubs of Monmouth County	\$400.00	
Floria Franklin	\$1,000.00	1 Smart Board

G. GENERAL ITEMS (continued)

Motion was made by Mr. Parnell, seconded by Mr. Menkin and carried by roll call vote that the Board approve the following items (9 – 12).

Ayes (8), Nays (0), Absent (1) Mr. Grant

9. ACCEPTANCE OF THE 2013 AUDIT AND CORRECTIVE ACTION PLAN

That the Board accept the audit as presented by DAK CPA and the Boards Corrective Action Plan for the implementation of the recommendations (**APPENDIX H**).

Comments from the Governance Committee Chair (APPENDIX P-1)

Mrs. George – We had an extensive meeting with the Governance Committee, with a thorough review of the policies. They are attached to your Agenda. We ask that you inform yourselves, look through the Agenda and after Board approval they will be posted on line.

10. POLICY COMMITTEE – SECOND AND FINAL READING

The following items were agreed upon by the consensus of the Policy Committee and are recommended for the second and final reading to the full Board for approval:

0000 - Bylaws

0000.02

Introduction

1000 - Administration

Policy & Regulation 1240

Evaluation of Superintendent

3000 - Teaching Staff Members

Policy 3144.12

Policy 3144.3

Certification of Tenure Charges – Inefficiency
Suspension Upon Certification of Tenure
Charges

Policy & Regulation 3221

Policy & Regulation 3224

Evaluation of Teaching Staff Members
Evaluation of Principals, Vice Principals and
Assistant Principals

Policy 3372

Policy 3373

Policy 3374

Teaching Staff Member Tenure Acquisition
Tenure Upon Transfer or Promotion
Tenure Upon Transfer to an Underperforming
School

5000 - Pupils

Policy & Regulation 5117

Policy 5120

Policy & Regulation 5300

Policy 5533

Interdistrict Public School Choice
Assignment of Pupils
Automated External Defibrillators (AEDs)
Pupil Smoking

7000 - Property

Policy 7434

Policy 7522

Policy 7523

Smoking in School Buildings and on School
Grounds
School District Provided Technology Devices to
Staff Members
School District Provided Technology Devices to
Pupils

G. GENERAL ITEMS (continued)

11. APPROVAL OF PERFORMANCE OF DISTRICT EMERGENCY EVACUATION DRILLS FOR THE 2013/2014 SCHOOL YEAR (APPENDIX I)

That the Board approve the following Resolution:

RESOLUTION

WHEREAS, the Department of Education in the State of New Jersey requires that two (2) emergency evacuation drills be conducted every school year in accordance with New Jersey Administrative Code N.J.A.C. 6A:27-11.2 and,

WHEREAS, said drills must be recorded and documented in the Board of Education minutes,

NOW THEREFORE BE IT RESOLVED, that said drills were performed and documented as per APPENDIX I which will be made a part of the permanent minutes upon Board approval.

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes: 8
Nays: 0
Absent: 1 (Mr. Grant)
Date: October 30, 2013

Mr. Salvatore – We closed the doors of the old High School in 2007. The hope was to open the doors within 24 months. We turned the old High School over to the Department of Education and their construction department worked on the building. They torn down the old science wing and did an asbestos abatement within the building. They released the building back to us about one year ago and considered it an unsafe structure. It is important to realize the work with the abatement, once it was turned over to the State, and the tearing down of the science wing, there was a certain dollar amount that the State contracted with us that they were obligated to pay us to bring that building back to functionality. That dollar amount was \$3.7 million. Because of the state of the SDA, they put us on a hold status for that project. We are now in 2013. We will be talking to the Department of Education again in the next couple of weeks as we have over the past 5 years, trying to secure funds but we do not see that building opening within the next 12 months. So the thought was to take the auditorium that was named after Vincent J. Borelli, who was someone many community members loved as a teacher, and to transfer the name over to the new High School auditorium. Since we are not sure when the old High School will be opening again we want to transfer the name. We have transferred every name over from the old High School, fields, press box, etc. We are making the recommendation and it seems appropriate. We received a request from former students but the most moving was the time lines for the opening of the old High School. The fall play is the first week of December. I spoke to Mr. Borelli's wife and she is honored that the Board would like do this. We will send invitations out and during intermission we will have a re-dedication.

G. GENERAL ITEMS (continued)

12. DEDICATION OF LONG BRANCH HIGH SCHOOL AUDITORIUM

That the Board approve the following Resolution:

RESOLUTION

WHEREAS, Vincent J. Borelli was a teacher of the Visual and Performing Arts in the Long Branch school district from October, 1972, retiring in April of 2005, serving also as director of the Westwood Players and founder of the long Branch High School Forensic Team, and

WHEREAS, Mr. Borelli received numerous awards and tributes during his thirty two years of service to the students of Long Branch, and

WHEREAS, on January 17, 2006 the auditorium at the old High School was dedicated as the Vincent J. Borelli Auditorium, and

WHEREAS, due to the delays in restoration of the old High School and the uncertainty of when that facility will be back in use, the Board of Education wishes to transfer the honor of naming the new High School auditorium the Vincent J. Borelli Auditorium,

NOW THEREFORE BE IT RESOLVED, the Board hereby designates the High School auditorium located at 404 Indiana Avenue, Long Branch, New Jersey, the Vincent J. Borelli Auditorium

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes: 8
Nays: 0
Absent: 1 (Mr. Grant)
Date: October 30, 2013

H. PERSONNEL ACTION

Comments from the Personnel Committee Chair (APPENDIX P-2)

Mrs. Beams – The Personnel Committee met on October 9, 2013, the minutes are located in the back of the Agenda. We spoke about open positions, workers compensation cases and the new policies that will affect teacher evaluation and teacher activities.

Comments from the Athletics Committee Chair (APPENDIX P-3)

Mrs. Perez – The Athletic Committee minutes can be found on Appendix P-3 along with hand outs from Jason Corley, Athletic Director. Some additional highlights are that the Athletic Department now has a Facebook page which can be found on Facebook – “Long Branch Athletic Department” and a Twitter account which can be accessed @ WAVEPRIDE. Mr. Corley explained at the meeting that registration for winter sports was completed on line and gave us hand outs of the breakdown on the budget for fall sports. He also mentioned that the Thanksgiving football game will be held Wednesday night at Red Bank Regional High School.

H. PERSONNEL ACTION (continued)

Motion was made by Mrs. Critelli, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (13 – 21).

Ayes (7), Nays (0), Abstain (1) Mrs. Perez, Absent (1) Mr. Grant

13. CERTIFICATED STAFF

That the Board approve/ratify the appointment of the following named individuals who constitutes a careful selection and screening of applicants and is hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly Qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. This initial appointment may be changed as District needs develop:

MAUREEN DALTON*

Speech/Language Specialist
West End School
MA+30, Step 1
\$52,510.

Education: Kean University

Certification: Speech Language Specialist

Replaces: C. Burns - effective pending criminal history clearance (Acct. #11-000-219-104-000-11-00) (UPC #0877-11-SPECH-TEACHR)

14. JOB DESCRIPTION (APPENDIX J)

That the Board approve the job description for the position of District Safety Officer/Liaison.

15. EMPLOYMENT OF CUSTODIAN 2013-2014 SCHOOL YEAR

That the Board approve the employment of the following named individual as custodian for the 2013-2014 school year effective November 1, 2013:

ROCCO ZAFFIRO*, at the Alternative Academy at a salary of \$32,766, step 1 (Acct. #11-000-262-100-000-01-00) (UPC #0220-01-OFB&G-CUST12)

Following a satisfactory performance over a three-month period, the above named individuals will be retained for the balance of the contractual year. This employment is contingent upon the successful completion of a medical examination required by the Board of Education.

16. EMPLOYMENT OF CORRIDOR AIDE/SAFE SCHOOL ENVIRONMENT PERSON

That the Board approve the appointment of the following individual:

SHARICE COLEMAN* – High School, at a salary of \$34,675, effective November 13, 2013, step 1. Replaces: R. Davis (terminated) (Acct#:15-000-262-107-000-01-00) (UPC#:0208-01-OFB&G-CORAIID).

* Denotes Personnel sworn in

H. PERSONNEL ACTION (continued)

17. RETIREMENT

That the Board accept with regret and best wishes the retirement of the following individual:

JOANN O'CONNOR, Amerigo A. Anastasia School instructional assistant, effective June 30, 2014. Ms. O'Connor has a total of thirty one (31) years of service.

ROSE M. SANTIAGO-AVERBACH, High School School-Based Youth Services Program social worker, effective January 1, 2014. Mrs. Santiago-Averbach has a total of thirteen (13) years and eleven (11) months of service.

18. RESIGNATION – CONTRACTUAL EMPLOYEES

That the Board accept the resignation of the following individuals:

EMMANUEL ITZOL, Middle School Leadership Academy part-time instructional assistant, effective October 21, 2013.

AIMEE STALEY, Gregory School teacher, effective December 6, 2013, or sooner if a suitable replacement is found.

19. RESIGNATION – STIPEND EMPLOYEES

That the Board accept the resignation of the following individuals:

DESMOND DUNKLEY, High School HSTW Math Facilitator, effective October 2, 2013.

EMMANUEL ITZOL, Middle School breakfast monitor, lunchroom monitor and building security effective October 21, 2013.

JOEY KEAGLE, High School PSAT Academic Lab Instructor, effective October 15, 2013.

SARA ORTIZ, Amerigo A. Anastasia School lunchroom monitor, effective October 30, 2013.

ELSA VILLALOBOS, Amerigo A. Anastasia School lunchroom monitor, effective October 30, 2013.

GINA VODOLA, Middle School Interscholastic Athletic/Recreational Activities Advisor, effective September 27, 2013.

20. FAMILY/MEDICAL LEAVE OF ABSENCES

That the Board approve/ratify the family/medical leave of absences as listed on **(APPENDIX K)**.

21. ATTENDANCE AT CONFERENCES / MEETINGS

That the Board approve the attendance of the staff members indicated on the attached list at the conferences indicated **(APPENDIX L)**.

H. PERSONNEL ACTION (continued)

Motion was made by Mrs. Critelli, seconded by Mr. Menkin and carried by roll call vote that the Board approve the following items (22 – 29).

Ayes (7), Nays (0), Abstain (1) Mrs. Perez, Absent (1) Mr. Grant

22. CHANGE OF TRAINING LEVEL

That the Board approve a change of training level for the following individual, effective October 31, 2013:

CARLY OPPITO, Gregory School teacher, to move from BA to BA +30 on teacher salary guide.

CLAIRE HIGGINS, Lenna W. Conrow School teacher, to move from BA to MA on teacher salary guide.

23. ANNUAL STIPEND APPOINTMENTS - 2013-2014 SCHOOL YEAR

That the Board approve/ratify the following stipend positions for the 2013-2014 school year:

DISTRICT

BUILDING SECURITY PERSONS

\$15.00/hr

Mischief Night (October 30, 2013) 6:00pm-11:00pm

Kamilah Bergman	Michael Jones	Robert Stout
Dorothy Bowles	Terrence King	Jack Stovall
Christina Brewer	Janice Martin	James Sweeney
Alfred Burrell	Cynthia Murphy	Roszita Tatum
Cesare Iengo	Jessica Rodriguez	

Halloween Night (October 31, 2013) 6:00pm-11:00pm

Kamilah Bergman	Cesare Iengo	Jack Stovall
Dorothy Bowles	Michael Jones	James Sweeney
Christina Brewer	Terrence King	Charles Widdis
Alfred Burrell	Cynthia Murphy	
Paul Eschelbach	Robert Stout	

Adult Evening ESL Class Parent Assistants

\$11.33/hr

Jessica Rodriguez	Elsa Villalobos (substitute)
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Home Instruction

\$28.84/hr

Monica Avaria	Lupe Kiy
Colleen Brennan	Jon LaSota
Christina Brewer	Stefanie Matano
Javier Canchon Vergara	Tarik Morrison
Jill Careri	Edna Newman
Richard Garlipp Jr	Suzanne Noriega
Anne Gill	Christopher Porges
Maria Gomez	Michelle Swobodzien
Crystal Houston-Bey	Angela Torres
Kim Hyde	

H. **PERSONNEL ACTION (continued)**

23. **ANNUAL STIPEND APPOINTMENTS - 2013-2014 SCHOOL YEAR (continued)**
HIGH SCHOOL (continued)

HIGH SCHOOL

6th Period With Additional Prep

James Anthony
Tara Okun

Nicole Catelona
Kelly Wiggett

\$4,500

High Schools That Work (HSTW) Math Facilitator

Robin Reinhold-Canneto

\$6,409*
(*prorated Oct-June)

PSAT – Academic Lab Instructors

Linda Dobel
Salome Monteiro

Christine Wegert

\$24.21/hr

Academic Lab Instructors

Claudia Arones
Suzanne Noriega
Nora O'Neill
Hema Solanki

Danielle Tarallo
Krystal VanDuysen
Nadine Youssef

\$24.21/hr

Robotics Instructor

Raleigh Woodruff

\$3,204

Saturday Detention Teachers

Ronnie Bennett
Jena Carpenter

\$24.21/hr

MIDDLE SCHOOL/ELEMENTARY SCHOOLS

Interscholastic Athletic/Recreational Activities Advisor

Sean O'Neil

\$2,647

6th Period With Additional Prep

Nancy O'Toole
Katherine Gooch
Christopher Porges
Robert Stout

Nicole Pinto
Mary Henderson
Jonathan Trzeszkowski

\$4,500

ELEMENTARY

Bilingual After School Tutorial Program Teachers

James Anthony (HS)
Monica Avaria (MOR)
Javier Canchon-Vergara(AWC)
Robert Luehman (AWC)

Salome Monteiro (HS)
Doreen Ortega (MS)
Ashley Stubbington (MS)

\$24.21/hr

H. **PERSONNEL ACTION (continued)**

23. **ANNUAL STIPEND APPOINTMENTS - 2013-2014 SCHOOL YEAR (continued)**

ELEMENTARY (continued)

Enrichment After School Program Teachers

\$24.21/hr

Jessica Alonzo (AAA)	Kourtney Dillon (GRE-Gr.4-5)
Lenora Beale (MOR)	Sarah Kaplan (WE)
Alisha Bozeyowski (GRE-Gr.3)	Amanda Liska (AWC)
Patricia Bruckner (GRE-Gr.1-2)	Caterina Lopes (AWC-substitute)
Jill Careri (AAA)	Erin Smith (AAA)
Laurie Demuro (WE)	

Response to Intervention After School Tutorial Teachers

\$24.21/hr

Monica Avaria (MOR)	Cheryl Merer (AAA)
Michelle Clary (AWC)	Edna Newman (GRE)
Stephanie Dispoto (GRE)	Carly Oppito (GRE)
Michelle Esten (GRE)	Maria Panizzi (AAA)
Hanna Greenwood-Goodell (WE)	Elisa Perez (MOR)
Katherine Koar (AAA)	Cheryl Smith (WE)
Linda Manzo (WE)	Michelle Swobodzien (AAA)
Maria Manzo (AWC)	Wanda Vazquez (MOR)

Study Island After School Program Advisors/Tutors

\$24.21/hr

Noelle Brown (AWC)	Maria LaSalle (MOR-Adv)
Bruna Cale-Oliveira (WE-Adv)	Laura Lazzati (GRE-Adv)
Amanda Ciaglia (AWC)	William Lisa (AWC-substitute)
Pauline Cieri (AAA)	Caterina Lopes (AWC-substitute)
Lauren Crupi (GRE)	Judith Louis (AAA)
Brittany DeSantis (WE)	Jon LaSota (MOR)
Linda Dobel (AAA)	Brittany King (MOR)
Virginia Feldman (MOR)	Jose Melendez (AWC)
Victoria Ferrara (WE)	Cari Rock (GRE)
Katie Gervolino (AWC)	Lauren Sharkey (AWC-Adv)
Crystal Houston-Bey (GRE)	Lauren Sweet (AAA-Adv)

24. **SUBSTITUTE TEACHERS**

That the Board approve the following substitute teachers for the 2013 – 2014 school year:

Jennifer Bogin	Barbara Gianguzzi
Janice Cuccaro	Nancy Kasprack
Carlson Fishedick	James Mirarchi
Fortunato Acerra	Matthew Mogilski
Noreen Benjaminsen	Keith Robbins
Nichelle Douglas	Staci Smith
Katheryn Henderson	William Sorrentio
Asia Johnson-Martin	Dayna Zeises
Marion Meares	

H. **PERSONNEL ACTION (continued)**

25. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

That the Board approve the following substitute instructional assistants for the 2013 – 2014 school year:

Isabel Olivera
Darlene Nutley
Tina Jenkins

Jamie Tvrdik
Phillip Correa

26. **SUBSTITUTE BUS AIDE**

That the Board approve the following substitute bus aide for the 2013 – 2014 school year:

Edna Daniels

27. **SUBSTITUTE SECRETARIES**

That the Board approve the following substitute secretaries for the 2013 – 2014 school year:

Natalie Hayes
Laurel Filler
Asia Johnson-Martin

Isabel Olivera
Phillip Correa

28. **SUBSTITUTE CUSTODIAN/MAINTENANCE**

That the Board approve the following substitute custodian/maintenance persons for the 2013 – 2014 school year:

Eliezer Colon
Phillip Correa

Charles Dukes II
Miguel Maldonado

29. **SUBSTITUTE CORRIDOR AIDE/SAFE SCHOOL ENVIRONMENT PERSON**

That the Board approve the following substitute corridor aide/safe school environment person for the 2013 – 2014 school year:

George Mota

Phillip Correa

Motion was made by Mr. Menkin, seconded by Mrs. Critelli and carried by roll call vote that the Board approve the following items (30 – 31).

Ayes (8), Nays (0), Absent (1) Mr. Grant

30. **STUDENT TEACHER PLACEMENT**

That the following individuals be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2013-2014 school year.

Georgian Court University

Matthew P. Crouch
Amaryllis V. Herrera
Paula Keegan

Spring 2014

LBHS
AAA School
Gregory School

January - May 2014

Jennifer Santana/ History
Nikita Wampler/ 4th Grade
Lauren Crupi/ 3rd Grade

H. PERSONNEL ACTION (continued)

30. STUDENT TEACHER PLACEMENT (continued)

<u>Jersey City University</u>	<u>Spring 2014</u>	<u>January - May 2014</u>
Taryn J. Mokar	Gregory School	Megan Bruno/Kathy Sfranski/ 2 nd Grade
<u>Kean University</u>	<u>Spring 2014</u>	<u>January - May 2014</u>
Christina Blair	AAA School	Laura Tracey & Lee Carey / 2 nd Grade
<u>Monmouth University Counseling</u>	<u>Spring 2014</u>	<u>January – May 2014</u>
Ashley Carrier	Middle	Jessica Pearlman
Lauren Egbert	LBHS	Janise Nieves
Khatera Hamid	Middle School	Amy Rock
Marisa Hanrahan	LBHS	Jeremy Martin
Chelsea Otton	Middle School	Megan Renzo-Mazza
Kendall Petschauer	Middle School	Heather Frederick
<u>Monmouth University Education</u>	<u>Spring 2014</u>	<u>January – May 2014</u>
Christina Dock	Morris Avenue	Fred Balina / Phys. Ed.
Dana Hochstaedter	AAA School	Kelly Vargas 5 th Grade 8 weeks
Dana Hochstaedter	AAA School	Alia Vargas /3rd Grade 7 week
Jenna Hochuli	AWC School	Lauren Sharkey / 4 th Grade
Amanda Lawless	Gregory School	Laura Lazzati /5 th Grade 8 weeks
Amanda Lawless	Gregory School	Nicole Campece/ 4 th Grade 7 weeks
Martha Mackie	High School	Karen Shih / Mathematics
Rebecca Porskievies	Gregory School	Melissa Joyce/ 3 rd Grade
Kathleen Scott	AWC School	Noelle Brown/ 4 th Grade 8 weeks
Kathleen Scott	Middle School	Keri Smith/ Social Studies 7 weeks
Brittany Wallace	LBHS	Amy Gilman & Krystal Van Duysen/English

31. INTERN PLACEMENT

That the following individuals be authorized to conduct their internship in the Long Branch Public Schools as indicated during the 2013-2014 school year. Long Branch Public School employees must complete their internship outside of their contractual hours.

<u>Monmouth University Counseling</u>	<u>Spring 2014</u>	<u>January – May 2014</u>
Jenna Zambrano	LBHS	Christine Wegert
<u>University of Scranton</u>	<u>Spring 2014</u>	<u>January – May 2014</u>
Brenda Itzol	Alternative School	Principal Carmen Vega
Brenda Itzol	AWC School	Principal Nelyda Perez

I. STUDENT ACTION

Motion was made by Mrs. George, seconded by Mr. Dangler and carried by roll call vote that the Board approve the following items (32 – 45).

Ayes (8), Nays (0), Absent (1) Mr. Grant

32. **APPROVAL OF MONTHLY HIB REPORT P.L. 2010. c. 122 (A-3466)**

That the Board approve the monthly report as required by statute (**APPENDIX M**)

33. **APPROVAL OF CONTENTS AND SUBMISSION OF THE SCHOOL SAFETY PLAN TO THE NEW JERSEY DEPARTMENT OF EDUCATION**

That the Board approve the contents and the submission of the School Safety Plan as the districts official response to the EWS identification provided by the New Jersey Department of Education.

34. **FIELD TRIP APPROVALS**

That the Board approve/ratify the field trips indicated (which will be labeled **APPENDIX N** and made part of the permanent minutes upon Board approval).

35. **AUTHORIZATION FOR CONTINUATION OF COMMUNITY BASED TUTORIAL PROGRAM**

That the Board approve the continuation of the Community Based Tutorial Program of New Hope.

36. **PLACEMENT OF ATYPICAL STUDENT OUT OF DISTRICT AND TRANSPORTATION NEEDS**

That the Board approve/ratify the placement of, and provide transportation for the following students for the 2013 - 2014 school year:

**COASTAL LEARNING CENTER/SOUTH
HOWELL, NEW JERSEY**

Tuition: \$47,780.37/Student/Year

Transportation

Effective Dates: 10/4/13 – 6/24/14

ID #9389164384, classified as Eligible for Special Education and Related Services.

NOTE: A Child Study Team recommendation due to the student's emotional and academic needs.

**HARBOR SCHOOL
EATONTOWN, NEW JERSEY**

Tuition: \$46,045.71/Student/Year

Extraordinary Services: \$25,225.20/Year

Transportation

Effective Dates: 10/21/13 – 6/19/14

ID #5910864589, classified as Eligible for Special Education and Related Services.

NOTE: Student is transferring from the Shore Center at the parent's request and in agreement with the Child Study Team. Student requires a one-to-one aide.

I. **STUDENT ACTION (continued)**

37. **APPROVAL OF A SOCIAL SKILLS PROGRAM FOR AN ATYPICAL STUDENT OUT OF DISTRICT FOR THE 2013-2014 SCHOOL YEAR**

That the Board approve a recommendation by the Child Study Team for a social skills program for student, ID #5291466536, provided by Harbor School's Project Enterprise. The after-school program from 2:30 p.m. – 4:00 p.m. will provide the student with 2 sessions per week at the cost of \$50.00/per session.

38. **APPROVAL OF COUNSELING SERVICES FOR AN ATYPICAL STUDENT OUT OF DISTRICT FOR THE 2013-2014 SCHOOL YEAR**

That the Board approve a recommendation by the Child Study Team for an additional half-hour of counseling services for student, ID #3266538065, at the Shore Center/Bayshore Jointure. The student will receive an additional half-hour of counseling services per week at the cost of \$37.50/session.

39. **PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION**

That the Board approve/ratify the placement/termination of home instruction for the students listed on (**APPENDIX O**).

40. **PLACEMENT BY THE NEW JERSEY DIVISION OF CHILD PROTECTION AND PERMANENCY**

That the Board approve the placements of the following students who were placed by the New Jersey Division of Child Protection and Permanency in resource family homes in Manalapan, Tinton Falls, Bayville and Lankoa Harbor, New Jersey. DCP&P completed education stability assessments and determined that the students would remain in their current school location under DCP&P custody. Long Branch is the parents district of residency.

MANALAPAN-ENGLISHTOWN REGIONAL SCHOOL DISTRICT
MANALAPAN, NEW JERSEY

Tuition: To Be Determined
Effective Dates: 9/3/13 – 6/30/14

ID #1726620872, non-classified student.

TINTON FALLS PUBLIC SCHOOL DISTRICT
TINTON FALLS, NEW JERSEY

Tuition: To Be Determined
Effective Dates: 9/3/13 – 6/30/14

ID #4953661683, non-classified student.

OCEAN TOWNSHIP SCHOOL DISTRICT/ FREDERIC A. PRIFF SCHOOL
WARETOWN, NEW JERSEY

Tuition: \$15, 276.00/Year
Effective Dates: 9/1/13 – 6/30/14

ID #1564171489, non-classified student.

I. **STUDENT ACTION (continued)**

40. **PLACEMENT BY THE NEW JERSEY DIVISION OF CHILD PROTECTION AND PERMANENCY (continued)**

OCEAN TOWNSHIP SCHOOL DISTRICT/WARETOWN ELEMENTARY SCHOOL
WARETOWN, NEW JERSEY

Tuition: \$31,233.00/Year

Effective Dates: 9/1/13 – 6/30/14

ID #2497521212, classified as Eligible for Special Education and Related Services.

CENTRAL REGIONAL HIGH SCHOOL
BAYVILLE, NEW JERSEY

Tuition: To Be Determined

Effective Dates: 9/17/13 – 6/30/14

ID #3168710425, non-classified student.

41. **APPROVAL OF STATE RESPONSIBLE STUDENT PLACED IN OUR DISTRICT**

That the Board approve the placement of a state responsible student who was placed in our district by the State of New Jersey Department of Children and Families/Office of Education. The Long Branch School District will be reimbursed as follows:

LONG BRANCH HIGH SCHOOL

Tuition: \$14,024.00/Year

Effective Dates: 9/9/13 – 6/20/14

ID #7585795002, non-classified student.

42. **PLACEMENT OF HOMELESS STUDENTS FOR THE 2013-2014 SCHOOL YEAR**

That the Board approve the placement of the following students who are considered homeless for the 2013-2014 school year.

NEPTUNE TOWNSHIP SCHOOL DISTRICT
NEPTUNE, NEW JERSEY

Tuition: \$9,497.38/Student/Year

Effective Dates: 10/11/13 – 6/30/14

ID #2201535771, non-classified student.

Tuition: \$9,437.27/Student/Year

Effective Dates: 10/15/13 – 6/30/14

ID #3292941717, non-classified student.

I. **STUDENT ACTION (continued)**

43. **APPROVAL OF STUDENT ATTENDANCE AT THE MONMOUTH COUNTY VOCATIONAL SCHOOL DISTRICT FOR THE 2013-2014 SCHOOL YEAR**

That the Board approve the attendance of student ID #1374613351 at the Career Center effective November 1, 2013 through June, 2014 at a tuition rate of \$510.00 per month.

44. **TERMINATION OF ATYPICAL STUDENTS OUT OF DISTRICT AND TRANSPORTATION FOR THE 2013-2014 SCHOOL YEAR**

That the Board approve the termination, and discontinue transportation for the 2013-2014 school year for the following students:

COASTAL LEARNING CENTER/SOUTH HOWELL, NEW JERSEY

Tuition: \$47,780.37/Year

Transportation

Effective Date: 9/4/13

ID #6463408032, non-classified student.

NOTE: The student is incarcerated and will remain in a correctional facility for a minimum of 2 years.

SHORE CENTER/BAYSHORE JOINTURE COMMISSION TINTON FALLS, NEW JERSEY

Tuition: \$47,388.00/Year

(1) Extraordinary Services: \$38,250.00/Year

(2) Extraordinary Services: \$75.00/Hour

Transportation

Effective Date: 10/18/13

ID #5910864589, classified as Eligible for Special Education and Related Services.

NOTE: The student was receiving (1) a one-to-one aide and (2) an additional speech session for 60 minutes per week. The student will be transferring to the Harbor School as requested by the parent and in agreement with the Child Study Team.

45. **CORRECTIONS/REVISIONS TO MINUTES**

That the Board approve the following corrections/revisions to minutes indicated:

September 25, 2013

Placement By The New Jersey Division of Child Protection and Permanency

Eatontown Public School District read ID# 5495712246, classified as Eligible for Special Education and Related Services. This should have read ID #5495742246, non-classified student.

Conferences

Joey Robinson and Kim Walker to attend the Preschoolers and Autism Conference to be held at the Sheraton in Eatontown on September 30, 2013 at a rate not to exceed \$179.00 each. This should have read \$199.00 each.

45. **CORRECTIONS/REVISIONS TO MINUTES (continued)**

September 25, 2013 (continued)

Field Trips

Students from Anastasia, Gregory, Middle and High Schools to Shore Lanes on select Mondays and Thursdays throughout the 2013 – 2014 school year at a cost not to exceed \$1,700. The cost listed was for Mondays only. The cost for Thursday is an additional \$1,665 for a total cost not to exceed \$3,365.

July 24, 2013

Appointment of Annual Stipends for 2013- 2014 School Year

Tristin Fleck, Alternative Academy, Technology/Distance Learning Advisor @ \$4,639.00. This should have read \$2,319.50.

J. OPPORTUNITY TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

Mary Cooper
43 6th Avenue
Long Branch, NJ

I have worked for 32 years as a crossing guard and I think I do a very good job. I love the kids and they love me. I have received complaints that I am cursing at parents. I have never cursed at anyone. I have supported all past and present Board members and the city of Long Branch. I want respect too. I have prevented many accidents. I am asking that if you receive any complaints about me, that you bring them to my attention, not my supervisor.

Mr. Salvatore – I met with the Director of Public Safety and the Traffic Department and we are working on dismissal at the Middle School. I met with Mr. Vitarella today and we are also working on a plan to change the traffic flow at the end of the day. We will inform parents of the changes at Parent-Teacher conferences.

K. ADJOURNMENT – 7:58 P.M.

There being no further discussion, motion was made by Mr. Parnell, seconded by Mrs. Perez and carried by roll call vote that the Board adjourn the meeting at 7:58 P.M.
Ayes (8), Nays (0), Absent (1) Mr. Grant

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

CORRECTIVE ACTION PLAN

NAME OF SCHOOL DISTRICT:	LONG BRANCH	COUNTY:	MONMOUTH
TYPE OF AUDIT:	ANNUAL		
DATE OF BOARD MEETING:	October 30, 2013		
CONTACT PERSON:	PETER E. GENOVESE III, RSBO, QPA		
TELEPHONE NUMBER:	732.571.2868 EXT. 40100		

Page 1 of 1

Findings	Correction Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
1. FEMA funds were not recorded in the proper Fund.	10/30/13	FEMA funds will be recorded in Fund 20 when required.	Peter E. Genovese, III, RSBO, QPA School Business Administrator/Board Secretary	10/30/13
2. Insurance proceeds were not recorded in the proper account.	10/30/13	Insurance proceeds will be recorded correctly as required by GASB No. 42	Peter E. Genovese, III, RSBO, QPA School Business Administrator/Board Secretary	10/30/13

DATE 10/30/13

CHIEF SCHOOL ADMINISTRATOR

**SCHOOL BUSINESS ADMINISTRATOR/
BOARD SECRETARY**

10/30/13
DATE

POSITION DESCRIPTION

APPENDIX J

TITLE: District Safety Officer/Liaison

QUALIFICATIONS:

1. Experience in law enforcement, related to security and/or related field.
2. Ability to provide training to groups.
3. Ability to work effectively with students, staff, and members of the school community.
4. Strong communication skills.
5. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

REPORTS TO: District Administrator

ESSENTIAL FUNCTION:

To provide support to the District Administrator for coordination of district-wide school security programs, including training of all members of the school community. The Safety Officer also serves as a liaison between the district and law enforcement to ensure optimum safety for all students and staff.

**TERMS OF
EMPLOYMENT:** Twelve (12) Months

EVALUATION: Evaluated annually by the District Administrator.

JOB RESPONSIBILITIES

1. Adheres strictly to all Board of Education and Administrative policies, regulations, and procedures;
2. Work collaboratively with local, state and national security agencies involved in emergency management and preparedness;
3. Ability to interpret and communicate to others, rules, regulations, and guidelines prepared by state and federal agencies related to emergency preparedness programs;
4. Provides in-service training for School Safety Teams and all personnel responsible for school safety and security;
5. Works in cooperation with school administrators in order to provide for a safe school environment;

POSITION DESCRIPTION

APPENDIX J

6. Supports district anti-bullying, harassment, and intimidation programs;
7. Makes recommendations for school-based educational crime-prevention programs;
8. Investigates and makes recommendations for building security and surveillance equipment;
9. Observe and make recommendations for procedures related to school security and safety, including: evacuation drills, active shooter drills, lockdown drills, and lockout drills;
10. Regularly inspects physical plants, including points of entry and egress, common areas, for vulnerability;
11. This position will also be responsible for other duties as assigned by the Superintendent.

Board approved: October 30, 2013

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

That the Board approve/ratify intent to return from family/medical leave of absence for the following named individuals:

RONNIE BENNETT, District teacher, effective September 25, 2013.

MICHELLE MERCKX-CLARY, Audrey W. Clark School teacher, effective October 14, 2013.

JOSEPH DEFILLIPO, Gregory School safe school environment person, effective November 4, 2013.

ELVIA FRANCO, Gregory School instructional assistant, effective November 11, 2013.

NORMAN LINDQUIST, Audio/Video Manager, effective September 24, 2013.

RICHARD MORGAN, High School custodian, effective October 28, 2013.

JONATHAN FRIEDMAN, Technology Safety Officer, effective October 10, 2013.

MICHAEL GILMORE, Alternative Program Academy instructional assistant, effective October 28, 2013.

DIANE MALINOWSKI, Middle School instructional assistant, effective October 21, 2013.

ARDENIA CLAYTON, Lenna W. Conrow School instructional assistant, effective October 24, 2013.

RYAN MUNSON, JMF Early Childhood Learning Center teacher, effective October 28, 2013.

KELLY LONGO, JMF Early Childhood Learning Center, effective October 23, 2013.

BRUNA CALE-OLIVEIRA, West End School teacher, effective November 11, 2013.

MICHELLE MASI, High School teacher, effective November 18, 2013.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

That the Board approve/ratify a family/medical leave of absence using sick days for the following named individuals:

RONNIE BENNETT, District teacher, from September 16, 2013 to September 24, 2013.

MARIA SILVANA BOTTINO, Transportation bus aide, from October 23, 2013 to November 20, 2013.

ETTA CHIAFULLO, Middle School secretary, from September 3, 2013 to November 14, 2013.

DONNA CLAY, Audrey W. Clark School teacher, from October 7, 2013 to November 1, 2013.

DIANE GOLDBERG, Gregory School instructional assistant, from November 11, 2013 to December 12, 2013.

JONATHAN FRIEDMAN, Technology Safety Officer, from September 20, 2013 to October 9, 2013.

MICHAEL GILMORE, Alternative Program Academy instructional assistant, from September 24, 2013 to October 25, 2013.

ROSALIE GUZZI, Middle School teacher, from October 9, 2013 to October 30, 2013.

LISA JONES, Gregory School teacher, from November 5, 2013 to November 27, 2013.

KELLY LONGO, JMF Early Childhood Learning Center teacher, from October 16, 2013 to October 21, 2013.

DIANE MALINOWSKI, Middle School instructional assistant, from October 10, 2013 to October 25, 2013.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS (continued)

CAROLYN MORRIS, Transportation bus aide, from October 9, 2013 to November 6, 2013.

CARLI PEREZ, Gregory School teacher, from October 30, 2013 to November 13, 2013.

FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAYS

That the Board approve/ratify a family/medical leave of absence using paid days for the following named individuals:

BRIAN DORGAN, High School teacher from November 11, 2013 to November 13, 2013.

RYAN MUNSON, JMF Early Childhood Learning Center teacher from October 15, 2013 to October 25, 2013.

DIANE GOLDBERG, Gregory School instructional assistant, for December 13, 2013.

FAMILY/MEDICAL/PERSONAL LEAVE OF ABSENCE WITHOUT PAY

That the Board approve/ratify a family/medical leave of absence without pay for the following named individuals:

BRIAN DORGAN, High School teacher, from November 14, 2013 to November 27, 2013.

EXTENSION OF FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS

That the Board approve/ratify an extension of family/medical leave of absence using unpaid days for:

HAROLD COOPER, Transportation bus driver, from October 3, 2013 to October 30, 2013.

FAMILY/MEDICAL/PERSONAL INTERMITTENT LEAVE OF ABSENCE WITH PAY

That the Board approve/ratify a family/medical leave of absence with pay for the following named individuals:

ANDREA FRIED, Amerigo A. Anastasia School teacher, for October 14, 2013.

LOIS CHICK, School Based Youth Services secretary, for October 2, 9, 16, 23 and October 30, 2013.

CONFERENCES

APPENDIX L

Note: The following staff members are being approved only for registration and mileage (not to exceed \$.31 per mile) in accordance with State Circular Letter 12-14-OMB, which states that overnight travel within certain areas is no longer subject to reimbursement. Additionally, meals not associated with overnight travel will not be reimbursed:

JESSICA ALONZO

\$225.00

Amerigo A. Anastasia School Facilitator, to attend the Bureau of Education & Research - Guided Reading - Differentiating Using Small Group seminar to be held at the Sheraton in Eatontown, New Jersey on January 8, 2014 (Acct# 15-000-240-500-390-03-44).

BRIDGETTE BURTT

\$172.00

Gregory School Principal, to attend the Foundation for Educational Administration - Staff Rights, Staff Accountability & School Ethics to be held at the Foundation for Educational Administration offices in Monroe Township, New Jersey 08831 on March 5, 2014 (Acct# 15-190-100-320-100-07-00).

JASON CORLEY

\$1,753.30

Athletic Director, to attend the National Athletic Directors Conference/NIAAA Annual Meetings to be held in Anaheim, California on December 13-17, 2013 (Acct# 15-402-100-500-220-14-00). This conference may be attended once every five years.

ERICA GREEN

\$ 184.00

Gregory School Vice Principal, to attend Foundation for Educational Administration - Section 504 of the Rehabilitation Act of 1973 workshop to be held at the Monmouth Union Jointure Commission, 340 Central Avenue, New Providence, NJ 07974 on February 11, 2014 (Acct# 15-190-100-320-100-07-00).

AMANDA RUSSO

\$ 285.00

Speech and Language Specialists, to attend the 2013 American Speech-Language-Hearing Convention to be held at McCormick Place Convention Center, Chicago, IL on November 14 - 16, 2013 (Acct# 20-238-200-300-238-25-50)

Monthly HIB Report

Reporting Period September 26-October 30, 2013

Summary

Total: 17 HIB investigations resulting in 7 incidences of HIB.

High School

10 investigations, 2 confirmed HIB

Middle School

3 investigations, 3 confirmed HIB

Alternative Program

1 investigation, 1 confirmed HIB

AAA

1 investigation, 1 confirmed HIB

AWC

2 investigations, 0 confirmed HIB

All other schools had no HIB cases/investigations to report.

PLACEMENT OF STUDENTS ON HOME INSTRUCTION

ID# 3212599183, non-classified student.

NOTE: Administrative request.

ID# 10300069857, classified student

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 9/26/13. The Monmouth-Ocean Educational Services Commission is the contracted provider of instruction. The instruction cost will be billed at the rate of \$49.00/hour for 10 hours per week.

ID# 7174163616, non-classified student.

Note: Student has a medical condition.

ID# 9326262357, classified student

Note: Administrative Request.

ID# 3289714053, non-classified student.

Note: Administrative Request.

ID# 5649248071, non-classified student

Note: Administrative Request.

ID# 5599561614, non-classified student

Note: Student has a medical condition.

ID# 1315394183, non-classified student.

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/15/13. The Monmouth-Ocean Educational Services Commission is the contracted provider of instruction. The instruction cost will be billed at the rate of \$49.00/hour for 10 hours per week.

ID# 4139884141, classified student

NOTE: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/05/13. The Monmouth-Ocean Educational Services Commission is the contracted provider of instruction. The instruction cost will be billed at the rate of \$49.00/hour for 10 hours per week.

ID# 6466206598, non-classified student.

Note: Administrative Request.

ID# 7297143455, non-classified student

Note: Student was admitted to Monmouth Medical Center's Crisis Intervention Unit on 10/16/13. The Monmouth-Ocean Educational Services Commission is the contracted provider of instruction. The instruction cost will be billed at the rate of \$49.00/hour for 10 hours per week.

TERMINATION OF STUDENTS ON HOME INSTRUCTION

ID# 3212599183, non-classified student.

NOTE: Student returned to school after completing an out of school suspension.

ID# 1688962860, non-classified student.

NOTE: Student has received medical clearance to return back to school.

ID# 4139884141, classified student.

NOTE: Student has received medical clearance to return back to school.

LONG BRANCH PUBLIC SCHOOLS

Long Branch, New Jersey

GOVERNANCE COMMITTEE MEETING

October 9, 2013

5:00 P.M.

MINUTES**COMMITTEE MEMBERS:**

Mary George, Chair
 Lucille M. Perez
 Avery Grant
 Al Menken

ADMINISTRATORS:

Michael Salvatore
 Alvin Freeman
 JanetLynn Dudick

1. Policy and Regulation Revisions and New – **2nd and Final Reading**
 Will be presented on the October BOE Agenda for final reading and approval.

0000**0000.02****Introduction**

The Bylaws include definitions that are used throughout the school district's Policy and Regulation Manuals. New or updated titles and/or definitions may require policy or regulation revisions to reflect the new titles or definitions used in policies or regulations. The introduction is revised to avoid updating every policy or regulation just to update a title or definition with no other substantive changes. In this Bylaw the title and definitions that were revised were County Superintendent, Parent, Core Curriculum Content Standards to Common Core State Standards, Collective Bargaining Agreement and pupil.

1000 ADMINISTRATION**Policy & Regulation 1240****Evaluation of Superintendent**

Proposed in N.J.A.C 6A:20-7.1, the changes in this policy and regulation reflect proposed procedures for the annual summary conference and annual written performance report. The proposed procedures in the regulation attempt to avoid some issues that sometimes come up during the evaluation process. The proposed policy and regulation are consisted to AchieveNJ code and may have additional revisions once the new administrative code of adopted.

3000 TEACHING STAFF MEMBERS**Policy 3144.12****Certification of Tenure Charges – Inefficiency**

A new adopted statute requires the Superintendent to file tenure charges of inefficiency when a teacher, Principal, Assistant Principal, or Vice Principal receives and "ineffective" or "partially effective" rating in an annual evaluation and receives and "ineffective" rating in the following year. The Superintendent may file tenure charges of inefficiency when a teacher, Principal, Assistant Principal, or Vice Principal is rated "partially effective" in two consecutive annual evaluations or is rated "ineffective" in year one and the following year is rate "partially effective". This new policy has been developed to be consistent with NJSA 18A:6-17.3.

Policy 3144.3**Suspension Upon Certification of Tenure Charges**

NJSA 18A:6-14 governs the issue of suspension upon certification of tenure charges.

Policy & Regulation 3221**Evaluation of Teaching Staff Members**

Proposed N.J.A.C. 6A:10 subchapters 1, 2, 3, and 4 and N.J.A.C. 6A: 10-6.s include provisions for observations and evaluation of teaching staff members. These proposed policy and regulation are consistent with the proposed AchieveNJ code. They include evaluation procedures for tenured and nontenured teaching staff members, which includes all professional certificated staff positions. Most provision in the proposed AchieveNJ code only affect instructional corticated classroom teachers in areas such as teacher evaluation rubrics, Commissioner-approved teacher practice instruments, student growth percentiles, and student growth objectives. However, the proposed AchieveNJ code provides for the eventual inclusion of all certificated staff positions in the future. This is proposed until the administrative code is adopted.

Policy & Regulation 3224

Proposed N.J.A.C. 6A:10 subchapter 5 and N.J.A.C. 6A:10-6.3 include the provisions for observations and evaluations of Principals, Vice Principals, and Assistant Principal. The policy and regulation are consistent with the proposed AchieveNJ code which outlines the evaluation procedures for Principals, Vice Principals, and Assistant Principals but does not establish evaluation procedures f or other administrative position in the school district, except for Chief School Administrator. This policy and regulation is proposed until the administrative code is adopted.

Policy 3372**Teaching Staff member Tenure Acquisition**

The Teacher Effectiveness and Accountability for the Children of New Jersey (TEACH NJ) Act revised NJSA 18A:28-5 adding a new subsection, NJSA 18A:28-5b, revising the tenure acquisition time for teaching staff members employed on or after August 6, 2012. In addition, teaching staff members hired after August 6, 2012, are required to complete a district mentorship program in their initial year of employment and receive “effective” or “highly effective” evaluation ratings in two annual evaluations during the second through fourth year of employment to achieve tenure. It is recommended that this policy be adopted because a district will have two tenure classifications of teaching staff members (before August 6, 2012 and on or after August 6, 2012).

Policy 3373**Tenure Upon Transfer or Promotion**

TEACHNJ revised NJSA 18A:28-6 adding subsection NJSA 18A:28-6b. This new subsection does not revise the tenure acquisition time for tenure upon transfer or promotion for most positions. However, this new subsection requires a Principal, Assistant Principal, or Vice Principal transferred or promoted on or after August 6, 2012 to be evaluated as “effective” or “highly effective” in two annual evaluations within the first three years of employment in the new position in order to receive tenure. It is recommended that this policy be adopted because a district will have different tenure requirements for Principals, Assistant Principals, and Vice Principals promoted before August 6, 2012 and those on or after August 6, 2012.

Policy 3374**Tenure Upon Transfer to an Underperforming School**

TEACHNJ added a new section NJSA 18A:28-5.1 in accordance with the provisions of NJSA 18A:28-5.1, a tenured teaching staff member who has been rated "effective" or "highly effective" on his/her most recent annual summative evaluation in a New Jersey public school district, and who accepts employment in the same position in an underperforming school in another New Jersey public school district, shall be under tenure in that position in the new school district after the employee receives a rating of effective or highly effective in at least one of the annual summative evaluations within the first two years of employment in the underperforming school in the new school district. This new statute only affects tenure in school districts that have an underperforming school(s) and hire a teaching staff member to work in their underperforming school who comes from another school district with an "effective" or "highly effective" annual evaluation from the other school district.

5000 PUPILS**Policy & Regulation 5117****Interdistrict Public School Choice**

NJAC 6A:12.1.1 Interdistrict Public School Choice was recently updated to be consistent with the Interdistrict Public School Choice Program Act, NJSA 18A:36B-14 through 24. This policy was revised and new regulation guide have been developed that aligns with the recently adopted administrative code.

Policy 5120**Assignment of Pupils**

NJSA 18A:36-38 address classroom placement of twins or higher order multiples. Parents of twins or higher order multiples may request their children be placed in the same or separate classrooms. The placement shall be made in accordance with the written and timely parental request for pupils in grades K through grade 8, while the placement for pupils in grades 9 through 12 is at the discretion of the Principal in the best interest of the school and its pupils. The placement for all pupils may be changed by the Principal after the end of the initial grading period under certain circumstances. This law is required to be implemented and makes this Policy a mandated policy.

Policy & Regulation 5300**Automated External Defibrillators (AEDS)**

PL 212, Chapter 51 – Janet's Law was recently approved requiring public and non public schools to have automated external defibrillators and to establish and Emergency Action Plan for responding to sudden cardiac events. The law takes effect September 1, 2014. The new law requires the district to establish and implement an Emergency Action Plan for each school in the school district for responding to a sudden cardiac event including, but not limited to, an event in which the use of an AED may be necessary.

Policy 5533**Pupil Smoking**

The New Jersey Smoke Free Air Act NJSA 26-3D-58 and NJAC 8:6-7.2, prohibits smoking in school buildings and on school grounds. A recent amendment to the Act defines "smoking" to include an "electronic smoking device". The policy has been revised to expand the definition of smoking to include electronic smoking devices. An additional revision also clarifies the definition of school ground to include grandstands, support buildings, etc.

7000 PROPERTY

Policy 7434

Smoking in School Buildings and on School Grounds

See Policy 5533

Policy 7522

School District Provided Technology Devices to Staff Members

The policy specifies appropriate and allowed use of any/all district provided devices. Cannot be used personally – downloading restrictions. Staff members will sign an agreement.

Policy 7523

School District Provided Technology Devices to Pupils

Same as for staff members, district issued technology devices. Students and parents will sign a use agreement.

2. Policy and Regulation Revisions and New – 1st Reading

4000 SUPPORT STAFF

Policy 4124

Employment Contract

This policy has been revised to remove the provision that indicates a nontenured support staff member's contract will include a probationary employment provision. The revised guide indicates that employment contract may include probationary employment period as most school district do not have a formal probationary employment period (i.e. thirty, sixty, or ninety days) for newly hired staff member. This policy guide contains provisions regarding contract termination, maximum length of contract and other information that should be included in nontenured support staff.

5000 PUPILS

Policy & Regulation 5512

Harassment, Intimidation, and Bullying

Policy has been revised several times since the passage of the Act. The revisions do not affect the manner in which school district have been implementing the Act and do not affect the procedures

The following has been revised:

1. Definition HIB – which the act substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils.
2. HIB conduct off school grounds are required to be addressed if the elements of HIB meet the delimitation
3. Remedial measures have been expanded
4. HIB Off grounds section E has been incorporate with Section B
5. School and district grading requirement have been added – section O

6000 FINANCES

Policy 6113

E-Rate

The Universal Service Schools and Libraries Program, commonly known as “E-rate,” provides discounts of up to ninety percent to assist most schools and libraries in the United States to obtain affordable telecommunication and Internet access. Universal Service Administrative Company (USAC) is responsible for processing application for support, confirming eligibility, and reimbursing telecommunications companies and Internet access providers for discounted services delivered to eligible schools and libraries. USAC reviews applications, invoices, and other program information to ensure applicants and service providers follow rules for the program set by the Federal Communications Commission (FCC). USC also conducts audits to ensure program compliance. This policy outlines the process to be used by school districts.

Discussion

Regulation 5511

Policy 7250

Pupil Dress & Grooming

School and Facility Naming

District Policy Manual – access to actual policy

LONG BRANCH PUBLIC SCHOOLS

Long Branch, New Jersey

PERSONNEL COMMITTEE MEETING

October 9, 2013

6:15 P.M.

COMMITTEE MEMBERS:

Tara Beams, Chair
Lucille M. Perez
Al Menkin
Bill Dangler

ADMINISTRATORS:

Michael Salvatore
Alvin Freeman
JanetLynn Dudick
Garry Penta

1. Open Positions

2 custodians
1 Speech/Language
1 Part-Time Instructional Assistance
1 Elementary Teacher

2. Workers Compensation

INJURIES TO DATE: 8

Slips/Falls.....1
Related to students.....3
Accident – employee’s fault.....2
Job related.....2

Employees out of work.....2

- Safety Committee

3. Discussion Items

- Job Description(s)
District Safety Officer/Liaison
- Substitute Recruiting/Orientation
- TEACHNJ / AchieveNJ
 - ❖ Policy Update

ATHLETIC COMMITTEE MEETING MINUTES

October 8, 2013

5:00 p.m.

540 Broadway
Long Branch, NJ

COMMITTEE MEMBERS:

Luci Perez – Chair
Bill Dangler
Jim Parnell
Armand Zambrano
Avery Grant - Alternate

ADMINISTRATORS:

Michael Salvatore
Alvin Freeman
Garry Penta
Jason Corley

DISCUSSION RECAP

1. Fall Sports Update:

- MS/HS teams highlights
- MS – Brian Howell & Elisa Perez selected to coach MS all-star teams (boys soccer 10/28 @Neptune, field hockey 10/30 @Long Branch)
- HS – Danny George 100th win @ Long Branch
- Facebook, “Long Branch Athletic Department”
- Twitter, @WAVEPRIDE

2. NJSIAA Statute

- Shore Conference Administrative Officers: Jason M. Corley, Executive Member, Vice President of Shore Conference
- Scholastic Student-Athlete Safety Act, (Susan Martz, Acting Asst. Commissioner, Division of Student and Field Services). Health history forms updated
- Pamphlet - Sudden Cardiac Death in Young Athletes: Parents to read & agree with online registration.
- Automatic External Defibrillator (3 minutes away from playing field)
- New sportsmanship standards: NJSIAA strictly enforcing fans, athletes & coaches to be removed immediately if any racial, name calling and/or un-sportsmanship acts are made.
- Scheduling year: 2014-2015, 2015-2016 (Fall 2014-2015 & 2015-2016 schedules completed)

3. League Dues:

- HS/Shore Conference: \$ 1000.00
- MS/Shore Conference: \$ 450.00
- NJSIAA: \$ 2150.00

4. Anticipated Athletic Budget - Each Sport:

- Hand-out

5. New Registration Procedures:

- On-Line Process (Hand-out)

6. Future Agenda Items:

- Break down of each line item on the “Anticipated Budget of Each Sport”
- Athlete of the Week
- Captain Leadership Counsel
- NCAA Eligibility, Responsibilities & Process
- NJSIAA Scheduling Dates & Limitations
- Out of Season Regulations



State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHRISTOPHER D. CERF
Commissioner

September 10, 2013

**Please share with School
Nurses and Non-Public
School Nursing Providers.**

TO: Chief School Administrators
Charter School Lead Persons
Non-Public School Administrators
Administrators of Approved Private Schools for Students with Disabilities

FROM: Susan Martz, Acting Assistant Commissioner
Division of Student and Field Services

SUBJECT: Scholastic Student-Athlete Safety Act

This is to advise you that Governor Christie signed the *Scholastic Student-Athlete Safety Act* (P.L. 2013, c.71) on June 27, 2013, effective November 1, 2013. The intent of the Act is to establish measures to ensure the health of student athletes in public and nonpublic schools including:

- Use of a "Preparticipation Physical Evaluation" (PPE) form developed jointly by designated organizations;
- Development of a professional development module to increase the assessment skills of those health care practitioners who perform the student athlete physical examinations;
- Certification by the health care practitioner, who completes the PPE, and the school physician who reviews and approves the PPE that they have completed the module;
- Inclusion of a statement of assurance in the contract between the school district and the school physician that the school physician has completed the module; and
- Distribution of a pamphlet about sudden cardiac arrest provided by the New Jersey Department of Education (NJDOE) to parents of student athletes and receipt of a written certification from parents that they received and reviewed the pamphlet.

The NJDOE, in collaboration with the New Jersey Department of Health, is convening the required organizations to produce the professional development module for completion by physicians, advanced practice nurses and physician assistants who conduct student athlete pre-participation physical examinations, as well as a certification statement signifying successful completion of the professional development module that must be printed and provided to the school district. Additionally, the group will review and revise, as appropriate, the Sudden Cardiac Death in Young Athletes brochure required by *N.J.S.A. 18A:40-41*.

Contacts: Mike Cherenon, 973.992-7800, x.104, mcherenson@successcomgroup.com
Kurt Praschak, 973.992-7800, x.289, kpraschak@successcomgroup.com

NJSIAA to implement tough high school sportsmanship standards

NEARLY 500 NJ HIGH SCHOOLS, 250,000 STUDENT ATHLETES, TENS OF THOUSANDS OF COACHES TO BE IMPACTED

ROBBINSVILLE, NJ (June 19, 2013) -- The days of taunting, baiting and trash-talking during high school sporting events are over, thanks to teamwork between the New Jersey State Interscholastic Athletic Association (NJSIAA) and the office of the Attorney General of New Jersey and its New Jersey Division on Civil Rights,

Beginning this fall, the NJSIAA, which sets rules and regulations governing high school athletics, will enforce new rules that will make it clear that harassing conduct related to race, gender, ethnicity, disability, sexual orientation, or religion is unsportsmanlike and will not be tolerated at high school events.

The new rules -- which apply to all public, parochial, and private school members of the NJSIAA -- will also require officials to report this conduct to the NJSIAA, which may investigate the incident and will, in turn, notify the state. If such comments are heard, officials can immediately assess penalties. Coaches will be responsible to remind their players about this policy.

These rule changes follow New Jersey's Anti-Bullying Bill of Rights Act in addressing issues of harassment, intimidation, and bullying in the state's public schools, including incidents occurring at school-sponsored events, such as high school athletic events. The rules were developed with the support of the Coalition for Racial Equality in Education, a group of organizations and individuals that seeks to foster equality and combat discrimination in education.

According to Steven J. Timko, executive director of the NJSIAA, his organization and the Attorney General are working together to ensure that interscholastic athletic events are free from harassing conduct related to race, gender, ethnicity, disability, sexual orientation or religion.

"High school sports enhances and supports education," says Timko. "Obscene gestures, profanity or unduly provocative language or action toward officials, opponents, or spectators won't be tolerated in the classroom or the field of play,"

Acting Attorney General John J. Hoffman added: "High school sports should be about building character and instilling life-lessons about grace, courage, teamwork, and adversity. Sometimes, we lose sight of those lessons on the field and in the stands. I thank the coalition for bringing the issue to our attention, and the NJSIAA for taking steps to address an important concern. We stand ready to work with both groups to ensure compliance with the new rules, going forward."

Under NJSIAA sportsmanship rules, any student-athlete or coach who is cited before, during or after an interscholastic event for unsportsmanlike and flagrant verbal or physical misconduct will be disqualified from participating in the next two regularly scheduled events, or in the case of football, disqualified from the

next game. Now, discriminatory conduct will also be reported to the New Jersey Division on Civil Rights and may result in further investigation.

About the NJSIAA

Established in 1918, the New Jersey State Interscholastic Athletics Association (NJSIAA) is a voluntary, non-profit organization comprised of 433 accredited public, private, and parochial high schools. A member of the National Federation of State High School Associations, the NJSIAA conducts tournaments and crowns champions in 32 sports. Championship competition for girls is sponsored in basketball, bowling, cross country, fencing, field hockey, golf, gymnastics, lacrosse, soccer, softball, swimming, tennis, outdoor track, winter track, and volleyball. Boys' championships are determined in baseball, basketball, bowling, cross country, fencing, football, golf, ice hockey, lacrosse, soccer, swimming, tennis, outdoor track, winter track, volleyball, and wrestling.

###

NJSIAA PSA FOR MEMBER SCHOOL CONTESTS

Per the Memorandum of Understanding between the NJSIAA and the State Attorney General's Office, the following is a Public Service Announcement (PSA) that is required to be read several times before and during any and all contests in which the public announcement system is operated:

TODAY'S CONTEST IS BEING CONDUCTED ACCORDING TO THE RULES OF THE NEW JERSEY STATE HIGH SCHOOL ATHLETIC ASSOCIATION. THESE RULES PROVIDE FOR FAIR COMPETITION AMONG PLAYERS. SPECTATORS CAN HELP PROMOTE GOOD SPORTSMANSHIP BY OBSERVING THE RULES OF FAIR PLAY. ANY VERBAL, WRITTEN, OR PHYSICAL CONDUCT RELATED TO RACE, GENDER, ETHNICITY, DISABILITY, SEXUAL ORIENTATION OR RELIGION SHALL NOT BE TOLERATED, COULD SUBJECT THE VIOLATOR TO EJECTION, AND MAY RESULT IN PENALTIES BEING ASSESSED AGAINST YOUR TEAM. EACH ONE IS REQUESTED TO TAKE PERSONAL RESPONSIBILITY FOR KEEPING THIS COMPETITION AT A HIGH LEVEL OF GOOD SPORTSMANSHIP.

2013 – 2014

* = All totals are the maximum amounts
Totals do not include post season (Scrim

Sport:	Coaches	Transportation	Officials	Police	Reconditioning/ Facilities Fee	Totals:
Football (3 Levels) – 110 kids	\$ 38,107 (6 coaches)	\$ 7,562.51 *	\$6,756.00	\$7560.00 * \$105/hr.(4)*	\$ 9,500 * Reconditioning	\$ 68,485.51 *
Cross Country (B&G) (2 Levels) – 20 kids	\$ 6022 (2 coaches)	\$ 4,630.05 *	\$ 340.00		\$ 375/H.S & M.S Facilities Fee	\$ 11,360.07 *
Field Hockey (2 Levels) – 32 kids	\$ 13,227 (3 coaches)	\$ 4,321.44 *	\$ 3,192.00		\$ 350 Reconditioning	\$ 20,622.44 *
Soccer, Boys (3 Levels) – 51 kids	\$ 14,580 (3 coaches)	\$ 6,790.74 *	\$ 3,546			\$ 24,916.74 *
Soccer, Girls (2 Levels) – 32 kids	\$ 10,034 (3 coaches)	\$ 3,697.44 *	\$ 2,838.00			\$ 16,569.44 *
Tennis, Girls (2 Levels) – 12 kids	\$ 6,073.00 (2 coaches)	\$ 4,681.56 *	\$ 0			\$ 10,754.56 *
Volleyball, Girls (2 Levels) – 20 kids	\$ 4,736.00 (2 coaches)	\$ 4,681.56 *	\$ 3,640.00			\$ 13,057.56 *
Cheering (Co-ed) (2 Levels) – 38 kids	\$ 16,484 (4 coaches)	Included w/ Football				\$ 16,484
COACHES: TRANSPORTATION: FALL EVENT WORKERS:	\$ 109,263 \$ 36,365.53 \$ 15,549		Officials: \$ 20,312 Police: \$ 7560	Reconditioning: \$ 9,350 Facilities Fees: \$ 375 TOTAL FALL BUDGET: \$ 198,774.53		



LONG BRANCH HIGH SCHOOL
404 Indiana Avenue, Long Branch, New Jersey 07740
732-229-7300

MICHAEL SALVATORE
Superintendent of Schools

"Where Children Matter Most"

VINCENT MUSCILLO
Lead Administrator

JASON M. CORLEY
Athletic Administrator
Ext. 41810 Fax: 732-229-6348

ATHLETIC PARTICIPATION REGISTRATION PROCESS

Dates:

Open Registration Date:

Closed Registration Date:

Late Registration Date:

- On-line Registration: Open/Closed (NJSIAA forms uploaded for e-signature); Host three Registration Nights for parents; have two laptops in the office for parents who do not have computers.
- Part A: Health History Questionnaire & Part B: Physical Evaluation Forms are located in the nurse's office & returned ONLY to the nurse's office. (working on placing bins in the main office for Part A & B forms)
- On-line registrations will be retrieved by the athletic secretary on the closing date to check academic eligibility & update the rSchoolToday Athletic Scheduler.
- The nurses will determine if the student-athlete needs a physical (N) or if Part A needs to be reviewed by the team physician (R). Nurses will schedule physicals for the high/middle school student-athletes.
- Physicals will be given on the determined dates. Physical dates are to be inputted into the SNAP program within 2 weeks the physicals are taken.
- The athletic secretary will pull a report, from SNAP, of all athletes who are physically cleared and mark them eligible in rSchoolToday. At that point she will create rosters for the coaches.

SUMMER PROCESS

- Underclassman final dates (Half days) – physical dates for all athletes
- Sub nurses or secretary to input information in real time.
- 2 dates in the summer for those who missed their dates, as well as incoming 6th graders.