

AVON BOARD OF EDUCATION

Meeting of March 19, 2014

MINUTES

President Child called the regular business meeting of the Avon Board of Education to order at 7:00 p.m. All present joined in the Flag Salute.

President's Statement: This meeting has been advertised as a regular business meeting in the Coast Star. Copies of the notice have been forwarded to the Avon Borough Office, the Avon Public Library, the Avon Post Office, has been posted in the Avon School, and is posted on the Avon Elementary School website. This is in compliance with the requirements of Chapter 231 of the "Open Public Meetings Law" of Public Laws of 1975.

Roll Call: **Present:** Etienne, Magovern, Magrini, Devoy, and Child.
Davey joined the meeting at 7:04 p.m.

Absent: DeLuca

Others Present: Superintendent Albrizio, Mrs. Trochanowski, and Ms. Kolarsick, Mrs. Gioia and a member of The Coast Star newspaper.

Communications: Mrs. Lerner read a thank you card to the Board from Mr. Collins regarding their expression of sympathy.

Superintendent's Update:

Superintendent Albrizio reported on the following:

- Enrollment Report – There is an increase in one student
- HIB Report – one incident was reported however, it was not confirmed as HIB
- Character Education- There were 89 kids care acts reported.

Superintendent Albrizio acknowledged and thanked the following:

- Staff and Student Recognition
 - AHSA Wishlist Donation – Municipal Buidling Concert Monitor Speakers
 - Avon Education Foundation – for the installation of the infrastructure of the sound system at the municipal building so children can perform at the optimum level.
 - AHSA Lunch with Someone Special
 - 2013-2014 Avon Spelldown Winner - *Autumn Schoenleber*
 - Parent Volunteers: Mr. and Mrs. Krupinski - dance chaperones
 - AES Reward School (second year in a row)
Superintendent Albrizio recognized the staff and the Board for making this possible. He feels privileged and lucky to be a part of the school and the community as a whole.
 - Jump Rope for Heart Fundraising (school record) - *Mary Hayser, Christopher Devoy, Ryann Bannerman*
Mrs. Trochanowski recognized the students for their tremendous fund raising efforts. She is very proud of the students.
Superintendent Albrizio thanked Mrs. Trochanowski for her hard work with the program.

Mr. Magrini thanked the students for their efforts and commended them.

Committee Reports:

Finance Committee – Mr. Magrini and Mrs. Etienne reported that the committee had met and reviewed the budget and approve of the spending plan for the 2014-15 school year.

Anti-Bullying District & School Grade Self-Assessment Report Presentation:

As per the Anti-Bullying Bill of Rights, Superintendent Albrizio presented the School Self-Assessment Report for the district and the school. The school feels that they graded themselves hard but has made improvements in the areas of weakness on the report.

Personnel:

It was moved by Davey and seconded by Magovern to approve the following resolutions:

To approve, as recommended by the Superintendent, Thomas Wolfmuller, Edward Morales, Kathryn O'Halloran, and Ryan Cunningham (pending criminal history review) as a substitute teacher for the 2013-2014 school year at a rate of \$75 per day.

To approve, as recommended by the Superintendent, the revision of the contract for Ms. Brooke Muller, Instructional Aide from \$8,500 (.50 FTE) to \$10,710 (.63 FTE) effective March 18, 2014(to be pro-rated).

To approve, as recommended by the Superintendent, Kelli O'Keefe as a substitute nurse for the 2013-2014 school year at a rate of \$110 per day.

Roll call vote was all in favor, motions carried unanimously.

Finance:

It was moved by Etienne and seconded by Magrini to approve the following resolutions:

To approve the gross payroll for March 2014 totaling \$ 154,069.19.

To approve the payment of bills presented for the 2013-2014 budget totaling \$483,699.49.

To approve the Budget Status Report for February 2014 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2013-2014 budget; further, that sufficient funds are currently available to meet the district's current financial obligations for the 2013-2014 school year.

To approve the Financial Reports of the Treasurer for the month of January 2014.

To approve the Financial Reports of the Secretary for the month of January 2014.

For the Avon Board of Education to adopt the following resolution:

“RESOLVED, that Pursuant to N.J.A.C. 6A23-2.11 (C1), I, Amy S. Lerner, Board Secretary, certify that to the best of my knowledge and belief, that as of January 31, 2014 no budgetary line item account has encumbrances and expenditures (contracted orders) which in total exceed the amount appropriated by the District Board of Education which would be in violation of 6A:23-2.11 (A1). Pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; that the district's financial accounts have been reconciled and are in balance.”

Through the adoption of this resolution, we, the Avon-by-the-Sea Board of Education, pursuant to N.J.A.C. 6A:23-2.11 (C4), certify that as of January 31, 2014 and after review of the Secretary's and Treasurer's monthly financial reports (appropriation section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (B) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

To approve the attached staff travel expenses for various training and business related trips as budgeted for in the 2013-2014 budget.

To approve and adopt the following resolution for the 2014-2015 budget:

BE IT RESOLVED that the tentative budget be approved for the 2014-2015 School Year and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>Budget</u>	<u>Tax Levy</u>
Total General Fund	\$ 4,068,836	\$ 3,267,084
Total Special Revenue Fund	\$ 32,527	n/a
Total Debt Service Fund	<u>\$ 429,148</u>	<u>\$ 330,030</u>
Totals	\$ 4,530,511	\$ 3,597,114

And to advertise said tentative budget in the Coast Star in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Media Center of the Avon Elementary School, Avon, NJ on April 30, 2014 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

To approve and adopt the following resolution for travel and related expense reimbursement:

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

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$25,000 for all staff and board members.

To approve and adopt the following resolution:

The Avon Board of Education hereby approves the submission of grant application for the 2014 Safety Grant Program through the New Jersey School Boards Insurance Group's MOCSSIF Subfund for the purposes described in the application, in the amount of \$1,695.27 for the period July 1, 2014 through June 30, 2015.

To accept the donation by the Avon Home & School Association in the amount of \$984 for self-powered speakers at the Municipal Building.

To approve and adopt the following resolution:

The Avon Board of Education hereby approves the submission of grant application and acceptance of the funds in the amount of \$300 from the Eagleton's State House Express Program through Rutgers University for the purpose of providing transportation for a class trip to the NJ State House.

Roll call vote was all in favor, motions carried unanimously.

Other Business:

It was moved by Magovern and seconded by Etienne to approve the following resolutions:

To approve the minutes of the work session, regular business and executive session meetings held on February 19, 2014.

To approve the attached report of Harassment, Intimidation and Bullying incidents for the month of February 2014.

Roll call vote was all in favor, motions carried unanimously.

Programs:

It was moved by Davey and seconded by Magovern to approve the following resolutions:

To approve the Boys Baseball and Girls Softball Teams schedules for the 2013-2014 school year as attached.

To approve the second and third grade class trip to the Robert J. Novins Planetarium at the Ocean County College, Toms River, NJ on May 21, 2014.

To approve the sixth and seventh grade class trip to Philadelphia, PA for the Constitution Walking Tour on May 15, 2014.

To approve the seventh and eighth grade class trip to The NJ State House, Trenton, NJ on June 2, 2014.

To approve the placement of one (1) Avon resident student at The Adolescent Therapeutic Day School, Piscataway, NJ for the remainder of the 2013-2014 school year at a tentative tuition rate of \$187.92 per diem beginning March 10, 2014.

Roll call vote was all in favor, motions carried unanimously.

Facilities and Transportation:

It was moved by Magovern and seconded by Etienne to approve the following resolutions:

To approve the attached Emergency Drill report for February 2014.

Policy, by the Avon Education Foundation for a Creative Movement & Dance Program on Fridays beginning March 21, 2014 thru June 6, 2014 from 3pm until 4pm.

To approve the transportation jointure with the Monmouth-Ocean Educational Services Commission (MOESC) for one (1) Avon resident student attending a program at The Adolescent Therapeutic Day School, Piscataway, NJ effective March 10, 2014 through June 2014 at a rate of \$197.40 per diem.

Roll call vote was all in favor, motions carried unanimously.

Unfinished Business: None.

New Business:

- 2014-2015 School Calendar: Superintendent Albrizio presented two calendars. The Board discussed the calendars and will adopt one at the meeting in April.
- Garden State Coalition of Schools Seminar
- Policy Committee – Tuition policy distributed for review and proposed amendments at April 2014 meeting. The committee will meet to discuss and review the policy.
- Mrs. Etienne inquired about the bed bug letter that had been sent out. Superintendent Albrizio explained that the district saw one bed bug, it was isolated, and the pest management control company treated the area and is monitoring it. There has been no other sightings. The district did go above and beyond to treat it. Since it was an isolated incident, the treatment was not required.

Public Session:

Mrs. Gioia gave an update on the foundation and their programs as well as a scholarship they will be offering to an Avon resident who is graduating high school.

Mrs. Gioia inquired about the process of students leaving Avon and going to high school. The Board and President Child explained what Avon School does to inform the students about their options and the high school information session the district has.

Mrs. Gioia asked about the tuition policy and asked about the rates and how it is determined. The Board discussed the rationale behind the rates.

Mrs. Gioia also inquired about the grants the district received from the state. President Child reviewed the process and the awards.

Lastly, Mrs. Gioia inquired about the playground and a project to line it. Superintendent Albrizio responded that the district is researching if it can be done and the cost.

Motion to adjourn to executive session:

It was moved by Magovern and seconded by Etienne to approve the following resolution:

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Avon-by-the-Sea Board of Education, in the County of Monmouth, State of New Jersey, as follows:

1. The public shall be excluded from discussion of any actions upon the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed is as follows: personnel (Superintendent Contract).
3. It is anticipated at this time the above stated subject matter will be made public when the need for confidentiality no longer exists.
4. This Resolution shall become effective immediately.

Voice vote was all in favor, motion carried unanimously. The meeting adjourned into executive session at 7:59 pm.

It was moved by Magrini and seconded by Magovern to adjourn executive session and re-open the meeting to the public. Voice vote was all in favor, motion passed unanimously. The meeting was re-opened to the public at 8:25 pm.

Motion to adjourn:

There being no further business before the Board, it was moved by Magrini and seconded by Davey to adjourn the meeting. Voice vote was all in favor, motion carried unanimously. The meeting adjourned at 8:26 p.m.

Respectfully submitted,

Amy S. Lerner

Amy S. Lerner, Board Secretary