

**BOARD OF EDUCATION
LAKEWOOD PUBLIC SCHOOLS
LAKEWOOD, NEW JERSEY**

**CONFERENCE MEETING – 6:30 P.M.
PUBLIC MEETING – 7:30 P.M.**

**NOVEMBER 25, 2002
LAKEWOOD HIGH SCHOOL COMMONS**

AGENDA

STATEMENT BY BOARD SECRETARY

Pursuant to the provisions of Chapter 231, of the Laws of 1976 (THE OPEN PUBLIC MEETINGS ACT), Mr. Luick notified the public that notice of the date, time, location and agenda of this meeting, to the extent known, was provided at least forty-eight (48) hours prior to the commencement of this meeting in the following manner:

1. By posting such notice on the public announcement board of the Lakewood Board of Education Offices, and the Lakewood Township Municipal Building.
2. By mailing such notice to the offices of the Asbury Park Press, Ocean County Observer and the Tri Town News.
3. By filing such notice with the Board Secretary.
4. By mailing such notice to all individuals who requested and paid for a copy of same.

BOARD MEMBERSHIP

Mr. Meir Grunhut, President
Mr. Norman Bellinger, Vice President
Mr. Chet Galdo
Mr. Harvey Kranz
Mrs. Sara Lichtenstein
Mrs. Irene Miccio
Mr. Abraham Ostreicher
Mr. Neal Price
Mr. Leonard Thomas

SUPPORT PERSONNEL

Dr. Ernest J. Cannava, Superintendent
Mr. Edward W. Luick, Board Secretary/Assistant Superintendent
Mr. Joseph C. Attardi, Assistant Superintendent
Mrs. Kathryn D. Fuoto, Business Administrator
Michael I. Inzelbuch, Esq., Board Attorney

**AGENDA
NOVEMBER 25, 2002**

- I. PLEDGE OF ALLEGIANCE – PRESIDENT, LAKEWOOD BOARD OF EDUCATION
- II. ROLL CALL

III. PRESENTATIONS

A. LAKEWOOD HIGH SCHOOL MARCHING BAND – 1ST Place U.S. Scholastic Band Association Regional Competition

- Mark Alpert
- Nicole Aughtry
- Pete Beliaeff
- Traci Berkman
- Corey Bilgrav
- Joey Bishop
- Jordan Black
- Ryan Budde
- Ashley Campanero
- Stephen Codling
- Kim Conley
- Ilana Corenblith
- Heather Downey
- James Doyle
- Ally Eisenberg
- Erin Farnkopf
- Amanda Feigin
- Sarah Fiquet
- Kevin Ford
- Gina Gagliano
- Cristina Garces
- Matt Conzalez
- Dan Haase
- Michelle Henderson
- Cory Hogan
- Ashley Johnson
- Christie Johnson
- Dan Kelly
- Jon Kostulakos
- Patricia Kowaleski
- Kiera McKee
- Jessica Mercer
- Alyssa Nunez
- Dustin O'Hara
- Herder Pisco
- Lori Price
- Stacey Price
- Antwoine Rice
- Jenn Rosseter
- Rachel Schneider
- Sam Schneider
- Ryan Schulein
- Kathleen Sleavin

- Paula Tavares
- Amanda Vogler
- Lauren White
- Ed Wilkes
- Chris Zingler
- Ally Zsamba
- Katie Zsamba

Band Instructors:

- Miss Deb Knisely, Band Director
- Mr. Jared Moskowitz, Assistant Director
- Steve Jordan, Staff
- Gina Petti, Staff
- Bobbi Jo Blasberg, Staff
- B. J. Capelli, Staff
- Mr. Bill Taylor, Staff

B. 2001-2002 AUDIT: Mr. Robert Allison of Hutchins, Farrell, Meyer & Allison, Accountants

IV. MINUTES – CONFERENCE, EXECUTIVE, AND REGULAR MEETING OF NOVEMBER 12, 2002.

V. RECOGNITION OF THE PUBLIC – AGENDA ITEMS ONLY

VI. CORRESPONDENCE AND COMMUNICATIONS

VII. COMMITTEE REPORTS

VIII. REPORTS AND RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ITEMS

A. BOARD SECRETARY and BUSINESS ADMINISTRATOR ITEMS

a. With the recommendation and approval of the County Superintendent, approval of the following 2002-2003 Budget Transfers.

CURRENT EXPENSE

<u>Account #</u>	<u>Account Description</u>	<u>TO</u>	<u>FROM</u>
12.xxx.261.730	Maintenance Equipment	\$77,800	
12.xxx.xxx.9303	Balance Appropriated		\$77,800
	Grand Total	\$77,800	\$77,800

REASON: Purchase of two (2) new trucks for the Buildings & Grounds Department as per negotiated settlement with the Township Committee regarding the 2002-2003 budget review.

b. Approval of the following 2002-2003 Budget Transfers:

CURRENT EXPENSE

<u>Account #</u>	<u>Account Description</u>	<u>TO</u>	<u>FROM</u>
11.xxx.219.390	PPS Prof Educational Srvcs	\$25,000	
11.xxx.217.106	Extraordinary Srvcs Salaries	34,365	
11.213.100.610	Resource Rm Supplies	33,000	

11.213.100.640	Resource Rm Textbooks	28,500	
11.xxx.100.566	Tuition – Spec Ed Private School		\$120,865
REASON: Hiring of new personal aides, new reading series for Special Ed students and awarding of tuition contracts.			
11.190.100.320	Purchase Prof Educational Srvc	\$3,850	
11.190.100.800	Regular Instr Other Objects		\$3,850
REASON: Middle School Voc Ed Consortium Membership Fee.			
11.xxx.217.320	Extraordinary Srvc - Prof Ed Srvc	\$70,000	
11.xxx.216.320	Related Srvc – Prof Ed Srvc		\$70,000
REASON: Awarding of contracts.			
11.240.100.610	Bilingual Supplies	\$1,500	
11.240.100.640	Bilingual Textbooks	2,000	
11.240.100.320	Bilingual Prof Ed Srvc		\$1,500
11.240.100.800	Bilingual Other Objects		2,000
REASON: Additional materials needed for the Bilingual Program.			
11.xxx.240.105	School Admn Secretarial Salaries	\$30,000	
11.xxx.290.100	Business Office Salaries	13,615	
11.xxx.240.104	School Admn Prof Staff		\$30,000
11.xxx.290.592	Business Office Misc Purch Srvc		13,615
REASON: Additional staff contract costs.			
TOTAL of Transfers		\$241,830	\$241,830

c. Board Secretary's Monthly Certification pursuant to N.J.A.C. 6:20-2.13(d), the Board Secretary can certify that from October 1 through October 31, 2002, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Board of Education pursuant to NJASA 18A:22-8 and 18A:22-8.1.

EDWARD W. LUICK
Board Secretary

NOVEMBER 25, 2002
Date

d. Acceptance of the Treasurer's and Secretary Reports for October 2002. The Treasurer of School Funds and the Board Secretary reports are in balance for the cash receipts and disbursements for the month of October 2002.

e. Approval of payroll for period ending November 6, 2002, in the amount of \$1,593.91, and for period ending November 22, 2002, in the amount of \$1,596,351.79, for a total of \$1,597,945.70.

f. Approval of bill list for November 2002 in the amount of \$3,213,238.42, and a November 2002 supplemental bill list in the amount of \$233,613.77, for a total of \$3,446,852.19.

g. Approval of Capital Projects bill list for November 2002 in the amount of \$13,390.00.

h. Approval of Food Service bills in the amount of \$158,547.66.

i. The Board Secretary recommends that the Board approve the acceptance of the 2001-2002 Audit Report.

j. The Board Secretary recommends that the Board approve the Corrective Action Plan covering the 2001-2002 Audit Report.

Recommendation #1:

The District should record Tuition Receivables and report it on its Board Secretary's Report.

Effective July 1, 2002, the Board Secretary has and will continue to record tuition receivables on the Board Secretary's Report.

Recommendation #2:

Inactive Accounts Receivable should be investigated and appropriate action taken.

Effective December 1, 2002, the Business Office will investigate Inactive Tuition Account Receivables and advise the Board of Education if any action is required.

Recommendation #3:

The Township of Lakewood should provide to the District all contributions made to the Community School.

Effective December 1, 2002, the Director of Community School will request, from the Township of Lakewood, that all contributions be made to the Community School.

Recommendation #4:

All outstanding checks should be listed individually.

Effective November 1, 2002, the Treasurer and the Business Administrator will request, from the Lakewood Board of Education's bank, that its bank reconciliation must list outstanding checks individually.

Recommendation #5:

TPAF Social Security expenditures and receipts should be posted to the Balance Sheet only.

Effective November 1, 2002, the Business Administrator will post only to the Balance Sheet Accounts TPAF Social Security expenditures.

Recommendation #6:

Statutory thresholds for bidding and contracted services should be observed.

Effective July 1, 2002, the Business Administrator will have and continue to ensure that Statutory thresholds for bidding and contract services are observed.

Recommendation #7:

Care should be taken to ensure that applications for free and reduced-price meals meet the qualifying guidelines.

Effective July 1, 2002, the Business Administrator will ensure that free and reduced lunch applications qualifying guidelines will be strictly adhered to.

Recommendation #8:

Documents establishing a Scholarship Fund should be maintained.

Effective November 1, 2002, the Board Secretary will maintain all documents that establishes Scholarship Funds.

Recommendation #9:

Individual Education Plans ("IEPs") should be prepared for each classified pupil for each academic school year, be maintained in the pupil's classified file, and be available for audit.

Effective November 1, 2002, the Superintendent and/or his designee will ensure that Individual Education

Plans (“IEPs”) for each classified pupil are prepared, maintained, filed and available for review for audit.

Recommendation #10:

Bilingual tests should be maintained in pupils’ files.

Effective October 1, 2002, the Superintendent and/or his designee will ensure that Bilingual tests are maintained in pupils’ files.

Recommendation #11:

Original test booklets should be purchased for each pupil tested in compliance with the publisher’s copyright.

Effective October 1, 2002, the Superintendent and/or his designee will ensure that original tests are purchased for each pupil tested.

k. Approval to submit to the Department of Education the required 2002-2003 – 2003-2004 Comprehensive Maintenance Plan. (See attached Resolution A)

l. Awarding a contract, to Hutchins, Farrell, Meyer & Allison, Certified Public Accountants, Freehold, New Jersey, for a feasibility study of the refinancing of the District’s existing debt and to provide recommendations, in the amount of \$1,000.00 for this study.

m. Awarding a Professional Service contract for bond counsel to McManimon & Scotland, Newark, NJ, in the amount of \$11,000.00 for the refinancing of taxable pension obligation. (See attached Resolution B)

n. Pending approval of Board Attorney, awarding a Professional Service contract for technical services rendered regarding software enhancements for District Student Record package, to Weidenhammer, Wyomissing, PA., at a rate of \$150.00 per hour, not to exceed a total of \$51,075.00 for 2002-03 and effective December 1, 2002 through June 30, 2003.

o. Awarding a contract, to NCS Pearson, Inc., Mesa, Arizona, the sole source and developer for the patented Success Maker Computer Software Program, contract to also include installation, professional development, and technical support (first year). Said software will be used in the Middle School Math & Reading Programs. The contract amount will be \$50,461.61, utilizing 2002-2003 Title I Funds.

p. Bids were opened and read for the 2002/2003 Winter Athletic Bid, on Thursday, November 14, 2002, at 10:00 a.m. (Prevailing Time) in the Administrative Office, 655 Princeton Avenue, Lakewood, New Jersey. Effective November 18, 2002, through February 28, 2003, (53 days). Awarding contracts as follows: (see attachment Resolution C)

**Student Transportation of America, Lakewood,
N.J. \$16065.00**

Winter 01 - Boys Basketball

Winter 02 - Girls Basketball

Winter 05 - Winter Track

Winter 06 - Middle School Basketball

Winter 07 - Middle School Wrestling

**Murphy Bus Service, Middletown, N.
J. \$ 3412.00**

Winter 03 - Boys & Girls Bowling
 Winter 04 - High School Wrestling

q. Bids were opened and read for the 2002-2003 Various Pupil Transportation Services on Wednesday, November 20, 2002, at 10:00 a.m. (Prevailing Time) in the Administrative Offices, 655 Princeton Avenue, Lakewood, New Jersey. Effective December 1, 2002 through June 30, 2003, (124 days).

Awarding contracts as follows: (See Transportation Attachment D.)

Student Transportation of America, Lakewood, NJ	\$ 5,580.00
Murphy Bus Service, Middletown, NJ	106,968.00
Farrell Transportation, Point Pleasant, NJ	35,960.00
Briggs Transportation, Point Pleasant, NJ	96,256.00
Hartnett Transit Service, Barnegat, NJ	67,036.28

r. Awarding a contract to Murphy Bus Service in the amount of \$ 123.45 per diem on an as needed basis to transport students to/from Oak Street School.

Quotes were sought and received from:

Briggs Transportation, Point Pleasant	No Quote
Hartnett Transit Service, Barnegat	No Quote
Farrell Transportation, Point Pleasant	No Quote
Murphy Bus Service, Middletown	\$ 123.45

s. Awarding a contract to Farrell Transportation, Point Pleasant, NJ, in the amount of \$62.50 per diem for a total amount of \$8,687.50 (139 days) effective November 26, 2002 through June 30, 2003, to transport Lakewood students to Head Start, Lakewood. (RT: HYST)

Quotes were sought and received from:

Student Transportation of America, Lakewood, NJ	\$ 90.00
Murphy Bus Service, Middletown, NJ	No Quote
Farrell Transportation, Point Pleasant, NJ	62.50
Briggs Transportation, Point Pleasant, NJ	No Quote
Hartnett Transit Service, Barnegat, NJ	No Quote

t. The approval of the following listed Bus Stops after parental notification, to be effective December 2, 2002:

- A. Park Avenue & Yomah Court
- B. Park Avenue & Hackett St W/S
- C. Park Avenue & Seventh St W/S
- D. Poplar & Hawthorne Streets

The approval to delete the following Bus Stop after parental notification, to be effective December 2, 2002:

- A. West County Line Road & Poplar Street

- u. Approval of Resolution Approving the Establishment of the Lakewood Heritage Commission Display Site at the Princeton Avenue School building. (Attachment E.)

IX. REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT OF SCHOOLS

A. SUPERINTENDENT'S ITEMS

1. Approval of renewal of Memorandum of Understanding between O.C.E.A.N., Inc., Head Start and Lakewood Township School District to provide services for preschool children who are eligible for special education for school year 2002-2003. (Pending Board Attorney review and approval.)
2. Approval of the following preschool students (as per their Individual Education Plan [IEP]) to attend the Head Start Program for the 2002-2003 school year in furtherance of a Memorandum of Understanding between O.C.E.A.N., Inc., Head Start and Lakewood Township School District to provide services for preschool children who are eligible for special education:
 - Preschool student E. G. There is no tuition involved, however, the district will provide any related services and transportation.
 - Preschool student Y. L. There is no tuition involved, however, the district will provide any related services and transportation.
 - Preschool student Y. H. There is no tuition involved, however, the district will provide any related services and transportation.
 - Preschool student S. D.J. There is no tuition involved, however, the district will provide any related services and transportation.
3. Approval of the following out-of-district placement for the 2002-2003 school year to comply with student's Individual Education Plan (IEP):
 - CI Moderate student 173 Q to return to SCHI. Tuition not to exceed \$21,297.00 effective November 26, 2002 to June 30, 2003. (Pending Board Attorney approval.)
4. Approval to comply with Individual Education Plan (IEP) for previously Board approved out-of-district student 87 Q for a personal paraprofessional. Salary not to exceed \$12,066.00 and will be pro-rated effective November 26, 2002.
5. Approval of the following out-of-district placement to comply with student's Individual Education Plan (IEP):
 - ED student 174 Q to Kiva High School effective December 1, 2002 to June 30, 2003. Tuition not to exceed \$10,062.50.
6. Approval to submit the Lakewood School District's 2003-2004 Professional Development Plan to the County Superintendent of Schools.
7. Approval of job description for Physical Therapist.

B. PERSONNEL

Reports and Recommendations of the Superintendent of Schools for the following professional staff in accordance with the requirements of Element 6, Indicator 6.5 of the monitoring process.

1. CERTIFICATED

a. Resignations

- (1) SAMMON, Suzanne
Special Education Teacher – Ella G. Clarke School
Effective: November 21, 2002

b. Retirements - N/A this meeting

c. Terminations - N/A this meeting

d. Leaves of Absence

- (1) LICKNACK, Shelley
Physical Education Teacher – Lakewood High School
Extension
Effective: November 14, 2002
Terminating: December 2, 2002

e. Transfers

- (1) SEDAR, Sandra
From: School Nurse
Oak Street School
To: School Nurse
Spruce Street School
Effective: December 17, 2002, or sooner

f. Appointments

- (1) *&*&MCCRACKEN, Trudy
Standard Certificate
Elementary Teacher – Clifton Avenue Grade School
Effective: November 25, 2002
Terminating: June 30, 2003 or sooner
Salary BA15, Step 1- \$37,596 (pro-rated)
(Temporary replacement for Stephanie Walker)
- (2) *&*& TRENCHER, Jodi
Certificate of Eligibility with Advanced Standing
BSI Teacher – Spruce Street School
Effective: December 9, 2002
Terminating: June 30, 2003
Salary: MA, Step 1- \$38,596 (pro-rated)
(New Position)
- (3) *&*& MAYBLOOM, Miriam

Standard Certification

Speech Therapist – Child Study Team

Effective: December 19, 2002

Terminating: June 30, 2003

Salary: MA, Step 7 - \$42,916 (pro-rated)

(Replacing Leslie Smalley - Resigned)

(4) CAMPANELLI, Deborah

Standard Certification

Acting Supervisor of Special Education Programs & Services (11-month)

Effective: November 26, 2002

Terminating: June 30, 2003, or sooner

Salary: Category II, Step 0 – MA+30 -\$74,870 (pro-rated)

(Replacing Jennifer Carney-Temporarily reassigned)

(5) * & ** PEPE, Danielle

Standard Certification

Special Education Teacher-Clifton Avenue Grade School

Effective: November 26, 2002

Terminating: June 30, 2003 or sooner

Salary: MA, Step 1 - \$38,596 (pro-rated)

(Temporary replacement for Susan McNamara)

(6) * & ** PRIETO, Shelley

CE-Provisional

Special Education Teacher – Lakewood High School

Effective: November 26, 2002

Terminating: June 30, 2003

Salary: BA, Step 1 - \$35,596 (pro-rated)

(New Position - TIP Recall)

(7) PHYSICIANS & CONSULTANTS

Effective: 2002-2003 School Year – As needed

ELK, Larissa O.T. \$60.00 per hour

(8) *&*** SUBSTITUTE/SUPPLEMENTAL TEACHER/NURSE

Effective: 2002-2003 School Year, as needed

Salary: \$70 per day

~\$18 per hour supplemental

HORN, Sharon – BA

KRAMER, Michelle – 98 credits

MACKOLIN, Jennifer – BS

PEREZ, Luz - BA

SHERIDAN, Rachelle – BA

g. Reappointments - N/A this meeting

h. Salary Adjustments

- (1) SCHAUER, Brian
 Music Teacher – Lakewood High School
 From: BA15, Step 1 - \$36,596
 To: BA30, Step 1 - \$37,596
 Effective: September 1, 2002
 Terminating: June 30, 2003

i. Stipends - N/A this meeting

j. Tuition Reimbursement

- (1) SCHMIDT, William
 Science Teacher – Lakewood High School
 \$200 – 1 credit
 Industrial Chemistry in Classroom
 Miami University, Ohio – Summer 2002

k. Miscellaneous - N/A this meeting

2. NON-CERTIFICATED

a. Resignations

- (1) KUYL, Turham
 Paraprofessional – Lakewood Middle School
 Effective: November 18, 2002
 (Deceased)

b. Retirements - N/A this meeting

c. Terminations

- (1) LANGLEY, Beverly
 Paraprofessional – Oak Street School
 Effective: November 25, 2002
 Reason: Abandonment of Position

d. Leaves of Absence - N/A this meeting

e. Transfers

- (1) SANTOLI, Donna
 From: Administrative Secretary

To: Lakewood Community School
 Administrative Secretary
 Princeton Avenue Building
 Effective: December 17, 2002, or sooner

f. Appointments

- (1) * & ** COPPINGER, Amy
 Paraprofessional – Clifton Avenue Grade School
 Effective: December 1, 2002
 Terminating: June 30, 2003
 Salary: 0 credits, Step 3 - \$13,477 (pro-rated)
 (State Compliance-Class Size)
- (2) * & ** BROWN, Timothy
 Paraprofessional – Lakewood High School
 Effective: November 26, 2002
 Terminating: June 30, 2003
 Salary: Credits 60, Step 11 - \$16,283 (pro-rated)
 (New Position – TIP Recall)
- (3) FALLON, Shirley
 Administrative Secretary – Lakewood Middle School
 Effective: November 26, 2002
 Terminating: June 30, 2003
 Salary: Step 9, \$22,220 (pro-rated)
 (Replacing Lynn Capper - Reassigned)
- (4) * & ** TORRES, Nancy
 Secretary I – Lakewood Middle School
 Effective: November 26, 2002
 Terminating: June 30, 2003
 Salary: Step 6, \$20,533 (pro-rated)
 (Replacing Shirley Fallon - Reassigned)

g. Reappointments - N/A this meeting

h. Salary Adjustments - N/A this meeting

i. Stipends - N/A this meeting

j. Tuition Reimbursements - N/A this meeting

k. Miscellaneous

- (1) LAKEWOOD COMMUNITY SCHOOL
 Even Start Program
 Effective: 2002-2003 School Year

& FRAZER, Rosemary-Child Care Provider-\$15/hour**

* Appointment subject to approval of Criminal History background check by State Department of Education, as per NJSA 18A:6-7-1, et. Seq., NJSA 18A:39-17 et.seq., or NJSA 18A:6-4.13 et seq., as applicable.

** As required by law and code, this Emergent Employee Resolution, upon motion duly made, seconded and carried, it was RESOLVED that this person be employed by the Board of Education of the Lakewood Public School District in the County of Ocean on an emergent basis.

*** This position does not include the following:

Medical Coverage	Personal Days
Dental Coverage	Professional Days
Prescriptions	Vacation Days
Optical Coverage	Sick Days
Reimbursement for Credits	

X. OLD BUSINESS

XI. NEW BUSINESS

XII. RECOGNITION OF THE PUBLIC

XIII. GOOD AND WELFARE

XIV. ADJOURNMENT

Enclosures:

1. Board Secretary Items
2. Business Items
3. Superintendent Items