

**BAYSHORE JOINTURE COMMISSION**  
**Regular Monthly Meeting**  
**100 Tornillo Way**  
**Tinton Falls, New Jersey 07712**  
**December 12, 2018**

The Bayshore Jointure Commission met in regular session on December 12, 2018 at 8:00 A.M., at the Commission Offices, 100 Tornillo Way, Tinton Falls, New Jersey. Present were: Dr. William George, Mrs. Janet Walling, Ms. Jennifer Zona, Mrs. Amanda Lewert, Dr. Lisa Savoia, Mr. Joseph Annibale, Mr. Christopher Rooney, Mr. Christopher Mullins, and Principal Linda Jordan.

Call to Order Mr. Annibale opened the meeting at 8:00 A.M.

Reading of the "Meeting Notice" Mr. Annibale read the following "Meeting Notice" in accordance with the Open Public Meeting Law: PURSUANT TO THE REQUIREMENTS OF STATUTE (N.J.S.A. 10:49 ET SEQ.), OTHERWISE KNOWN AS THE "SUNSHINE LAW," ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED THAT THE BAYSHORE JOINTURE COMMISSION BOARD OF DIRECTORS WOULD BE HOLDING ITS REGULAR MEETING TODAY, WHICH SPECIFIED THE DATE, TIME AND PLACE OF ITS MEETING. SUCH NOTICE WAS PRINTED AS PART OF THE ANNUAL MEETING NOTICE REQUIREMENT OF THE LAW IN THE OFFICIAL NEWSPAPER OF THE COMMISSION FOLLOWING THE REORGANIZATION MEETING OF THE COMMISSION. THE MEETING NOTICE HAS ALSO BEEN POSTED PUBLICLY AT DISTRICT FACILITIES, AND SENT TO ALL MEMBER DISTRICTS BY ELECTRONIC MAIL AND BY REGULAR MAIL TO THE COUNTY CLERK OF THE COUNTY OF MONMOUTH AND ALL OTHERS ON THE COMMISSION'S NOTICE REQUEST LIST. IN SUCH NOTICE IT WAS STATED THAT ACTION MAY BE TAKEN ON ALL AGENDA ITEMS AND SUCH OTHER ITEMS THAT MAY COME BEFORE THE COMMISSION AT THAT TIME.

**Minutes**

Motion was made by Mrs. Walling, seconded by Ms. Zona and unanimously adopted by a roll call vote to accept the November 14, 2018 Minutes.

The result of the roll call vote was as follows: Dr. George, yes; Ms. Zona, abstain; Dr. Savoia, yes. Mrs. Lewert abstain; Mrs. Walling, yes; Mr. Annibale, yes.

Presentation on a new soccer program for the students which received support from the Board of Education.

**Closed Session**

Motion was made by Ms. Zona, seconded by Dr. Savoia and unanimously adopted by a roll call vote to go into Closed Session at 8:20 am.

The result of the roll call vote was as follows: Dr. George, yes; Ms. Zona, yes; Dr. Savoia, yes. Mrs. Lewert, yes; Mrs. Walling, yes; Mr. Annibale, yes.

Motion was made by Ms. Zona, seconded by Mr. McCue and unanimously adopted by roll call vote to go come out of executive session at 8:35 am.

The result of the roll call vote was as follows: Dr. George, yes; Ms. Zona, yes; Dr. Savoia, yes. Mrs. Lewert, yes; Mrs. Walling, yes; Mr. Annibale, yes.

**Financials**

Motion was made by Ms. Zona, seconded by Mrs. Lewert and unanimously adopted by a roll call vote to accept the School Business Administrator’s Monthly Certification of Financial Status, Monthly Certification Financial Status and Payment of Bills.

The result of the roll call vote was as follows: Dr. George, yes; Ms. Zona, yes; Dr. Savoia, yes. Mrs. Lewert, yes; Mrs. Walling, yes; Mr. Annibale, yes.

**School Business Administrator’s Monthly Certification of Financial Status**

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Bayshore Jointure Commission Board of Directors accepts the Board Secretary/School Business Administrators Certification for the month ending October 31, 2018 and that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that funds are available for the remainder of the fiscal school year.

**Monthly Certification of Financial Status**

Pursuant to N.J.A.C.6A:23A-16.10 (c)4, the members of the Bayshore Jointure Commission Board of Directors certify that for the month after review of the November 30, 2018 Reports of the Secretary to the Board of Directors and upon consultation with the 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:23A-16.10 (b) and that sufficient funds are available for the remainder of the fiscal school year.

**Payment of Bills**

To approve the list of bills, claims, supplies received and services rendered to the Board of Directors of the Bayshore Jointure Commission:

**Payroll**

11/15/18	Gross Wages	\$ 88,091.82
11/30/18	Gross Wages	\$ 89,588.44

**Bill List**

11/30/18 Bill List                    \$127,354.03

**TOTAL                                    \$ 305,034.29**

**Correspondence**

None

**Information and Discussion**

Mr. Rooney reviewed the school's restraint form, new smartboards, upcoming fundraiser and the CAFR.

**GENERAL**

Motion was made by Dr. George, seconded by Dr. Sovia and unanimously adopted by a roll call vote to accept motions A1. through A8.

The result of the roll call vote was as follows: Dr. George, yes; Ms. Zona, yes; Dr. Savoia, yes. Mrs. Lewert, yes; Mrs. Walling, yes; Mr. Annibale, yes.

**A1.** To affirm the November 2018 HIB report as previously reported.

**A2.** To accept and approve the HIB report for November 2018

Number of Reports	Number of Reports where HIB occurred	Status of all investigations	Nature of the bullying	Investigator's name	Type & nature of discipline imposed	Any other measures imposed	Training conducted to reduce HIB	Programs implemented to reduce HIB
0	0	0	N/A	N/A	N/A	N/A	Series of online trainings which include: Anti-Bullying Bill of Rights	Programming Focusing on: Peace Builders

**A3.** To approve the revised date of December 6, 2018 from 1-2:30 (parents) and 3-4:30 (staff) for the Carbone Parent Workshop.

**A4.** To approve the Monmouth University Council for Exceptional Children to host a Valentine's Dance in the Gymnasium, on Thursday, February 14, 2019 from 1:30-2:15.

**A5.** To approve the additional 2018-2019 Community Based Learning Field Trip/Job training sites:

DATES	ALTERNATE LUNCH/WORK LOCATIONS
<i>Monday, January 28, 2019</i>	HomeGoods/Marshalls, Rte. 66, Neptune City
<i>Monday, February 25, 2019</i>	TJ Maxx, Rte. 36, Eatontown
<i>Monday, March 25, 2019</i>	Applebees, Rt. 35, Middletown

<i>Monday, April 29, 2019</i>	Houlihan's Rt. 35, Holmdel
<i>Monday, May 28, 2019</i>	Chilis Rt. 35, Holmdel

- A6. To approve the donation of a personal trampoline and 11 bike helmets.
- A7. To adopt the 2019-2020 Bayshore Jointure Commission Fee Schedule. (Attachment A-7)
- A8. To approve the revised restraint/seclusion form used at the Shore Center for Students with Autism as per changes to P.L. 2017, C. 291. (Attachment A-8)

**B. PERSONNEL**

I recommend the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants and are 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. These initial appointments may be changed as District needs develop unless otherwise stipulated.

Motion was made by Ms. Zona, seconded by Dr. George and unanimously adopted by a roll call vote, to accept motions **B1** through **B2**.

The result of the roll call vote was as follows: Dr. George, yes; Ms. Zona, yes; Dr. Savoia, yes. Mrs. Lewert, yes; Mrs. Walling, yes; Mr. Annibale, yes.

**B1. 10-MONTH NON-CERTIFICATED STAFF To approve the following Non-Certified Staff for hire effective December 13, 2018 through June 30, 2019**

Last Name	First Name	Job Title	Step	Salary 18-19
Zeller	Chris	Paraprofessional 70-214-100-106-00	[1]	\$19,296
Kircher	Brian	Paraprofessional 70-214-100-106-00	[1]	\$19,296
Ritchie	Zack	Paraprofessional 70-214-100-106-00	[1]	\$19,296
Cifune	Laurie	Substitute Paraprofessional 11-214-100-106-01	N/A	\$75.00 Daily
Howard	Byron	Substitute Paraprofessional 11-214-100-106-01	N/A	\$75.00 Daily

**B2. 10-MONTH CERTIFICATED STAFF To approve the following Certified Staff for hire effective December 13, 2018 through June 30, 2019**

Last Name	First Name	Job Title	Step	Salary 18-19
Hanke	Kerra	Speech Teacher 11-000-216-100-00	MA[1]	\$55,515
Nixon	Mary Beth	Behaviorist 11-000-217-104-00	MA[1]	\$69,729

**Superintendent's report:**

Motion was made by Mrs. Walling, seconded by Dr. George and unanimously adopted by a roll call vote, to accept the Superintendent's Report.

The result of the roll call vote was as follows: Dr. George, yes; Ms. Zona, yes; Dr. Savoia, yes. Mrs. Lewert, yes; Mrs. Walling, yes; Mr. Annibale, yes.

District: Bayshore - Month of **November 2018**

SCHOOL NAME	DRILL TYPE	OCCUPANT INVOLVED	DATE & TIME
Regional Alternative Program/Shore Center for Children with Autism	Fire Drill	STUDENTS/STAFF/FACULTY	11/27/2018 11:07 am.
Regional Alternative Program/Shore Center for Children with Autism	Lockdown Drill	STUDENTS/STAFF/FACULTY	11/29/2018 2:10-2:16 pm.

**1. Fire Drills/ Lock Downs**

**EMERGENCY DRILL EVALUATIONS**

School Name:	The Shore Center
School Address:	100 Tornillo Way, Tinton Falls NJ 07712
Principal's Name:	Linda Jordan
Date of Drill / Event:	11/27/2018
Time of Drill / Event:	<u>Time Started:</u> 11:07 am. <u>Time Ended:</u> 11:13am. <u>Total drill:</u> 6 min. <u>Evac time:</u> 3 min. 2 sec.
Staff member in Charge of Drill / Event	Jordan / Schaible
Law Enforcement Officials Present:	Yes No X

Weather During Test / Event:	Dry <input checked="" type="checkbox"/> Rainy(light) <input type="checkbox"/> Snowy Windy <input type="checkbox"/> Other <input type="checkbox"/> N/A
Was there a full evacuation or partial evacuation?	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> N/A
If the drill / event was preplanned, were staff and students notified of the drill / event ahead of time?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If the drill / event was not preplanned, how were the staff and students notified about the drill / event?	Two-Way Radio <input checked="" type="checkbox"/> Bullhorn Runners; <input checked="" type="checkbox"/> Share 911 <input checked="" type="checkbox"/>
Were there any problems with the notification? <b>Comments:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Did all staff and students hear the announcement?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
How long did it take to lock the outside doors?	<u>N/A</u> Minutes (auto)
Did staff members have difficulty locating keys to complete the drill? <b>Comments:</b> all doors were locked	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Were all students accounted for during the drill? <b>Comments:</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If the drill / event was pre-planned, did administrative and/or staff/law enforcement check doors and attempt to see if staff and students were okay? <b>Comments:</b> All doors/rooms/bathrooms checked	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Issues or concerns that surfaced during the drill/ event: <b>Comments:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Was a post drill / event critique conducted by the staff? <b>Comments:</b> Drill was handled by staff and students very well.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

#### EMERGENCY DRILL EVALUATIONS

School Name:	The Shore Center
School Address:	100 Tornillo Way, Tinton Falls NJ 07712
Principal's Name:	Linda Jordan - Principal
Date of Drill / Event:	11/29/2018 <b>Lockdown Drill</b>
Time of Drill / Event:	<b>Started:</b> 2:10PM <b>Ended:</b> 2:16PM min. <b>Total Drill:</b> 6 min.
Staff member in Charge of Drill / Event	Jordan/Schaible
Law Enforcement Officials Present:	Yes <input type="checkbox"/> <u>X</u> No