

PERSONNEL (TEACHING)

Motion was made by Mr. D'Ambola, seconded by Mr. Leahy and carried unanimously by roll call vote to approve items a through j under Personnel (Teaching).

(a) Motion that the Board of Education approve the employment of substitute teachers for the 1990-1991 school year, as per the attached list.

SUBSTITUTE
TEACHERS

(b) Motion that the Board of Education record with regret, the retirement of Mrs. Marlyn Tassinaro, an elementary teacher at Emma Havens Young School, effective January 1, 1991. Mrs. Tassinaro has been employed by the Brick Township Board of Education for 18.7 years.

RETIREMENT
TASSINARO

(c) Motion that the Board of Education rescind the leave of absence of Mrs. Joanne Swanick, which was approved at the October 11, 1990 Board meeting.

RESCIND
LEAVE
SWANICK

(d) Motion that the Board of Education approve the request for Leaves of Absence for the 1990-1991 school year, as follows:

APPROVE
LEAVE
SWANICK

Mrs. Joanne Swanick	BTHS	Maternity Leave/
Eff: 2/2/91 thru 3/1/91	Business	with pay
Eff: 3/2/91 thru 4/15/91		Maternity Leave/
Brick Exp. 5.2 years		without pay

Mrs. Lois Koziol	BTHS	Maternity leave/
Eff: 4/24/91 thru 6/10/91	Science	with pay
Brick Exp. 3 years		

L.KOZIOL

(e) Motion that the Board of Education approve the job description of Athletic Trainer, a copy of which is attached hereto.*

*Job description printed at end of Auxiliary.

JOB DESCRIPTION
ATHLETIC TRAINER

(f) Motion that the Board of Education approve the appointment of teachers for the 1990-1991 school year, as follows:

APPROVE

Mr. Kevin McKnight	BA - William Patterson College	<u>APPOINTMENTS</u>
RR 4 - 10 Nimbus Dr	Step 2 - Bachelor's Guide	
Vernon, NJ 07462	Salary: \$22,614.00 (pro-rata	
Eff: 2/1/91 thru 6/30/91	\$11,307.00)	

MC KNIGHT

Teach: Athletic Trainer-BMHS

PERSONNEL (TEACHING)G. WALTER

Mrs Gayle Walter BA - William Patterson College
 636 Bancroft Road Step 6 - Bachelor's Guide
 Brick, NJ Salary: \$25,729.00 (pro-rata
 Eff: 1/2/91 thru 6/30/91 \$15,308.76)
 Teach: 2nd Grade - EHY

J. GREEN

Mr. John Green BA - Glassboro State College
 74 Parkway Drive Step 1 - Bachelor's Guide
 Brick, NJ Salary: \$22,114.00 (pro-rata
 Eff: 1/11/91 thru 6/30/91 \$12,383.84)
 Teach: Special Ed. - BHS

(g) Motion that the Board of Education approve the appointment of a Substance Awareness Counselor for the 1990-1991 school year as follows:

R. JANVIER

Mrs. Rosemary Janvier Special Grant under the
 Post Office Box 415 Drug and Alcohol Program
 Seaside Heights, NJ Salary: \$32,000.00 (pro-
 Eff: 1/11/91 thru 6/30/91 rata \$17,920.00

RETIREMENTW. H. WOLF

(h) Motion that the Board of Education accept, with regret, the retirement of Warren H. Wolf, Deputy Superintendent, effective January 1, 1992, and that he use his accumulated vacation days commencing January 29, 1991 to the date of retirement. Warren H. Wolf, has been employed by Brick Township Schools for 33 1/2 years.

(i) Motion that the Board of Education approve the appointment of the following Athletic Trainer for the 1990-1991 school year:

ATHLETIC
TRAINERBARBER

Mr. James E. Barber BA-Glassboro State College
 1317 Turner Avenue Step 3 - Bachelor's Guide
 Ocean, NJ Salary: \$23,199.00 (pro-rata
 Eff: 3/1/91 thru 6/30/91 \$9,279.60
 Teach: Athletic Trainer - BHS

LEAVE OF
ABSENCE

(j) Motion that the Board of Education approve the request for an extended Leave of Absence for the 1990-91 school year as follows:

TREGER

Miss Carol Treger District Medical Leave/
 Eff: 1/13/91 thru 2/15/91 Super of Curr without pay
 Brick Experience 18 years

SUBSTITUTES TO BE APPROVED AT BOARD MEETING
JANUARY 10, 1991

BETH BERKOWITZ
2 JAYWOOD MANOR DRIVE
BRICK NJ

LORRAINE MANLEY
254 RIVERSIDE DR
BRICK, NJ

KARYN CASTAGNA
329 CHOCTAW LANE
BRICK, NJ

MICHAEL HYLAND
118 MALMY DR
BRICK, NJ

RANDY LILJEROS
94 STEPHEN RD
BRICK, NJ

ALLISON KOFFLER
1001 MONTAUK DR
FORKED RIVER, NJ

FRANCIS MC CRONE
3 WOODHAVEN RD
TOMS RIVER, NJ

LAWRENCE WEINGROFF
1540 SILVERTON RD
TOMS RIVER, NJ

DAVID ALTIER
330F JOE PARKER RD
LAKEWOOD, NJ

CHRISTINE MARTIN
315 HULSE AVE.
BRICK, NJ

CAROL LYNN READEL
70 NOTTINGHAM DR.
BRICK, NJ

JUDITH MOKEN
130 WOODLAND DR
BRICK, NJ

GERALDINE TELLER
10 ARBOR DR
BRICK, NJ

PAUL BAHR
63 SEAGOIN RD
BRICK, NJ

THEODORA ORSINI
1312 SEA GIRT AVE.
SEA GIRT, NJ

DEBRA PLANT
26 HARMONY LANE
BRICK, NJ

SUSAN PRUNETTI
539 CARROLL FOX ROAD
BRICK, NEW JERSEY

PERSONNEL (NON-TEACHING)

Motion was made by Mr. D'Ambola, seconded by Mr. Paredes and carried unanimously to roll call vote to approve a through g under Personnel Non-Teaching.

- (a) Motion that the Board of Education record the resignation of the following Custodial Workers, as listed below:

RESIGNATIONS

Anthony J. Florentine
12/20/90

Scott Pellerin
1/10/91

- (b) Motion that the Board of Education approve the temporary re-appointment of Dorothy Castellano, to the position of substitute Teacher Aide for the 1990-91 school year, as the need exists, at a daily rate of \$30.00 per diem, effective from the first day of employment

R.A.
TEACHER-AIDE
CASTELLANO

LEAVE-OF-
ABSENCE
L.WOOD

- (c) Motion that the Board of Education approve the medical leave of absence, without pay for Lois A. Wood, from her position of Teacher Aide, commencing January 15, 1991 - February 1, 1991, without pay.

RESIGNATION
T.BOTTONE

- (d) Motion that the Board of Education record the resignation of Theodore F. Bottone, from his position of substitute School Bus Driver, effective January 1, 1991.

PROVISIONAL
APPOINTMENTS

- (e) Motion that the Board of Education approve the provisional appointment of the following people to the position of School Bus Driver, at an annual salary of \$12,629., step 3, subject to all Civil Service rules and regulations, including the three month working test period and Civil Service examination, retroactive as follows:

William Keegan - 12/11/90

John Koester - 12/20/90

SUBSTITUTE
TEACHER-AIDES

- (f) Motion that the Board of Education approve the following people to the position of substitute Teacher Aides for the 1990-91 school year, at a daily rate of \$30.00 per diem, effective from the first day of employment, subject to all Civil Service rules and regulations:

Bernice B. Andrews
187 Cartagena Drive
Brick, NJ 08723

Barbara J. Bryne
169 Marilyn Drive
Brick, NJ 08723

Elizabeth Dillon
48 Cumberland Drive
Brick, NJ 08723

Susan Donald
558 Mantoloking Road
Brick, NJ 08723

Katherine L. Gearin
302 Tabetha Court
Lakewood, NJ 08701

Valerie L. Greco
443 University Court
Brick, NJ 08723

Carol M. Hanley
59 Oak Knoll Drive
Brick, NJ 08724

Susan M. Karnal
69 Bonair Drive
Brick, NJ 08723

Dawn Kuhl
115 Woodland Drive
Brick, NJ 08723

Deborah A. Love
98 Lorraine Place
Brick, NJ 08724

Evelyn R. Regan
526 Baxter Street
Brick, NJ 08723

Cheryl-Ann Strada
1439 Flintoft Avenue
Brick, NJ 08724

Donna F. Thomas
816 Donegal Court
Toms River, NJ 08753

Sharon M. Westdyke
54 Reservation Row
Brick, NJ 08723

Gail Y. Zuhowski
53 Burnt Tavern Road
Brick, NJ 08723

Michael S. Kiewe
67 Robbins Road
Brick, NJ 08724

Cynthia Cauble
356 Essex Drive
Brick, NJ 08723

SUBSTITUTE CUSTODIAN

MC QUILKEN (g) Motion that the board of Education approve the temporary appointment of John F. McQuilken, 105 Redwood Place, Brick, NJ, as a substitute Custodial Worker, at an hourly rate of \$7.71, effective from the first day of employment, subject to all Civil Service rules and regulations.

AUXILIARY

In reviewing Auxiliary items before a vote was taken, it was mentioned that in item (1) the tentative date for the Annual School Election should be listed as April 2, 1991 and not April 23, 1991 as shown.

Motion was made by Mr. Leahy, seconded by Mr. D'Ambola and carried unanimously by roll call vote to amend item (1) to read, "Move that the Board of Education approve the following items necessary to conduct the Annual School Election to be held on Tuesday, April 2, 1991 (tentative)."

Motion was made by Mr. Leahy, seconded by Mr. D'Ambola and carried unanimously by roll call vote to approve all items in Auxiliary.

JOB DESCRIPTION

TITLE: Athletic Trainer

QUALIFICATIONS: Baccalureate degree; registration with the New Jersey Board of Medical Examiners as an Athletic Trainer; and certification by the National Athletic Trainers Association (NATA); Teacher certification (preferred)

REPORTS TO: Building Principal and/or Assistant Principal in charge of athletics

JOB GOAL: To develop and initiate programs and practices for the prevention, emergency treatment, and rehabilitation of athletic injuries while working under the supervision of or in consultation with the team or referring physician

PERFORMANCE RESPONSIBILITIES:

1. Keeps abreast of current research and practice in the prevention and management of sports injuries.
2. Attends all home practice sessions and games as well as away varsity football and wrestling competitions. (When a conflict arises between home and away athletic contests, the Athletic Trainer shall attend the home contest unless otherwise directed by the Principal or Assistant Principal in charge of athletics) This responsibility pertains to competitions conducted at night, on weekends, or during vacation periods.
3. Assists in the treatment of injured students under the direction of the school or referring physician at appropriate times during and after the school day, e.g., study periods, lunch, during physical education class when the student is excused, after school, weekends, etc.
4. Administers first aid to injured athletes during competitions and practices as needed; and in the absence of a physician, determines whether or not the injured student athlete may resume participation.
5. Applies proper taping, bandages, or wraps for practices and games for the prevention of and/or reoccurrence of injuries.
6. Works in consultation with and under the direction of the school physician with reference to: rehabilitation procedures, operation of therapeutic devices and equipment, fitting of braces, guards, and other protective devices, and referrals to other consulting physicians and health agencies/services.
7. Counsels and advises athletes and coaches on matters relating to the prevention, care, and management of athletic injuries.
8. Works with the Assistant Principal in charge of athletics in scheduling and administering pre-season physical examinations.
9. Works cooperatively with the school nurse in completing insurance forms, accident forms and other necessary records.
10. Maintains contact with parents and coaches in matters relating to injured athletes.
11. Promotes a student trainer program to provide assistance to athletic teams.
12. Supervises and maintains the athletic training room facility and cooperatively

develops with coaches and school administrators policies and procedures for the use of same.

13. Attends away area, regional, and state tournaments at the discretion of the Principal or Assistant Principal in charge of athletics.
14. Supplies fully equipped first aid kits for each team, replenishing them as needed.
15. Prepares an annual budget for medical supplies and equipment.
16. Provides in-service training for staff members.
17. Performs other duties as may be assigned by his/her superordinate.

TERMS OF EMPLOYMENT: This job description shall be consistent with the terms and conditions of employment as set forth in the agreement between the Brick Township Board of Education and the Brick Township Education Association.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.