MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING

THURSDAY, JULY 21, 2011
7:37 p.m.

MINUTES

MISSION STATEMENT:

The Middle Township School Board has a clearly articulated district mission statement incorporating the expectation that all students achieve the New Jersey Core Curriculum Content Standards (NJCCCS) at all grade levels.

Also, the mission of the Middle Township School District is to provide excellence in education while celebrating the strength of its diversity and upholding the values and traditions of the community in order to produce graduates who possess a love of learning and a sense of responsibility. This education aims to enable all students to reach their potential and become active, productive members of a dynamic, global society.

I. CALL TO ORDER

The New Jersey Open Public Meeting Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, public notice of the meeting has been given by the Board Secretary in the following manner: Posting written notice to the Atlantic City Press, the Cape May County Herald, written notice with the Clerk of the Township of Middle and posted on the Board Secretary's bulletin board.

II. ROLL CALL

P Calvin Back
P Dennis Roberts
P Robert Bakley II
P George DeLollis
P Burgess Hamer
P Linda Koch
P Andrew Melchiorre
P Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

ATTENDANCE

P Michael J. Kopakowski, Superintendent
P Dr. David Salvo, Assistant Superintendent for Support Services
A Cheríe Ludy, School Business Administrator/Board Secretary
P Lyn Langford, Director of Curriculum and Instruction
P Catherine Kelly, Principal, Elementary #1
P Douglas Penkethman, Principal, Elementary #2
A Amos Kraybill, Principal, Middle School
P Richard Falletta, Principal, High School
P William Donio, Board Solicitor
A Amy Houck, Board Solicitor

(Mr. Paskalides attended in Mr. Kraybill's absence.)

OTHERS

III. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE

Led by the President of the Middle Township Board of Education and followed by a moment of silence.

IV. INFORMATIONAL

A. Sunshine Moments
Exhibit I 12:01:7/21/11

V. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

A. Regular Meeting Minutes – June 16, 2011
Exhibit M 12:01:7/21/11
B. Closed Meeting Minutes – June 16, 2011
Exhibit M 12:02:7/21/11

MOTION TO ACCEPT THE PREVIOUS MINUTES

Motion:	Mr. Roberts	Second:	Mr. Melchiorre
Vote:	Voice	Carried:	Yes

VI. CORRESPONDENCE

VII. REPORT OF THE SUPERINTENDENT

A. Use of Facilities Report
Exhibit S 12:01:7/21/11
B. Discipline Report
Exhibit S 12:02:7/21/11
C. Attendance Report
Exhibit S 12:03:7/21/11

VIII. COMMITTEES

A. Curriculum Committee
B. Discipline Committee
C. Equity/Affirmative Action Committee
D. Extra-Curricular Committee
E. Facilities/Grounds/Real Estate Committee – June 20, 2011 and July 11, 2011 – Mr. Roberts reported that the Facilities Committee discussed the following topics: Solar Project, phone system for H.S./M.S., M.S. Boiler/Chiller, sprinkler system and fields, status of work orders, energy audit, recoating of gym floors, Ford F-350 repair quotes and personnel needs.

Motion:	Mr. Money	**Second:**	Mr. Melchiorre
Vote:	Voice	**Carried:**	Yes

F. Finance Committee
G. Performing Arts Committee
H. Policy Committee
I. Staff Relations/Negotiations Committee – July 5, 2011 – Mr. Money reported that the Staff Relations/Negotiation Committee met and discussed the following: Instructional Supervisors, SY 2011-12 Unaffiliated Contracts, previous Unaffiliated Salaries 2011-2012 SY, MTAA Contract Negotiations, Director of Curriculum 2011-2012 Employment Contract, Employee Absenteeism and Grievances.

Motion:	Mr. Roberts	**Second:**	Mr. Melchiorre
Vote:	Voice	**Carried:**	Yes

J. Transportation Committee – July 18, 2011 – Mr. Hamer reported that the committee discussed the following items: The recommendation to post for bus mechanic, preparations for the 2011-2012 School Year, the wonderful job done by the summer bus cleaning person, and smooth start of summer school.

Motion:	Mr. Money	**Second:**	Mr. Melchiorre
Vote:	Voice	**Carried:**	Yes

IX. CERTIFICATION AND APPROVAL OF REPORTS

The report of the Secretary and the Report of the Treasurer are being verified by the Treasurer. Both June's and July's reports will appear on the August 18, 2011 agenda.

X. FINANCIAL

Be it resolved that the Board of Education approves:

A. Transfer of Funds
Exhibit F 12:01:7/21/11

B. Bill List – Additional Bill List
Exhibit F 12:02:7/21/11

C. Award of the following bid for services for the 2011/2012 school year:
Employee Assistance Services – EmployeeCare
Transportation Drug & Alcohol Testing – Pogue, Inc.

D. The agreement between Middle Township Board of Education (Sending District) and Gloucester County Special Services School District (Receiving District) for the Extended School Year Program for student J.M. from July 11, 2011 to August 11, 2011 with services provided from Monday through Thursday at a per diem rate of $191.25.

E. The increase in school lunch prices as follows:

H.S. - $2.55 (Increase of 10 cents)
Elem. #1 and Elem. #2 - $2.35 (Increase of 10 cents)

F. Resolution to approve the Food Service Addendum between Compass Group USA, Inc by and through its Chartwells Division and the Middle Township School District for SY 2011/2012 with a managerial fee of $.0659 per meal, with a management fee of $62,473 annually. Chartwells guarantees that the bottom line of the operational financial report for the school year will be a profit of $15,000 resulting in no subsidy to the bottom line by the LEA. In the event that the costs of operating the Food Service Program exceeds total revenue (from all sources), Chartwells will be responsible for any losses (shortfalls) incurred but in no event shall the reimbursement obligation exceed the amount of the Chartwells Management Fee.
Exhibit F 12:03:7/21/11

G. Commission for the Blind and Visually Impaired Request to Provide Services Contract for the 2011-12 school year:

Level of Service	Students	Cost
1	2(VA, KC)	$1700. each

(Reimbursement Fees: Level 1 - $1,700.)

H. Resolution to award bid for lease purchase of three (3) school buses to Wolfington Body Company, Inc. (5-year lease purchase financing at $52,910 annually for (3) 54-passenger 2012 integrated IC/CE school buses)

I. Resolution to purchase a new telephone/intercom system for the high school/middle school to be installed by RFP Solutions, a state contract vendor in the amount of $154,335 through a lease purchase from Susquehanna Bank in five equal payments of $34,975 - with the first payment due October 10th, 2011. (A second quote was obtained from Navitas Leasing with a yearly payment of $39,818.52 for 5 years).

J. Resolution to approve the lease/purchase agreement with Lehigh Capital Access, Inc. for the purchase of textbooks, in the amount of $150,000 with a monthly payment of $2,962.07 for five (5) years. (Another quote was obtained from SAFE Leasing, LLC with a monthly payment of 3235.04 for five (5) years.
Exhibit F 12:04:7/21/11

K. The estimate from DeHart and Son for the repair of the F350 Grounds truck in the amount of $7,959.00. (2 quotes were obtained, repairs include removal of lift, replace truck bed, then replace lift)

Mr. Roberts stated that the reports need to be handled more efficiently in the future, so that they are ready for each meeting.

Motion:	Mr. Money	Second:	Mr. Back
Vote:	Roll Call	Carried:	Yes

Y Calvin Back
Y Dennis Roberts
Y Robert Bakley II
Y George DeLollis
Y Burgess Hamer
Y Linda Koch
Y Andrew Melchiorre
Y Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

XI. ADMINISTRATION

Be it resolved that the Board of Education approves:

A. The second reading of the following policies and regulations:

Section 7000 - Property
Section 8000 - Operations
Section 9000 - Community
Copy available on board room table

B. Approval of the Bilingual/ESL Three-year Program Plan School Years 2011-2014
Exhibit A 12:01:7/21/11

C. The first reading of the following Policy and Regulation 5512, Harassment, Intimidation, and Bullying. **Exhibit A 12:02:7/21/11**

D. The first reading of the following policies:

Policy 2431.4 Prevention and Treatment of Sport-Related Concussions and Head Injuries

Regulation 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries
Exhibit A 12:04:7/21/11

E. The job descriptions for:

Supervisor – Elementary Ed – NJDOE Job Code # 0303
Supervisor – Secondary Ed – NJDOE Job Code # 0304
Exhibit A 12:03:7/21/11

F. The job postings of the following titles:
Two (2) Supervisors – Elementary Ed – NJDOE Job Code # 0303
Three (3) Supervisors – Secondary Ed – NJDOE Job Code # 0304

G. The job posting of the following title: Bus Mechanic

H. The 2011-2012 Professional Development Plan
Exhibit A 12:05:7/21/11

A discussion ensued in regards to Letter C, policy and regulation on harassment and bullying. Mr. Roberts stated that he did not agree with the policy. Mr. Melchiorre asked if this policy was due to state legislature. Mr. Donio addressed the questions and stated that this is a mandated policy which must be in place by September 2011 and although he understands the challenges the Board of Education faces, we must implement this policy and regulation. He further stated that all reports of bullying must be given to the full board to be presented in open public session.

(The following vote excludes Letters E and F which were tabled to be discussed in Closed Session)

Motion:	Mr. Roberts	Second:	Mr. Melchiorre
Vote:	Roll Call	Carried:	Yes

Y Calvin Back
Y Dennis Roberts
Y Robert Bakley II
Y George DeLollis
Y Burgess Hamer
Y Linda Koch

Y Andrew Melchiorre
Y Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

XII. PERSONNEL

Be it resolved that the Board of Education accepts the Superintendent's recommendation to approve:

A. The following leave(s) of absence:

Dawn DeVico – (Reinstatement of balance of previous FLA leave) To be used intermittently, as needed, 2/22/11 through 11/5/11, with and without pay using sick days, not to exceed 24 ¼ days.

Barbara Zuzulock – From 9/22/11 through 11/16/11 using sick and personal days, with pay and FMLA benefits, not to exceed 60 days. Return to work 11/17/11

B. The following retirement(s)/resignation(s):

Name: Regina Baker
Position: Teacher's Aide
Building: Elementary #1
Type: Resignation
Effective: June 17, 2011

C. The following substitute teachers: Patricia Scarcelli, Ann Matagiese.

D. The following substitute bus drivers: James Grugan, Frank Miller, and Mark Iacono.

E. The following substitute custodian: Joseph Hinkle

F. The following substitute PAC Technician: Michael Peteani

G. The following substitute bus aides: Angela DeSimone

H. Stipend for the following teachers for participation in Creative Curriculum professional development workshops on June 28, 29, 30 and August 9, 10, 11 at $75.00 per day:
Deidre Bosacco
Christine D'Antonio
Theresa Capocci
Mary Engiles
Deborah Hess
Judith Richardson

To be paid out of Title 1 funds
Account #20-233-100-100-00-01 $2,700 plus FICA $207

I. The following teacher will develop science EA projects this summer; 10 hours (additional):
Tracy Reynolds, Title 1 #20-233-200-101-04-05 $300.00 plus FICA $23.00

J. Employment of the following Certified Staff:

Name: Robert Shamberg
Position: Teacher of Social Studies
Status: Permanent
Building: High School
Effective: September 1, 2011
Step/Salary: MA Step 2/$50,894.00
Account: 11-140-100-101-00-08
Replacing: Theodore Bryan
Job Code: 2302

Name: Kelly Heckler
Position: Teacher of English
Status: Long-term Substitute
Building: High School
Effective: Upon Completion of Criminal History Background Check
Step/Salary: $75.00 per day for the first five consecutive days, then 1/200th of BA Step 1 for each consecutive day
Account: 11-140-100-101-00-08
Replacing: Allison Rothenbiller

Name: Megan Bramble
Position: School Library Media Specialist
Status: Permanent
Building: Elementary #2
Effective: September 1, 2011
Step/Salary: BS+15/Step 19/$78,938.00
Account: 11-120-100-101-80-02
Replacing: Sharon Siefken
Job Code: 3105

Name: Gary Lord
Position: In-School Suspension Teacher
Status: Permanent
Building: High School
Effective: September 1, 2011
Step/Salary: BA Step 6/$50,020.00
Account: 11-140-100-101-00-08
Replacing: Steven Schleckser
Job Code: 4001

K. Employment of the following Non-Certified Staff:

Name: Mary Ann Renza
Position: Teacher's Aide
Status: Summer School
Building: Elementary #2
Effective: July 5, 2011
Step/Salary: $10.00 per hour
Account: 20-233-100-101-03-02
Replacing: New Position

Name: Crystal Hatcher
Position: Teacher's Aide
Status: Part-Time – 29.5 hours per week
Building: Elementary School #2
Effective: Upon Completion of Criminal History Background Check
Step/Salary: $12,634.00 (pro-rated)
Account: 11-000-217-106-00-02
Replacing: Regina Baker

L. The following volunteer girls' soccer coach: Michael Fiorucci

(The following vote excludes Letter J, which will be discussed in Closed Session as requested by Mr. Money.)

Motion:	Mr. Roberts	Second:	Mr. Money
Vote:	Roll Call	Carried:	Yes

Y Calvin Back
Y Dennis Roberts
Y Robert Bakley II
Y George DeLollis
Y Burgess Hamer
Y Linda Koch
Y Andrew Melchiorre
Y Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

XIII. STUDENT PLACEMENT

A. The placement of student (s) listed below as tuition students at Out of District locations for the 2011-2012 school year. Names are on file in the Office of the Superintendent.

School Name	Number of Students	Tuition
YALE School East	2 (CB, BH)	$50,889.30
Mt. St. Joseph	1 (JH)	$59,339.70
Pinelands	1 (MC)	$48,869.10

Motion:	Mr. Money	Second:	Mr. Roberts
Vote:	Roll Call	Carried:	Yes

Y Calvin Back
Y Dennis Roberts
Y Robert Bakley II
Y George DeLollis
Y Burgess Hamer
Y Linda Koch
Y Andrew Melchiorre
N Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

XIV. PUBLIC COMMENTS CONCERNING AGENDA/NON-AGENDA ITEMS:

Mr. Johnston made comment on the Impact Cognitive Test and stated that he appreciates everything Mr. Kopakowski is doing, but feels we need to do more. Mr. Back assured Mr. Johnston that all state requirements are being followed and when the process has been completed, if he still has concerns with the program then we will address them at that time.

XV. BOARD COMMENT

Mr. Roberts commented on the Security Report which was distributed and stated that Mr. Webster is doing an outstanding job.

Mr. Melchiorre stated that while he understands that the association and some board members have expressed some concerns about the supervisory positions, he believes that since we all have the same goal, the best quality education for our students, these issues can be worked out, and this program can come to a successful completion.

XVI. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:23 p.m. for approximately 40 minutes for

1. Litigation
2. Personnel
3. Letters E, F and J

Motion:	Mr. Roberts	Second:	Ms. Koch
Vote:	Voice	Carried:	Yes

XVII. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 9:30 p.m.

Motion:	Mr. Roberts	Second:	Mr. Money
Vote:	Voice	Carried:	Yes

1. MOTION MADE TO APPROVE LETTERS E AND F UNDER ADMINISTRATION.

Motion:	Mr. Melchiorre	Second:	Mr. Money
Vote:	Roll Call	Carried:	Yes

Y Calvin Back
Y Dennis Roberts
Y Robert Bakley II
Y George DeLollis
Y Burgess Hamer
Y Linda Koch
Y Andrew Melchiorre
Y Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

2. MOTION MADE TO APPROVE LETTER J UNDER PERSONNEL.

Motion:	Mr. Melchiorre	Second:	Mr. DeLollis
Vote:	Roll Call	Carried:	Yes

Y Calvin Back
Y Dennis Roberts
Y Robert Bakley II

Y George DeLollis
Y Burgess Hamer
Y Linda Koch
Y Andrew Melchiorre
N Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

XVIII. RETURN TO EXECUTIVE SESSION

Motion was made to move to closed session at 9:35 p.m. for approximately 15 minutes for

1. Litigation
2. Personnel

XIX. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 9:56 p.m.

Motion:	Mr. Roberts	Second:	Mr. Money
Vote:	Voice	Carried:	Yes

1. **MOTION MADE TO APPROVE THE 2011-2012 EMPLOYMENT CONTRACT FOR LYN LANGFORD, DIRECTOR OF CURRICULUM.**

2. **MOTION WAS MADE TO APPROVE THE 2011-2012 MEMORANDUM OF AGREEMENT BETWEEN MIDDLE TOWNSHIP ADMINISTRATORS' ASSOCIATION AND THE MIDDLE TOWNSHIP BOARD OF EDUCATION.**

Motion:	Mr. Roberts	Second:	Mr. Money
Vote:	Roll Call	Carried:	Yes

Y Calvin Back
Y Dennis Roberts
Y Robert Bakley II
A George DeLollis
Y Burgess Hamer
A Linda Koch
Y Andrew Melchiorre
Y Daniel Money
A Stephanie Thomas
A Patricia Ziolkowski

XX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 10:00 p.m.

Motion:	Mr. Roberts	Second:	Mr. Money
Vote:	Voice	Carried:	Yes

Respectfully submitted,

Vicki Walton, Assistant Board Secretary