MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING

THURSDAY, NOVEMBER 17, 2011
7:30 p.m.

AGENDA

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

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

ATTENDANCE

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

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 12:05:11/17/11

V. PRESENTATIONS

A. Glenn Ortman of Ford, Scott, Seidenburg and Kennedy, District Auditors, presents the 2010--2011 Management Report and Synopsis of the Audit Report.

B. Motion to accept the 2010-2011 Comprehensive Annual Financial Report, Synopsis of the Audit Report and the Management Plan

C. Motion to accept Corrective Action Plan discussed in detail per Attachment Exhibit P 11:01:11/17/11

2. PAC Check Book Reconciliation
3. PAC Deposit Timeliness
4. Student Activity Disbursements
5. Transportation B8t's

Motion: Second:
Vote: Roll Call Carried:

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

VI. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

A. Regular Meeting Minutes – October 20, 2011
Exhibit M 12:10:11/17/11
B. Closed Meeting Minutes – October 20, 2011
Exhibit M 12:11:11/17/11

MOTION TO ACCEPT THE PREVIOUS MINUTES

Motion: Second:
Vote: Voice Carried:

VII. CORRESPONDENCE

VIII. REPORT OF THE SUPERINTENDENT

A. Use of Facilities Report
Exhibit S 12:13:11/17/11
B. Trip List
Exhibit S 12:14:11/17/11
C. Attendance Report
Exhibit S 12:15:11/17/11
D. Discipline Report
Exhibit S 12:16:11/17/11

IX. COMMITTEES

A. Curriculum Committee
B. Discipline Committee
C. Equity/Affirmative Action Committee
D. Extra-Curricular Committee
E. Facilities/Grounds/Real Estate Committee – November 8, 2011

Motion:		**Second:**
Vote:	Voice	**Carried:**

F. Finance Committee - November 8, 2011

Motion:		**Second:**
Vote:	Voice	**Carried:**

G. Performing Arts Committee
H. Policy Committee - November 14, 2011

Motion:		**Second:**
Vote:	Voice	**Carried:**

I. Staff Relations/Negotiations Committee
J. Transportation Committee

X. CERTIFICATION AND APPROVAL OF REPORTS

Be it resolved that the Board of Education approves:

A. The Monthly Budget Reports for the 2011-2012 school year through October 31, 2011, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of October 31, 2011, no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.12 (c).

B. The October 31, 2011, Report of the Secretary for the 2011-2012 school year, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c), the Board certifies that as of October 31, 2011, after review of the Secretary's Monthly Financial Report (appropriations section), and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12 (c), and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

C. That the Board approve the October 31, 2011, Report of the Treasurer of School Funds for the 2011-2012 school year. It is in agreement with the October 31, 2011, Report of the Secretary, pending audit.

Report of the Secretary – October 31, 2011
Exhibit B 12:10:11/17/11
Report of the Treasurer – October 31, 2011
Exhibit B 12:11:11/17/11

The Report of the Treasurer for the month ending September 30, 2011 has been amended - Exhibit B 12:12:11/17/11

XI. FINANCIAL

Be it resolved that the Board of Education approves:

A. Transfer of Funds
Exhibit F 12:22:11/17/11

B. Bill List – Additional Bill List
Exhibit F 12:23:11/17/11

C. Resolution to approve additional $14,701 one-time EdJobs funding. Current one-time allocation is $469,266 adjusted one-time funding is $483,967.

D. The agreement between Middle Township Board of Education (Sending District) and Millville Board of Education (Receiving District) for homeless students Z.F., N.F., A.F. and N.F. from September 6th, 2011 through June 2011 at a total cost of $45,688.00 to be paid in payments of 1/10th each month.

E. Resolution to approve one-year Service Contracts with BROAD, USA for (2) DFAC units at the High School - $8,997.80 each and (1) DFAC unit at the Middle School $7673.00 from July 1st 2011 through June 30th, 2012.

F. The following item declared surplus:

Manitowoc Series 420 Ice Machine – No Fair Market Value
Model#BYO424AS; Serial #950262640

Motion: Second:
Vote: Roll Call Carried:

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

XII. ADMINISTRATION

Be it resolved that the Board of Education approves:

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

Policy 5535 Passive Breath Alcohol Sensor Device
Policy 0146 Board Member Authority
Policy 0171 Duties of Board President and Vice President
Policy 0173 Duties of Public School Accountant
Policy 2431.3 Practice and Pre-Season heat-Acclimation for Interscholastic Athletics
Policy 3144 Certification of Tenure Charges
Policy 4159 Support Staff Member/School district Reporting Responsibilities
Policy 5516 Use of Electronic Communication and Recording Devices
Policy 6112 Reimbursement of Federal and Other Grant Expenditures
Policy 6830 Audit and Comprehensive Annual Financial Report
Exhibit A 12:14:11/17/11

B. The first reading of the following policies and regulations:

Policy 1140 Affirmative Action Program
Policy 1523 Comprehensive Equity Plan
Policy 1530 Equal Employment Opportunities
Policy 1550 Affirmative Action Program for Employment and Contract Practices
Policy 2260 Affirmative Action Program for School and Classroom Practices
Policy 2415.01 Academic Standards, Academic Assessments and Accountability
Policy 2415.04 Title I – District-Wide Parental Involvement
Policy 2423 Bilingual and ESL Education
Policy 6360 Political Contributions
Policy 6362 Contributions to Board Members and Contract Awards

Policy 0141.2 Board Member and Term – Receiving District
Policy 0142 Board Member Qualifications, Prohibited Acts and
Policy 1230 Superintendent's Duties
Policy 1522 School-level Planning
Policy 2414 Programs and Services for Pupils in High Poverty and in High Need School Districts
Policy 2440 Summer Session
Policy 2461 Special Education/Receiving Schools
Policy 3144 Certification of Tenure Charges
Policy 5561 Use of Physical Restraint
Policy 6150 Tuition Income
Policy 6220 Budget Preparation
Policy 6311 Contracts for Goods or Services Funded by Federal Grants
Policy 6820 Financial Reports
Policy 3125.2 Employment of Substitute Teachers

<u>Harassment, Intimidation, and Bullying related Policies and Regulations:</u>
Policy 0144 Board Member Orientation and Training
Policy 5350 Pupil Suicide Prevention

Policy 5600 Pupil Discipline/Code of Conduct
(Copy will be available on Board Room table)

C. Placement of the following Student Teaching applicants:

School: The Richard Stockton College of NJ
Dates: Spring 2012
Student: Jacklyn Buckingham
Cooperating Teacher: Toni Johnson/ Middle School Literacy

School: The Richard Stockton College of NJ
Dates: Spring 2012
Student: Nicole DelCorio
Cooperating Teacher: Kathleen Watts/Elementary #2

School: The Richard Stockton College of NJ
Dates: Spring 2012
Student: Joshua Conlow
Cooperating Teacher: Julie Moore/Elementary #2

School: Rowan University
Dates: Spring 2012
Student: Kimberly Beck
Cooperating Teacher: Matt Zigner/ Middle School Math 6-8

D. Resolution to advertise the RFP to obtain outside contractual services for Supervisor of Buildings and Grounds.

E. The K-2 math curriculum integration of the Common Core Mathematics Everyday Math Cross Walks. This alignment is mandated by the NJDOE for the 2011-2012 school year. Modification documents available for view in teachers' plan books at Elementary #2.

F. Resolution to advertise the RFP to obtain replacement trailer/restrooms at Memorial Field.

G. Approval to adopt the new Science Curriculum Pacing Guide 2011-12 aligned with the NJCCC 2009 Standards.
(Sample will be on display)

Motion: Second:
Vote: Roll Call Carried:

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

XIII. PERSONNEL

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

A. The following leave(s) of absence:

Nanci Chesler – From 1/17/12 through 1/30/12 with pay and FMLA benefits, 1/31/12 through 9/5/12 without pay, and with FMLA and FLA benefits. Return to work 9/6/12.

Paul Ringkamp – From 11/15/11 through 1/1/12 with pay and FMLA benefits.

Kathleen Coupland – 2nd Amendment – 9/6/11 through 10/27/11 with pay and FMLA benefits. 10/28/11 through 2/26/12 without pay and with FMLA and FLA benefits. 2/27/12 through 8/31/12 without pay and without benefits. Return to work 9/1/12.

Lee-Ann Kane – From 12/16/11 through 1/1/12 consecutively, and 1/2/12 through 12/15/12, intermittently as needed, with pay and FMLA benefits. Not to exceed 60 days.

Kara Osmundsen – Amended – 10/31/11 through 1/5/12 with pay and FMLA benefits, 1/6/12 through 5/4/12 without pay and with FMLA/FLA benefits. Return to work 5/7/12.

Paula Rozyn-Haeffner – From 11/1/11 through 11/27/11 consecutively; and 11/28/11 through 10/31/12 intermittently, as needed, with pay and FMLA benefits. (Not to exceed 60 days.)

Rosslyn Cade – Amended – From 9/1/11 through 4/26/12 intermittently, as needed, without pay and with FLA benefits. Not to exceed balance of original request (28 days). Note: Does not have benefits.

B. The following retirements/resignations:

Name: Catherine Kelly
Position: School Principal
Building: Elementary #1
Type: Resignation
Effective: December 24, 2011

C. The following Schedule B positions:

Name: Gary Lord
Position: Assistant Wrestling Coach
Building: High School
Stipend: $5,343.00

D. To rescind the following Schedule B which appeared on the 6/16/11 agenda:

Name: Cynthia Yenolevich
Position: Instrumental Music Instructor
Building Assignment: Elementary School #2
Stipend: $3,735.00

E. The reassignment of the following custodians:

Ivan Soto from Elementary #2 to Elementary #1 (same shift)
Lisa Hickman from Elementary #1 to Elementary #2 (same shift)

F. Employment of the following Non-Certified Staff:

Name: Juanita Jett
Position: Teacher's Aide
Status: Part-Time – 19.5 hours per week
Building: Middle School
Effective: Upon Completion of Criminal History Background Check
Step/Salary: $8,351.00 (pro-rated)
Account: 20-241-100-100-00-05
Replacing: New Position

Name: Josette Adams
Position: Teacher's Aide
Status: Part-Time – 29.5 hours per week
Building: Elementary #2 School
Effective: Upon Completion of Criminal History Background Check
Step/Salary: $12,746.00 (pro-rated)
Account: 11-000-217-106-00-02
Replacing: New Position

G. Employment of the following Certified Staff:

Name: Melissa Shestack
Position: Learning Disabilities Teacher Consultant
Status: Permanent
Building: District
Effective: Upon completion of criminal history background check
Step/Salary: Step 4 BA+30/$50,736.00
Account: 11-000-219-104-62-068
Replacing: Carol MacFeat

Name: Kevin Hrubos
Position: Teacher of Music
Status: Part-time
Building: Elementary #1
Effective: Upon completion of criminal history background check
Step/Salary: $27,033.00 (pro-rated)
Account: 11-120-100-101-00-01
Job Code: 2100

Name: Marcia Leimberg
Position: Special Education Teacher
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: 11-213-100-101-00-08
Replacing: Susan Shepherd

Name: Michele Carey
Position: Teacher of Biology
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: Laura Lambert

Name: Christian Wood
Position: Teacher of the Handicapped
Status: Long-term Substitute
Building: Middle 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: 11-190-100-106-00-04
Replacing: Paul Ringkamp

Name: Jennifer Sheeran
Position: Teacher of Mathematics
Status: Long-term Substitute
Building: Middle 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: 11-130-100-106-00-04
Replacing: Kara Osmundsen

H. The following substitute teachers: Terri Bryan, Branden Barbagello, Christine Dagney, Matthew Mangano, Michelle Karayiannis (School Nurse), Linda Dorfman, Gwen Buchanan, Mary Miklasz, Whitney Pickens, Maureen Brennan and Tyler Donahue.

I. The following substitute bus aides: Carlton Jones and Maria Moorhatch.

J. The following substitute bus driver: James Quinn.

K. The following stipend positions for 2011-2012:

Name: Karen Ortman
Position: Reading Coach
Building Assignment: Elementary #1
Stipend: $1,500.00
Account: Title I -20-231-100-101-00-01

Name: Connie Chabok
Position: Reading Coach
Building Assignment: Elementary #2
Stipend: $1,500.00
Account: 11-120-100-101-00-02

L. The following volunteer position:

Name: Taylor Robinson
Position: Volunteer Athletic Trainer/School Nurse Office Worker
Building: High School

M. The following changes in amount to department chairperson stipends for the 2011-2012 school year:

Department	Name	Orig.		Adjusted
Business Technology & the Arts	Deborah Dalfonso	$2,500	to	$2,375
Guidance	Rachel Chew	$1,300	to	$1,000
Special Education	Van Cathcart	$3,900	to	$3,750

N. The following personnel transfer effective September 1, 2011:

Name:	Cynthia Yenolevich
New Position:	Teacher of Music
Previous Position:	Teacher of Music
New Location:	Elementary #1 and Elementary #2
Previous Location:	Elementary #1
Account:	11-120-100-101-00-01
	11-120-100-101-00-02
Salary:	No Change

Motion: Second:
Vote: Roll Call Carried:

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

XIV. STUDENT PLACEMENT

A. The placement of student listed below as tuition student at Out of District location for the 2011-2012 school year. Name is on file in the Office of the Superintendent.

School Name	Number of Students	Tuition
Ranch Hope-Strang School	1 (LA)	$38,701.80

Motion: Second:
Vote: Roll Call Carried:

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

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

XVI. BOARD COMMENT

XVII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at p.m. for approximately minutes for

1. Litigation
2. Harassment, Intimidation and Bullying

Motion: Second:
Vote: Voice Carried:

XVIII. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session

Motion: Second:
Vote: Voice Carried:

XIX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at ____ p.m.

Motion: Second:
Vote: Voice Carried: