

**MIDDLE TOWNSHIP PUBLIC SCHOOLS  
REGULAR BOARD MEETING**

**THURSDAY, JANUARY 16, 2014  
7:30 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 Middle Township Gazette, written notice with the Clerk of the Township of Middle and posted on the Board Secretary's bulletin board.

**II. ROLL CALL**

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

## **ATTENDANCE**

- P Michael J. Kopakowski, Superintendent
- P Dr. David Salvo, Assistant Superintendent for Support Services
- P Diane Fox, School Business Administrator/Board Secretary
- P Lyn Langford, Director of Curriculum and Instruction
- P Christian Paskalides, Principal, Elementary #1
- P Douglas Penkethman, Principal, Elementary #2
- P Toni Johnson, Principal, Middle School
- A Frank Riggitano, Principal, High School
- P William Donio, Board Solicitor
- A Amy Houck, Board Solicitor

## **OTHERS**

Van Cathcart attended in Mr. Riggitano's absence.

### **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 in honor of the Atlantic City victims of violence in the past week.

### **IV. PRESENTATIONS**

- A. New Jersey Network to Close the Achievement Gaps – 2013-14 Middle School Student Leadership Institute – “Blazing Your Trail to Success” – Middle School Students  
**Exhibit P 14:04:1/16/14**

Presented by Ms. Johnson and five Middle School students.

### **V. INFORMATIONAL**

- A. Sunshine Moments  
**Exhibit I 14:07:1/16/2014**

### **VI. PUBLIC COMMENT ON AGENDA ITEMS**

Loretta Carey had a question on Personnel item D- in particular the need for a long term substitute for D. Civera. Since the position has been covered by five or six substitutes already, was there really a need to place a long-term substitute in that position.

Mr. Kopakowski responded that he could not discuss personnel matters particularly as they relate to an employee's reason for long-term leave.

**VII. APPROVAL OF MINUTES**

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes –December 31, 2013  
**Exhibit M 14:15:1/16/2014**
- B. Closed Meeting Minutes – December 31, 2013  
**Exhibit M 14:16:1/16/2014**
- C. Organizational Meeting Minutes – January 7, 2014  
**Exhibit M 14:17:1/16/2014**

**MOTION TO ACCEPT THE PREVIOUS MINUTES**

Motion:	Mr. DeLollis	Second:	Ms. Thomas
Vote:	Voice	Carried:	Yes

**VIII. CORRESPONDENCE**

*None*

**IX. REPORT OF THE SUPERINTENDENT**

- A. Use of Facilities Report  
**Exhibit S 14:21:1/16/2014**
- B. Trip List  
**Exhibit S 14:22:1/16/2014**
- C. Attendance Report  
**Exhibit S 14:23:1/16/2014**
- D. Discipline Report  
**Exhibit S 14:24:1/16/2014**

**X. COMMITTEE REPORTS**

- A. Curriculum Committee
- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee - January 13, 2014

*Mr. Roberts reported that the Extra-Curricular Committee met on January 13<sup>th</sup> and discussed the following items: World History Trip to China, French Club Trip to Paris, Full-Time Keyboarding Clerk for Athletic Department, Sound System for Boyd St. Fields and Schedule B recommendations.*

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

- E. Facilities/Grounds/Real Estate Committee
- F. Finance Committee – January 2, 2014

*Mr. DeLollis reported that the Finance Committee met on January 2<sup>nd</sup> and discussed the following items: ESEA Waiver Profiles, NJ School Performance Reports, Star Screening Assessments; principals proposals to address progress target results; Website coordinators; promotion requests; ACES Gas and Electrical Co-op Bid.*

Motion:	Mr. Hamer	Second:	Ms Koch
Vote:	Roll Call	Carried:	Yes

- G. Performing Arts Committee – January 6, 2014

*Ms. Thomas reported that the PAC Committee met on January 6<sup>th</sup> and discussed the following topics: New Jersey Theatre Alliance request, Relay for Life request, advertising in Cape Events, contract approvals, online ticketing, mission statement revision.*

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

- H. Policy Committee – January 8, 2014

*Mr. Bakley reported that the Policy Committee met on January 8<sup>th</sup> and reviewed the policies and regulations which appear on tonight’s agenda for the first reading.*

Motion:	Ms. Koch	Second:	Mr. Melchiorre
Vote:	Roll Call	Carried:	Yes

- I. Staff Relations/Negotiations Committee
- J. Transportation Committee – January 2, 2014

*Mr. Hamer reported that the committee met on January 2<sup>nd</sup> and discussed the following items: status of TransFinder system, update on cameras for buses, training for drivers and aides.*

Motion:	Mr. Bakley	Second:	Ms. Thomas
Vote:	Roll Call	Carried:	Yes

**XI. CERTIFICATION AND APPROVAL OF REPORTS**

Be it resolved that the Board of Education approves:

- A. The Monthly Budget Reports for the 2013-2014 school year through December 31, 2013, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of December 31, 2013, 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 December 31, 2013, Report of the Secretary for the 2013-2014 school year, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c), the Board certifies that as of December 31, 2013, 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 December 31, 2013, Report of Cash Funds for the 2013-2014 school year. It is in agreement with the December 31, 2013, Report of the Secretary, pending audit.

Report of the Secretary – December 31, 2013

**Exhibit B 14:13:1/16/2014**

Report of Cash – December 31, 2013

**Exhibit B 14:14:1/16/2014**

Motion:	Mr. Back	Second:	Ms. Koch
Vote:	Roll Call	Carried:	Yes

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

**XII. FINANCIAL**

Be it resolved that the Board of Education approves:

- A. Transfer of Funds  
**Exhibit F 14:24:1/16/2014**
- B. Additional Bill List – December 2013, Bill List/Additional Bill List – January 2014  
**Exhibit F 14:25:1/16/2014**
- C. PAC Rental Contract Approvals  
**Exhibit F 14:26:1/16/2014**
- D. The agreement between Middle Township Board of Education (sending district) and Winslow Township Board of Education (receiving district) to pay tuition costs for homeless student K.A. in the amount of \$13,936.00 commencing no later than November 1, 2013 to end of school year.

- E. The agreement between Perth Amboy Board of Education (sending district) and Middle Township Board of Education (receiving district) for student J.V. at \$10,696.00 and student D.T. at \$10,500.00 for tuition to attend Middle Township Public Schools.
- F. Resolution to approve joining the ACE’s program to go out to bid for electric generation services.  
**Exhibit F 14:27:1/16/2014**
- G. Resolution to approve joining the ACE’s program to go out to bid for natural gas services.  
**Exhibit F 14:28:1/16/2014**
- H. Approval of signatures for banking as stated in **Exhibit F 14:29:1/16/2014** to be effective as of January 30, 2014.

Motion:	Mr. Roberts	Second:	Ms. Koch
Vote:	Roll Call	Carried:	Yes

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

**XIII. ADMINISTRATION**

Be it resolved that the Board of Education approves:

- A. The first reading of the following policies and regulations:

- Policy 2363 - Pupil Use of Privately-Owned Technology
- Policy 1240 - Evaluation of Superintendent
- Regulation 1240 - Evaluation of Superintendent
- Policy 3142 - Nonrenewal of Nontenured Teaching Staff Member
- Regulation 3142 - Nonrenewal of Nontenured Teaching Staff Member
- Policy 3144 - Certification of Tenure Charges
- Regulation 3144 - Certification of Tenure Charges
- Policy 4146 - Nonrenewal of Nontenured Support Staff Member
- Regulation 4146 - Nonrenewal of Nontenured Support Staff Member
- Policy 3221 - Evaluation of Teachers
- Regulation 3221 - Evaluation of Teachers
- Policy 3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

- Regulation 3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Policy 3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Policy 3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Policy 3224 - Evaluation of Principals, Vice Principals, and Assistant Principals
- Regulation 3224 - Evaluation of Principals, Vice Principals, and Assistant Principals
- Exhibit A 14:21:17/14**

- B. Advertise for 4 website coordinators (1 for each school) at a stipend amount of \$750.00 for this year.
- C. Advertise for a full-time keyboarding clerk for Athletics Dept.
- D. Student S.K. to attend Middle Township Public Schools in accordance with Policy 5111 Eligibility of Resident/Nonresident Pupils allowing students of employees permission to attend.
- E. Be it resolved that the Board of Education makes the following appointments:
  - Linda Koch to be the delegate to the CMC School Board Association
  - George DeLollis to be the alternate delegate to the CMC School Board Association
  - Patricia Taylor to be the delegate to the NJ School Board Association
  - Dennis Roberts to be the alternate delegate to the NJ School Board Association
  - Linda Koch to be the delegate to the Educational Foundation Committee
- F. The proposed H.S. trip to Beijing, China in November of 2014.
- G. The proposed H.S. French Club trip to Paris for next school year, date to be determined.

Motion:	Mr. Back	Second:	Ms. Thomas
Vote:	Roll Call	Carried:	Yes

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

**XIV. PERSONNEL**

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

A. The following retirements/resignations/terminations:

Name: Kevin Wiley  
 Position: Bus Driver  
 Building: Transportation  
 Type: Termination  
 Effective: December 19, 2013

Name: Kristina Gallagher  
 Position: Teacher’s Aide  
 Building: Middle School  
 Type: Resignation  
 Effective: January 17, 2014

Name: Susan Ryan  
 Position: Teacher  
 Building: Middle School  
 Type: Retirement  
 Effective: July 1, 2014

B. To rescind the retirement of Lynn Tibbits, M.S. Teacher. She will return to work on 1/17/14.

C. To rescind the employment of Katarzyna Liu, Part-time ESL Teacher. (took a position elsewhere).

D. The following leave(s) of absence:

Jessica Groetsch – **Amended** - On FMLA/FLA from 9/3/13 through 10/15/13 paid using sick time, and 10/16/13 through 3/10/14 unpaid.

Steven Saylor – On FMLA from 1/6/14 through 3/1/14 using 9.5 personal days and balance unpaid.

Donna Civera – On FMLA from 11/19/14 through 2/19/14 using sick days, then unpaid.

Michael Wilson – On FMLA from 1/2/14 through 1/14/14 using 7 sick days.

Theresa Clark – On FLA from 2/18/14 through 4/11/14 unpaid.

Robert Ford – On FLA from 2/18/14 through 3/31/14 unpaid.

E. The following substitute teachers: LaMarr Greer, Holly Reeves, Antoinette Wallace and Kyle Fleischer.



- F. The following substitute custodian: Shawn Clark
- G. The following substitute bus driver: Sonya Jackson, Samira Jenkins
- H. The following substitute bus aides: Thelma Cabrera, Amanda Corvjo-Robinson
- I. Employment of the following Certified Staff:

Name: Melodee Hickman  
Position: Teacher of English as a Second Language  
Status: Part-time (29.5)  
Building: Elementary School #1  
Effective: January 21, 2014  
Step/Salary: MA Step 10/\$46,412.00  
Account: 11-240-100-101-00-02  
Replacing: Katarzyna Liu  
Job Code: 1485

Name: Erin Oechslin  
Position: Basic Skills Teacher  
Status: Long-Term Substitute  
Building: Elementary #1  
Effective: January 17, 2014  
Step/Salary: \$125.00 per day  
Account: 20-231-100-101-30-01  
Replacing: Donna Civera

Name: Susan Blood  
Position: Teacher of Science  
Status: Long-Term Substitute  
Building: Middle School  
Effective: February 18, 2014  
Step/Salary: \$125.00 per day  
Account: 11-130-100-101-00-04  
Replacing: Robert Ford

Names: Linda Kelley, Gabrielle Gandolfo, Kristen Frank,  
Kathryn Wynn, Deborah Thornton, Deborah Hess  
Position: After School Achievers Program  
Status: Temporary  
Building: Elementary School #1  
Effective: February 25, 2014  
Step/Salary: \$30.00 per hour for 15 hours  
Account: 20-231-100-101-30-01  
Replacing: New Position

- J. Employment of the following Non-Certified Staff:

Name: Randi Ziring  
 Position: Teacher's Aide  
 Status: Part-Time – 29.5 hours per week  
 Building: Middle School  
 Effective: Upon completion of criminal history background check  
 Step/Salary: \$13,180.00 (pro-rated)  
 Account: 11-000-217-106-00-04  
 Replacing: Amy Reed

Name: Luis Perez  
 Position: Custodial Worker  
 Status: Part-Time – 29.5 hours per week  
 Building: District  
 Effective: February 3, 2014  
 Step/Salary: \$20,542.00 (pro-rated)  
 Account: 11-000-262-110-00-01  
 Replacing: Frederick Voelker

Name: Steven Gurdgiel  
 Position: Teacher's Aide  
 Status: Part-Time – 29.5 hours per week  
 Building: Middle School  
 Effective: Upon completion of criminal history background check  
 Step/Salary: \$13,180.00 (pro-rated)  
 Account: 11-000-217-106-00-04  
 Replacing: Kristina Gallagher

Name: Joseph Foglio  
 Position: Teacher's Aide  
 Status: Part-Time – 29.5 hours per week  
 Building: Middle School  
 Effective: Upon completion of criminal history background check  
 Step/Salary: \$13,180.00 (pro-rated)  
 Account: 11-000-217-106-00-04  
 Replacing: Melodee Hickman

Name: Joseph Stackhouse  
 Position: Part-time Maintenance Worker (29.5 hours per week)  
 Building: District  
 Status: Temporary  
 Building: District  
 Effective: January 17, 2014  
 Salary: \$14.37 per hour  
 Account: 11-000-262-110-00-01; 11-000-262-110-00-02 (50/50)  
 Replacing: Charles Berrian

- K. An increase in Nancy Johnson's hours from 27.5 hours to 29.5 hours based on ESL needs of the district effective January 17, 2014.

L. Employment of the following Schedule B Positions:

Name: Matthew D'Apolito  
Position: Assistant Baseball Coach  
Building: High School  
Stipend: \$5,343.00

Name: Andrew Dougherty  
Position: Head Baseball Coach  
Building: High School  
Stipend: \$6,112.00

Name: William Mendo  
Position: Head Golf Coach  
Building: High School  
Stipend: \$5,596.00

Name: Eric Dechert  
Position: Assistant Boys Lacrosse Coach  
Building: High School  
Stipend: \$5,343.00

Name: Thomas Griffin  
Position: Head Boys Lacrosse Coach  
Building: High School  
Stipend: \$6,112.00

Name: Debbie Tweed  
Position: Assistant Girls Lacrosse Coach  
Building: High School  
Stipend: \$5,343.00

Name: Jacqueline Scuderi  
Position: Head Girls Lacrosse Coach  
Building: High School  
Stipend: \$6,112.00

Name: Mario Duca  
Position: Assistant Softball Coach  
Building: High School  
Stipend: \$5,343.00

Name: Lauren Ruef  
Position: Head Softball Coach  
Building: High School  
Stipend: \$6,112.00

Name: Matthew Gilbert  
Position: Head Boys Tennis Coach  
Building: High School  
Stipend: \$5,596.00



Y Dennis Roberts  
Y George DeLollis  
Y Calvin Back  
Y Robert Bakley II (No to Letter L)  
Y Burgess Hamer  
Y Linda Koch  
Y Andrew Melchiorre  
Y Patricia Taylor  
Y Stephanie Thomas  
Y Patricia Ziolkowski

**XV. PUBLIC COMMENTS ON NON-AGENDA ITEMS:**

Loretta Carey spoke regarding the memo concerning substitutes and the change in the way substitutes would be paid for less than a full day of work.

Mr. Kopakowski informed Ms. Carey that the situation would be looked at and they she should schedule a meeting with him to discuss this issue.

Lori Flemming, Rio Grande, asked about the textbook policy and why students need to share books. She stated that 3 classed shared the same book.

Mr. Kopakowski asked Ms. Flemming to schedule a meeting with Ms. Johnson, Middle School Principal, to discuss this issue.

Mrs. Broadaxe thanked the board for the opportunities that they have given her son, a seventh grader, he has been recruited to attend Villanova summer camp and also to Princeton to take part in a peer leader summer sessions.

Theresa Roberts spoke about her daughter who is a sophomore in college, and how she had achieved the highest score possible in her English college coursework. This was due to the preparation she received at the Middle Township High School.

**XVI. BOARD COMMENT**

Ms. Thomas stated that her daughter returned to college after her first semester with 47 credits. This is due to the opportunities open to her at the high school through AP courses and dual credit courses with ACCC.

**XVII. RECESS INTO EXECUTIVE SESSION**

Motion to move to closed session at 8:35 p.m. for approximately 20 minutes for

1. H.I.B.

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

**XVIII. RECONVENE TO REGULAR SESSION**

Motion to reconvene to regular session at 9:19 p.m.

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

**XIX. ADJOURNMENT**

Motion to adjourn the regular meeting of the Board of Education meeting at 9:20 p.m.

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

Respectfully Submitted,

Diane S. Fox  
School Business Administrator/Board Secretary