

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, DECEMBER 10, 2015
7:00 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

 A Dennis Roberts
 P George DeLollis
 P Calvin Back
 P Robert Bakley II
 P Edward Dagney
 A Burgess Hamer
 P Gloria Hodges
 P Patricia Taylor
 P Stephanie Thomas
 P Anne Haig

ATTENDANCE

- P Dr. David Salvo, Superintendent of Schools
- P Diane Fox, School Business Administrator/Board Secretary
- P Kathleen McDonald, Director of Curriculum and Instruction
- P Robert F. Johnson, Director of Special Education
- P Christian Paskalides, Principal, Elementary #1
- P Douglas Penkethman, Principal, Elementary #2
- P Dr. Toni Lehman, Principal, Middle School
- P Frank Riggitano, Principal, High School
- A William Donio, Board Solicitor
- A Amy Houck, Board Solicitor

OTHERS

Kelli Prinz, Cooper Levenson

III. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE

Led by the Vice President of the Middle Township Board of Education and followed by a moment of silence dedicated to the San Bernardino, CA tragedy.

IV. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 16:06:12/10/15

V. PRESENTATIONS

- A. PARCC – Kathleen McDonald

Ms. Kathleen McDonald, Director of Curriculum, presented the Board with the PARCC scores from the 2014-15 school year. The scores will be made public on the district website once the individual student scores have been mailed to parents. The presentation and relative charts are part of the exhibit attached.

- B. Diane Fox, School Business Administrator, presents the 2014-2015 Management Report and Synopsis of the Audit Report.

Ms. Diane Fox, School Business Administrator, presented the Board with the annual audit and management report prepared by Ford-Scott & Associates. Ms. Fox gave a brief overview of the audit and informed the board that the auditors would give a full presentation to the board at the January meeting. She discussed the issue of GASB 68 and the delay in finalizing the audit while the auditors waited for the actuary figures related to the unfunded pension liability that was required by this pronouncement.

The following was discussed:

- Overview of the General Fund Balance
- The Management Report which had the following recommendations:
 - Proper accounting procedures regarding the sale of food at the Performing Arts Center.
 - Timely additions of fixed assets to the fixed asset ledger.
- The board discussed the corrective action plan as follows:
 - The Performing Arts Center will not be responsible for the sale of food at any event held. Various clubs and organizations at the schools will be given the opportunity to sell food at the events and proper accounting of the money will be handled through the student activities account related to the club or organization. This process was put in place for the summer of 2015.
 - Purchases will be reviewed quarterly to determine if an item needs to be added to the fixed asset ledger.

C. Motion to accept the 2014-2015 Comprehensive Annual Financial Report, Synopsis of the Audit Report and the Management Plan.

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

- A Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Anne Haig

D. Motion to accept the Corrective Action Plan discussed in detail per Attachment A.
Exhibit P 16:01:12/10/15

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

- A Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges

<u>Y</u>	Patricia Taylor
<u>Y</u>	Stephanie Thomas
<u>Y</u>	Anne Haig

VI. PUBLIC COMMENT ON AGENDA ITEMS

Mr. Doniger, Rio Grande, had the following questions:

- Will the PARCC results be published?
- Two questions regarding the bill list—the electric bill for the middle school and the bill for Cassetta.
- One question concerning the unfunded pension liability—Has the district paid your liability?

Ms. Fox responded as follows:

- The electric bills are tracked and have been for over 6 years, and the bill is reasonable. Mr. Cassetta is the district negotiator and civil service consultant and the bill represents over 6 months.
- Yes, the district has paid all pension obligations as billed by the state.
- Dr. Salvo said the individual student scores for PARCC will be sent on December 18th, after that the overall district scores will be published on the website.

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – November 19, 2015
Exhibit M 16:14:12/10/15
- B. Regular Closed Meeting Minutes – November 19, 2015
Exhibit M 16:15:12/10/15

MOTION TO ACCEPT THE PREVIOUS MINUTES

Motion:	Mr. Dagney	Second:	Ms. Hodges
Vote:	Voice	Carried:	Yes

VIII. CORRESPONDENCE

A letter from Mrs. Sterling was placed at each board members’ seat.

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 16:16:12/10/15
- B. Trip List
Exhibit S 16:17:12/10/15

- C. Discipline Report
Exhibit S 16:18:12/10/15
- D. Attendance Report
Exhibit S 16:19:12/10/15

X. COMMITTEE REPORTS

- A. Curriculum Committee – December 9, 2015

Ms. Thomas reported that the Curriculum Committee met on December 9th and discussed Programs and Partnerships with ACCC, School Choice Update, Cape May Tech School Shared-Time and PARCC Scores.

Motion:	Ms. Hodges	Second:	Ms. Haig
Vote:	Voice	Carried:	Yes

- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee – December 9, 2015

Mr. DeLollis reported on the minutes from the December 9th Board of Education Meeting: The following items were discussed: Coaching Recommendations, H.S. Gym Floor update, Athletic Field update, H.S. fitness Center, H.S. Club Proposal, Budget Request for Schedule B's, Overnight Trip Requests, Bark for Life, Uniform Replacement Program, Fundraisers, Scoreboard for Field Hockey/Lacrosse, Memorial Field Pole Vault Pit, Middle vs. Lower Anniversary, and recent H.S. wrestling trip.

Motion:	Ms. Haig	Second:	Ms. Thomas
Vote:	Voice	Carried:	Yes

- E. Facilities/Grounds/Real Estate Committee
- F. Finance Committee
- G. Performing Arts Committee
- H. Policy Committee
- I. Staff Relations/Negotiations Committee – December 7, 2015

Ms. Fox reported that the Committee met on December 7th and discussed a grievance, unaffiliated staff raises and settlement of MTEA Agreement.

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

- J. Transportation Committee

XI. CERTIFICATION AND APPROVAL OF REPORTS

Be it resolved that the Board of Education approves:

- A. The Monthly Budget Reports for the 2015-2016 school year through November 30, 2015, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of November 30, 2015, 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 November 30, 2015, Report of the Secretary for the 2015-2016 school year, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c), the Board certifies that as of November 30, 2015, 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 November 30, 2015, Report of Cash Funds for the 2015-2016 school year. It is in agreement with the November 30, 2015, Report of the Secretary, pending audit.

Report of the Secretary – November 30, 2015

Exhibit B 16:13:12/10/15

Report of Cash – November 30, 2015

Exhibit B 16:14:12/10/15

Motion:	Ms. Thomas	Second:	Ms. Haig
Vote:	Roll Call	Carried:	Yes

- A Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Anne Haig

XII. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 16:21:12/10/15
- B. Bill List/Additional Bill List/PAC Bill List
Exhibit F 16:22:12/10/15

- C. PAC Contracts
- D. The Bond Referendum Communications Proposal
Exhibit F 16:24:12/10/15
- E. The contract between Wildwood BOE (sending district) and Middle Township BOE (receiving district) for two homeless students (J&YR) that the sending district agrees to pay tuition at the rate of \$10,572.00 (Pre-K) and \$13,007.00 (1) for the 2015-2016 SY.
- F. The lease financing through Municipal Leasing Consultants for two maintenance vehicles for three years at 3.99%. Total amount borrowed is \$44,250. Purchase of vehicles was previously approved at the August 20, 2015 board meeting.
- G. An additional maintenance reserve withdrawal for the Elementary #2 chiller project in the amount of \$286,000.

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

- A Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Anne Haig

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

- A. A motion to approve the waiver of a discipline hearing for student, D.H. (2015—16) – 6, in accordance with the recommendation of the Superintendent and as consented to by the parent.
Exhibit A 16:17:12/10/15
- B. Adoption of the resolution authorizing a special election of the Board of Education of the Township of Middle and authorizing the School Business Administrator/Board Secretary to notify the Clerk of the County of Cape May, the Cape May County Board of Elections and the Clerk of the Township of Middle about the special election as outlined in the attached resolution.
Exhibit A 16:18:12/10/15

C. The following building level 504 Coordinators:

- Elem. #1 – Donald Robertson
- Elem. #2 - Alison Wills
- Middle School – Jeffrey Ortman
- High School – Sharon McAnany

D. Student T.H. to attend Middle Township Public Schools starting in the 2016-2017 school year in accordance with Policy 5111 Eligibility of Resident/Nonresident Pupils allowing students of employees permission to attend.

E. Permission for Jackie Buckingham to start a TV/Photography Club at the high school and volunteer as advisor.

F. The following future overnight trips:

- Middle School Band to Silver Springs, MD – May 2016
- H.S. Band to Boston, MA – April 2016
- H.S. Trip to Ireland – June 2017

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

- A Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Anne Haig

XIV. PERSONNEL

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

A. The following retirements/resignations:

Name:	Debra Robson
Position:	Keyboarding Clerk 3
Building:	High School
Type:	Retirement
Effective:	December 1, 2015

Name: Ralph Nessler
 Position: Teacher, Instructional Supervisor, M.S. Soccer Coach
 Building: Middle School
 Type: Retirement
 Effective: June 30, 2015

Name: Richard Crean
 Position: Teacher's Aide
 Building: Middle School
 Type: Resignation
 Effective: December 23, 2015

B. The following leaves of absence:

Cheryl Tolan – On FMLA from 10/7/15 through 1/14/16 paid using sick days thru 11/2/15, then unpaid. (Subject to change)

Harry Smith Jr. – On FMLA from 12/7/15 through 1/4/16 paid using sick days. (Subject to change)

C. Employment of the following substitute school bus aide: Dawn Robinson

D. Employment of the following substitute custodial workers: Mikel Mitchell

E. Employment of the following substitute teachers:

Kelsey Champion	Sub Cert.	\$85
Robert David	Sub Cert.	\$85
Donna Marie Oliver	Sub Cert.	\$85
Andrew Symuleski	Sub Cert.	\$85
John Mallett	Sub Cert.	\$85

F. Employment of the following Certified Staff:

Name: Matthew Schelling
 Position: NCLB – Title I Tutor
 Status: Part-Time
 Building: Wildwood Catholic High School
 Effective: December 11, 2015
 Salary: \$30 per hour not to exceed \$9,500
 Account: 20-231-100-106-97-05

Name: Ruth Rosenberg
 Position: NCLB – Title I Tutor
 Status: Part-Time
 Building: Cape Christian Academy
 Effective: September 1, 2015
 Salary: \$30 per hour not to exceed \$7,000
 Account: 20-231-100-106-98-05

Name: Jacqueline Matkowski
Position: Speech and Language Therapist
Status: Long-Term Substitute
Building: District-Wide
Effective: 2 days per week beginning January 2016
Salary: \$125 per day
Account: 11-000-219-104-64-06
Replacing: Rachel Axelsson

G. Employment of the following Non-Certified Staff:

Name: Michael Rash
Position: Custodial Worker
Status: Permanent – Full-Time
Building: District
Effective: December 16, 2015
Salary: \$28,005.00
Account: 11-000-262-110-00-01
Replacing: Tazares Harris

H. Employment of the following Schedule B Positions:

Name: Christal Holmes
Position: Dance/Step Team Advisor
Building: Elementary #2 School
Stipend: TBD

Name: Thea Crawley
Position: Dance/Step Team Advisor
Building: Middle School
Stipend: TBD

Name: Andrew Symuleski
Position: Assistant Wrestling Advisor
Building: High School
Stipend: TBD

Name: Paul Yerk
Position: Assistant Football Coach
Building: High School
Stipend: TBD

I. The following teachers as tutors at the Middle Township High School Title One Extended Day Program @ \$30.00 per hour.

1. Karen Biederman
2. Eric Springer
3. Richard Urbanski

Title 1 Account #20-231-100-101-20-08
Not to exceed \$1486.25

Motion: Ms. Haig Second: Ms. Taylor
 Vote: Roll Call Carried: Yes

- A Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Anne Haig

XV. STUDENT PLACEMENT

A. The placement of student listed below as tuition student at Out of District location for the 2015-2016 school year. Names on file in the Office of the Superintendent.

<u>School Name</u>	<u>Number of Students</u>	<u>Tuition</u>
YALE School	1 (GG)	\$36,414.90
Legacy/Mary Dobbins	1 (AY-U)	\$51,232.00

Motion: Mr. Bakley Second: Mr. Dagney
 Vote: Roll Call Carried: Yes

- A Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Anne Haig

XVI. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Mr. Sterling, Cape May Court House, addressed the board concerning his retirement settlement and how he felt that he was not negotiating with the full board but only three people. He further, stated that the board is in violation of the agreement as he has not been paid his \$1,800 summer band stipend for the summer of 2015. He believes the board is also in violation of law concerning his transfer to the high school on the August

20, 2015 agenda and has five options to remedy the situation. He was advised by Mr. Delollis, Board Vice President that he should be seeking this negotiation through his attorney and this was not the proper forum for this speech. Mr. Sterling responded that attorneys were expensive and that he no longer has representation.

Mr. Donahue, Goshen, pressed the board to answer questions that he had and was cautioned by Ms. Prinz, board attorney that this was public comment period and not question and answer period. He specifically wanted to know for all the taxpayers in Middle Township, why we had a volunteer library aide position in 2012 and now felt we needed a paid position. Weren't we costing the taxpayer's money?

Elizabeth Conti, Middle Township, spoke in support of "Sterl"—he is a great teacher, and a great man. Her daughter had to transfer to another school because "Sterl" was not head of the band anymore.

Muriel Edwards, Middle Township, referred to Mr. Donahue and said she is a taxpayer in Middle Township and he did not speak for her.

Mr. Doniger, Rio Grande, expressed his concern about the reserves-especially the maintenance reserve balances the district is keeping. He cautioned the board to be careful on the contract and the teacher's package that they approve. Many of the citizens are retired and on fixed budgets with no increase their pensions, so an increase in taxes would hurt them. He suggested that the board have a two tier system—one for current employees and one for new hires where they would not be afforded the same rights and benefits as existing employees.

Mrs. Sterling, Cape May Court House, referred to the letter that she wrote directly to the board as Dr. Salvo has refused to continue to communicate with her in regards to her questions. Her questions have not been answered to her satisfaction and she formally requests a response from the board itself.

Mr. Sterling, spoke again concerning his belief that the board transferred him illegally and went further to point out various board members and question them about their children's participation in band and all the good memories.

Mr. Doniger, Rio Grande, requested the board again consider a course in Middle Eastern studies in light of the events that have been happening in the world and to create some understanding within the population.

XVII. BOARD COMMENT

Ms. Haig told the Board that this was her last meeting and that it has been an honor and privilege to serve both in Dennis Township and here at Middle.

XVIII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:18 p.m. for approximately 15 minutes for

1. H.I.B.

Motion:	Ms. Haig	Second:	Mr. Dagney
Vote:	Roll Call	Carried:	Yes

XIX. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 8:22 p.m.

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

1. Motion was made to accept the 11/19/15 Harassment, Intimidation and Bullying Report.

Motion:	Ms. Haig	Second:	Mr. Dagney
Vote:	Roll Call	Carried:	Yes

- A Dennis Roberts
- Y George DeLollis
- A Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Anne Haig

XX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 8:23 p.m.

Motion:	Ms. Haig	Second:	Ms. Thomas
Vote:	Voice	Carried:	Yes

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary