

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, DECEMBER 12, 2013
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 Calvin Back
 P Dennis Roberts
 P Robert Bakley II
 P George DeLollis
 P Burgess Hamer
 A 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
- A Lyn Langford, Director of Curriculum and Instruction
- A Christian Paskalides, Principal, Elementary #1
- P Douglas Penkethman, Principal, Elementary #2
- P Toni Johnson, Principal, Middle School
- A Frank Riggitano, Principal, High School
- A William Donio, Board Solicitor
- P Amy Houck, Board Solicitor

OTHERS

Nancy Loteck attended in Mr. Paskalides' absence.
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.

IV. PRESENTATIONS

A. Strategic Plan Update – Michael J. Kopakowski

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

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

V. INFORMATIONAL

A. Sunshine Moments
Exhibit I 14:06:12/12/2013

VI. PUBLIC COMMENT ON AGENDA ITEMS

Mr. Stanley Doniger, Rio Grande, questioned the Senior Travel purchase order on the bill list.

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes –November 21, 2013
Exhibit M 14:13:12/12/2013
- B. Closed Meeting Minutes – November 21, 2013
Exhibit M 14:14:12/12/2013

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VIII. CORRESPONDENCE

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 14:17:12/12/2013
- B. Trip List
Exhibit S 14:18:12/12/2013
- C. Attendance Report
Exhibit S 14:19:12/12/2013
- D. Discipline Report
Exhibit S 14:20:12/12/2013

X. COMMITTEE REPORTS

- A. Curriculum Committee
- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee
- E. Facilities/Grounds/Real Estate Committee
- F. Finance Committee – December 5, 2013

Mr. DeLollis reported that the committee met on December 5, 2013 to discuss the following items: Regular Operating District Grant, Resolution for Enrollment Based

State Aid, Resolution to Adjust Budget Submission Calendar for 2014-2015, Curtailing of spending for remainder of school year and school physician proposals.

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

G. Performing Arts Committee – December 2, 2013

Ms. Thomas reported that the committee met on December 2nd and discussed the following items: Approval of Contracts, Online Ticket Sales, Service Charge for credit card, mission statement, and advertising responsibilities.

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

H. Policy Committee

I. Staff Relations/Negotiations Committee

J. Transportation Committee – December 5, 2013

Mr. Hamer reported that the Transportation Committee met on December 5th and discussed the Transfinder Program, Driver Meeting and Training, and Bus Inspections.

Motion: Mr. Roberts Second: Mr. DeLollis
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 November 30, 2013, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of November 30, 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 November 30, 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 November 30, 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 November 30, 2013, Report of Cash Funds for the 2013-2014 school year. It is in agreement with the November 30, 2013, Report of the Secretary, pending audit.

Report of the Secretary – November 30, 2013

Exhibit B 14:11:12/12/2013

Report of Cash – November 30, 2013

Exhibit B 14:12:12/12/2013

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

- X Calvin Back
- Y Dennis Roberts
- Y Robert Bakley II
- Y George DeLollis
- Y Burgess Hamer
- A 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 14:19:12/12/2013
- B. Bill List - Additional Bill List
Exhibit F 14:20:12/12/2013
- C. To declare the following items surplus with no fair market value:

World History The Human Experience/The Modern Era
 ISBN: 0-02-800397-7 Copyright 1999
 Qty: 147

The American Republic To 1877
 ISBN: 0-07-826474-X Copyright 2003
 Qty: 63

The American Republic Since 1877
 ISBN: 0-07-828087-7 Copyright 2003
 Qty: 54

- D. The Performing Arts Center Contracts as attached in exhibit.
Exhibit F 14:21:12/12/2013
- E. The tuition contract between Wildwood Board of Education (sending district) and the Middle Township Board of Education (receiving district) in the amount of \$10,461.00 for the 2013-2014 School Year.
- F. The following salary advancements due to completion of additional credits:
- | <u>Last</u> | <u>First</u> | <u>Advancement</u> | <u>Step</u> | <u>Effective</u> |
|-------------|--------------|--------------------|-------------|------------------|
| Dykhouse | Cynthia | MA/\$69,486 | 15 | 2/1/2014 |
- G. The agreement between Middle Township Board of Education and Dr. Tara Vogdes, M.D. to provide school physician services at a cost of \$15,000 from present to December 31, 2014.
Exhibit F 14:23:12/12/2013

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

<u>X</u>	Calvin Back
<u>Y</u>	Dennis Roberts
<u>Y</u>	Robert Bakley II
<u>Y</u>	George DeLollis
<u>Y</u>	Burgess Hamer
<u>A</u>	Linda Koch
<u>Y</u>	Andrew Melchiorre
<u>Y</u>	Patricia Taylor
<u>Y</u>	Stephanie Thomas
<u>Y</u>	Patricia Ziolkowski

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

- A. The second reading of the following policies/regulations:

Regulation 5200	Attendance (M)
Policy 3431.1	Family Leave (M)
Policy 4431.1	Family Leave (M)

Policy Alert No. 200

Policy 3144.12	Certification of Tenure Charges – Inefficiency (M) (New)
Policy 3144.3	Suspension upon Certification of Tenure Charge (New)
Policy 3372	Teaching Staff Member Tenure Acquisition (New)
Policy 3373	Tenure upon Transfer or Promotion (New)
Policy 3374	Tenure upon Transfer to an Underperforming School (New)

Policy 4124 Employment Contract (Revised)
 Policy 5512 Harassment, Intimidation, and Bullying (M) (Revised)
 Regulation 5512 Harassment, Intimidation, or Bullying Investigation Procedure
 (M) (Revised)

Exhibit A 14:12:12/12/2013

B. The resolution to support school funding formula based upon enrollment not attendance for the 2014-2015 budget.

Exhibit A 14:13:12/12/2013

C. The resolution to adjust The Budget Submission Calendar for 2014-2015.

Exhibit A 14:14:12/12/2013

D. A motion to approve the waiver of a discipline hearing for student, D.H. 2013-9, in accordance with the recommendation of the Superintendent and as consented to by the parents.

Exhibit A 14:15:12/12/2013

E. A motion to approve the waiver of a discipline hearing for student, D.H. 2013-10, in accordance with the recommendation of the Superintendent and as consented to by the parents.

Exhibit A 14:16:12/12/2013

F. The Shared Services Agreement between Middle Township Board of Education and Cape May County to act as a mass care shelter with the provisions of the Uniform Shared Services and Consolidation Act (USSCA), N.J.S.A. 40A:65-1 to -35.

Exhibit F 14:22:12/12/2013

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

- X Calvin Back
- Y Dennis Roberts
- Y Robert Bakley II
- Y George DeLollis
- Y Burgess Hamer
- A 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: Lynn Tibbits
Position: Teacher
Building: Middle School
Type: Disability Retirement
Effective: January 1, 2014 (pending approval from State of NJ)

B. The following leave(s) of absence:

Diana DiAngelis – From 11/11/13 through 12/6/13 using FMLA/FLA and sick time.

Bob Bethel – From 11/20/13 through 1/2/14 using FMLA and 20 personal days.

C. The following substitute teacher: Ashley Roach, Erin Oechslin

D. The following substitute bus driver: John Marten

E. The following substitute bus aide: Lori Perloff

F. The following personnel transfer effective TBD:

Name: Janet Loefflad
New Position: Kindergarten Teacher's Aide – 19.5 hour
Previous Position: Pre-K Teacher's Aide – 29.5 hour
New Location: Elementary #1 School
Previous Location: Elementary #1 School
Account: 11-000-217-106-00-01
Salary: \$8,638.00 (pro-rated)

G. Employment of the following Certified Staff:

Name: Jessie Reeves
Position: Learning Disabilities Teacher Consultant
Status: Permanent
Building: District
Effective: Upon completion of criminal history background check
Step/Salary: Step 8 MA+15/\$54,555.00
Account: 11-000-219-104-62-06
Replacing: Dianne Saunders
Job Code: 3118

H. Employment of the following Non-Certified Staff:

Name: Darlene Tschopp
 Position: Teacher's Aide
 Status: Part-Time – 29.5 hours per week
 Building: High School
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00 (pro-rated)
 Account: 11-000-217-106-00-08
 Replacing: John Lombardelli

Name: Colleen Vivarina-Longo
 Position: Keyboarding Clerk 1
 Status: Part-Time (29.5 hours – 12 Months)
 Building: Transportation
 Effective: Upon completion of criminal history background check
 Step/Salary: \$19,928.00
 Account: 11-000-270-160-00-12
 Replacing: Doreen Swanson

I. Employment of the following Schedule B Positions:

Name: John Richardson
 Position: Head Winter Track Coach
 Building: High School
 Stipend: \$3,056.00 (split)

Name: Samantha Polis
 Position: Head Winter Track Coach
 Building: High School
 Stipend: \$3,056.00 (split)

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

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

XV. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Mrs. Rosie Jefferson, Cape May Court House, had the following questions/comments:

- Why are board meetings at 7:30 and not earlier?
- Would like to see the MLK after School program expanded to include middle school students. She stressed that many parents would like all of their children in one place after school.
- Why is there a minimum score on the NJ ASK literacy exam needed in order to participate in the Spanish program at the Middle School?
- Cameras on the buses would be a good thing and then she reported an incident on bus A17 the previous week for which there are no cameras.

Linda Bakley, Cape May Court House, expressed her concern to the board regarding the need for reading help in the elementary schools. They have children on waiting lists for the additional help and teachers are not referring any more students as the ones on the waiting list cannot be serviced.

Mr. Stanley Doniger, Rio Grande, congratulated the district on the 19 Choice school applications-“You must be doing something right.” He then went on to admonish the board to watch how they spend the money and called for the teachers contract to be reopened and renegotiated as they are the biggest expense in the budget.

XVI. BOARD COMMENT

Mr. Kopakowski explained to Mrs. Jefferson the need to put a restriction on the Spanish program was due to budget constraints. We would like to offer foreign language to everyone but it is just not possible.

Mr. Roberts, thanked Mrs. Jefferson for her comments.

XVII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:39 p.m. for approximately 20 minutes for

1. H.I.B.

Motion:
Vote:

Mr. Roberts
Voice

Second:
Carried:

Mr. Melchiorre
Yes

XVIII. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 8:57 p.m.

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

1. Motion was made to approve the following:

- A. Approval to accept the 11/21/13 Harassment, Intimidation and Bullying Report

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

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

XIX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 8:58 p.m.

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

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary