

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, MARCH 15, 2012
7:34 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

 A Calvin Back
 P Dennis Roberts
 P Robert Bakley II
 A George DeLollis
 P Burgess Hamer
 P Linda Koch
 P Andrew Melchiorre
 A Daniel Money (Arrived 7:45 p.m.)
 P Stephanie Thomas
 P Patricia Ziolkowski

ATTENDANCE

- P Michael J. Kopakowski, Superintendent
- P Dr. David Salvo, Assistant Superintendent for Support Services
- P Cherie Ludy, 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 Amos Kraybill, Principal, Middle School
- P Richard Falletta, Principal, High School
- P William Donio, Board Solicitor
- A 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. PRESENTATIONS

- A. Recognition of the 2011-2012 High School Girls Basketball Team

V. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 12:09:3/15/12

VI. PUBLIC COMMENT ON AGENDA ITEMS

None

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – February 16, 2012
Exhibit M 12:21:3/15/12
- B. Closed Meeting Minutes – February 16, 2012
Exhibit M 12:22:3/15/12
- C. Special Meeting Minutes – March 5, 2012

Exhibit M 12:23:3/15/12

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VIII. CORRESPONDENCE

None

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 12:29:3/15/12
- B. Trip List
Exhibit S 12:30:3/15/12
- C. Attendance Report
Exhibit S 12:31:3/15/12
- D. Discipline Report
Exhibit S 12:32:3/15/12

X. COMMITTEE REPORTS

- A. Curriculum Committee
- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee
- E. Facilities/Grounds/Real Estate Committee – February 22, 2012 , February 27, 2012 and March 13, 2012

Mr. Roberts reported that the Facilities Committee met on three occasions this month and discussed the following items: Energy Savings Programs, Replacement of HVAC at the High School and Middle School, and the scope of work and contract with GCA Services Group, Inc.

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

- F. Finance Committee – February 27, 2012 and March 2, 2012

Mr. Roberts reported in Mr. DeLollis' absence. He stated that the committee met on February 27th and March 2nd in preparation of the 2012-2013 Budget and that the preliminary budget has been submitted to the County as recommended and voted on at the March 5th Special Board Meeting.

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

- G. Performing Arts Committee
- H. Policy Committee
- I. Staff Relations/Negotiations Committee
- J. Transportation Committee – March 12, 2012

Mr. Hamer reported that the Transportation Committee met on March 12, 2012 and discussed items as follows: Change of Title, Coordinator of School Transportation Services, Policy 8610 Student Pick Up and Drop Off Locations, Dennis Township providing own transportation.

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

XI. 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 February 29, 2012, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of February 29, 2012, 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 February 29, 2012, 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 February 29, 2012, 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 February 29, 2012, Report of the Treasurer of School Funds for the 2011-2012 school year. It is in agreement with the February 29, 2012, Report of the Secretary, pending audit.

Report of the Secretary – February 29, 2012

Exhibit B 12:20:3/15/12

Report of the Treasurer – February 29, 2012

Exhibit B 12:21:3/15/12

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

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

XII. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 12:31:3/15/12
- B. Bill List – Additional Bill List
Exhibit F 12:32:3/15/12
- C. The contract between Middle Township High School and Wildwood Convention Center for the Middle Township High School Prom to be held on May 5, 2012.
Exhibit F 12:33:3/15/12
- D. The tuition contract between Dennis Township Board of Education (sending district) and Middle Township Board of Education (receiving district) for the 2012-2013 school year in the amount of \$2,115,818.93.
- E. Submission of the Race to the Top Phase 3 (NGO #RTO1-AO1) grant in the amount of \$46,480 to provide funding for the implementation of new teacher and leader evaluation systems. The award period is 7/1/2012 – 11/30/2015.
- F. Resolution for the 2012/13 school year, Middle Township Board of Education does not require Pineland Learning Center, Inc. to charge their students for a reduced and/or paid meal, pursuant to NJ Department of Education code 6A:23-4.5iii.
- G. To go out to bid for the following services: Electrical, HVAC, Refrigeration, Offsite Fuel, Transportation Drug Testing, Tires and Mounting, and Employee Assistance Program.
- H. The 2011-2012 Transportation Jointures between Middle Board of Education (host) and Wildwood Public schools (joiner).

WW-1	Wildwood student (1 student) to CMC Tech School (Effective 9/1/11-6/30/12)	\$ 9,300.60
WW-2	Wildwood student (7 students) to Glenwood Ave /St. Simeons Church (Effective 12/2/11-1/2/12)	\$ 1,860.00

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

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

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

- A. The Board of Education Meeting set at 7:30 p.m. on the third Thursday of each month in the Board Room of the Administration Building as the time, date and place for regular monthly meetings for the remainder of the election year, and approves the following calendar until the next Organizational Meeting:

DATE

- April 19, 2012
- May 17, 2012
- June 21, 2012
- July 19, 2012
- August 16, 2012
- September 20, 2012
- October 18, 2012
- November 15, 2012
- December 20, 2012

- B. The following teacher as mentor to novice teacher for the 2011/2012 school year.

<u>Novice Teacher</u>	<u>Mentor Teacher</u>
1. Lynsey Venturini	Kathy Wynn/Elementary #1

- C. The Physical Therapist, Donna Cifichello, to participate in a Relationship of Student Outcomes to School-Based PT Services Study for C.M.C. Special Services School District. Ms. Cifichello will be conducting this study with Middle Township students.
- D. Joe Morse to complete 150 hour Internship as a requirement for Rowan University’s Law and Justice Program. Richard Falletta will serve as his mentor and the student will work with District Director of Security. Student will complete necessary paperwork for participation, including fingerprinting.
- E. The One-Year Preschool Program Plan Update for 2012-2013.
Exhibit A 12:24:3/15/12
- F. Placement of the following fieldwork (15 hours) applicant:
 School: Inter American University of Puerto Rico/Arecibo Campus
 Dates: Spring 2012
 Student: Yenitza Nieves
 Cooperating
 Teacher: Elementary #2/Margie DeLollis

Mr. Kopakowski gave clarification on Letter “A”. This is being done due to moving the election. Mr. Roberts asked if there were any conflicts with the school calendar and Mr. Kopakowski stated that there are none at this time.

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

- A Calvin Back
- Y Dennis Roberts
- Y Robert Bakley II
- A George DeLollis
- Y Burgess Hamer
- Y Linda Koch
- Y Andrew Melchiorre
- Y Daniel Money
- 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 leave(s) of absence(s):

 Susan Alexander – FMLA leave without pay and without medical benefits from 2/27/12 through 3/16/12 (does not have medical benefits from MTBOE).

Loretta Fox – From 3/22/12 through 6/14/12 with pay and FMLA benefits and from 6/15/12 through 8/30/12 without pay and with FMLA benefits.

Paula Aita – From 3/30/12 through 4/18/12 with pay and FMLA benefits, using sick and vacation days and from 4/19/12 through 3/29/13 as needed, intermittently without pay and with FMLA benefits not to exceed 60 days. (does not have medical benefits from MTBOE).

B. The following resignations/retirements:

Name: Deborah Szigeti
Position: Teacher
Building: Elementary #1
Type: Resignation
Effective: March 12, 2012

Name: Josette Adams
Position: Teacher's Aide
Building: Elementary #2
Type: Resignation
Effective: March 16, 2012

Name: Jean Marconi
Position: Teacher
Building: High School
Type: Retirement
Effective: July 1, 2012

Name: Linda Carr
Position: Bus Driver
Building: Transportation
Type: Retirement
Effective: July 1, 2012

Name: Cherie Ludy
Position: School Business Administrator
Building: Administration
Type: Resignation
Effective: May 15, 2012

C. The following substitute custodian: Scott Schwartz and Louann Louis

D. The following substitute teachers: Teresa Doronkina, Kathryn Repici, Lacy Green and Alexander Duryee

E. The following substitute secretaries: Teresa Doronkina and Gloria Hall

F. The following substitute teacher's aide: Teresa Doronkina

G. The following personnel transfer effective June 1, 2012:

Name: Constance Chabok
 New Position: Teacher
 Previous Position: Teacher
 New Location: Middle School
 Previous Location: Elementary #2
 Account: 11-130-100-101-00-04
 Salary: No Change

H. Employment of the following Certified Staff:

Name: Pamela Shute
 Position: Elementary School Teacher
 Status: Long-Term Substitute
 Building: Elementary School #1
 Effective: March 13, 2012
 Step/Salary: \$75.00 per day for the first five consecutive days, then 1/200th of BA Step 1 for each consecutive day
 Account: 11-120-100-101-00-01
 Replacing: Donna Civera
 Job Code: N/A

Name: Jodi Lamoreux
 Position: Science Teacher
 Status: Long-Term Substitute
 Building: Middle School
 Effective: April 27, 2012
 Step/Salary: \$75.00 per day for the first five consecutive days, then 1/200th of BA Step 1 for each consecutive day
 Account: 11-130-100-101-00-04
 Replacing: Robert Ford
 Job Code: N/A

Name: Ruby Kakembo
 Position: Grade 3 Teacher
 Status: Long-Term Substitute
 Building: Elementary #2 School
 Effective: March 21, 2012
 Step/Salary: \$75.00 per day for the first five consecutive days, then 1/200th of BA Step 1 for each consecutive day
 Account: 11-120-100-101-00-02
 Replacing: Lori Fox
 Job Code: N/A

Name: Jamie Claus
 Position: First Grade Teacher
 Status: Permanent
 Building: Elementary School #1
 Effective: March 13, 2012

Step/Salary: BA+30 Step 6/\$51,136.00
 Account: 11-120-100-101-00-01
 Replacing: Deborah Szigeti
 Job Code: 1004

Name: Constance Chabok
 Position: Instructional Supervisor
 Status: Permanent
 Building: Middle School
 Effective: June 1, 2012
 Step/Salary: \$4,000.00 (Pro-rated)
 Account: 20-231-100-101-00-04
 Replacing: Toni Johnson

I. The following volunteer(s):

Name: Zachary Russ
 Position: Indoor Percussion/IPE Volunteer
 Effective: March 16, 2012

J. The following as APA Coordinators: Cynthia Dykhouse, Debbie Teise, Dawn Brewer, and Jacqueline Scuderi at a rate of \$300 per student binder.

K. The following Schedule B positions:

Name: Monica Pedroni (*Amended*)
 Position: Musical Production-Choreography Director
 Building: Middle School
 Stipend: ¼ Stipend \$1,303.75

Name: Kristen Stiles (*Amended*)
 Position: Musical Production-Choreography Director
 Building: Middle School
 Stipend: ¼ Stipend \$1,303.75

Name: Dawn Brewer
 Position: Musical Production-Choreography Director
 Building: Middle School
 Stipend: ½ Stipend \$2,607.50

Name: Melissa Miller
 Position: Assistant Girls Lacrosse
 Building: High School
 Stipend: \$5,269.00

Name: Robert Ford (*Amended- Split*)
 Position: Head Baseball Coach
 Building: Middle School
 Stipend: \$2,646.00

Name: Bob Wishart (*Split*)
Position: Head Baseball Coach
Building: Middle School
Stipend: \$1,242.00

Name: Tracey Hall
Position: Head Softball Coach
Building: Middle School
Stipend: \$3,888.00

L. The following staff members for the After School Achievers Program (previously approved on the 2/16/12 agenda) at \$30 per hour:

1. Gabrielle Gandolfo
2. Kathy Wynn
3. Kristen Frank
4. Deborah Thornton

M. The following Non-Certified Staff:

Name: Dorothy Sheehan
Position: Teacher's Aide
Status: Part-Time – 29.5 hours per week
Building: Elementary School #2
Effective Date: March 16, 2012
Pay Rate: \$13,180.00 (pro-rated)
Account: 11-000-217-106-00-02
Replacing: New Position

Name: Michael Law
Position: Custodial Worker
Status: Permanent
Building: Elementary School #1
Effective Date: March 19, 2012
Pay Rate: \$26,053.00 (pro-rated)
Account: 11-000-262-110-00-01
Replacing: Robert Conley

Name: Jeanne Donohue
Position: Clerk Typist
Status: Part-Time – 29.5 hours
Building: High School
Effective Date: Upon Completion of Criminal History Background Check
Pay Rate: \$18,623.00 (pro-rated)
Account: 11-402-100-105-00-08

N. To advertise for the employment of an Assistant Coordinator of School Transportation Services.

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

Mr. Roberts wished Ms. Ludy well with her future endeavors and thanked her for an excellent job.

Mr. Kopakowski thanked Ms. Ludy, as well, and spoke of her dedication to the district over the years.

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

XV. STUDENT PLACEMENTS

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

<u>Level of Service</u>	<u>Students</u>	<u>Cost</u>
1	1 (K.C.)	\$1,700

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

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

XVI. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Madeline McCarroll addressed the board and requested that we follow suit with the township and not have any increase in taxes. She also asked if we have done any partnerships with Walmart, Staples or local stores for sponsorships to help with funding and how much of our budget goes to extra-curricular activities.

XVII. BOARD COMMENT

Responses to Ms. McCarroll -

Mr. Roberts reminded Ms. McCarroll that our portion is significantly larger than the township's portion and that the preliminary budget is with a 2% increase.

Mr. Kopakowski stated that we have done work study programs with businesses in the past, but he is not sure which ones. Mr. Melchiorre added that the business community in this township is constantly asked to help with every endeavor we take on. Mr. Roberts stated that approximately \$800,000 is used for extra-curricular activities, which is a very small percentage of the budget.

Other

Ms. Thomas reminded everyone that on March 28th, the Elementary #2 School will hold its Multi-Cultural Night. She also thanked Ms. Ludy for her years with Middle Township and was regretful to see her leave the district.

XVIII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:15 p.m. for approximately 30 minutes for

1. Personnel
2. Litigation
3. Harassment, Intimidation and Bullying

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

XIX. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 8:45 p.m.

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

1. **MOTION WAS MADE TO AUTHORIZE THE ADMINISTRATION TO GO OUT TO BID FOR PROPOSALS IF NECESSARY AS DISCUSSED IN EXECUTIVE SESSION.**

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

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

XX. ACTION ON EXECUTIVE SESSION ITEMS AS APPROPRIATE

XXI. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 8:50 p.m.

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

Respectfully Submitted,

Cherie Ludy
School Business Administrator/Board Secretary