

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, MAY 15, 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
- A Christian Paskalides, Principal, Elementary #1
- A Douglas Penkethman, Principal, Elementary #2
- P Toni Johnson, Principal, Middle School
- P Frank Riggitano, Principal, High School
- A William Donio, Board Solicitor
- P Amy Houck, Board Solicitor

OTHERS

Nancy Loteck, Asst. Principal of Elementary #1 and Elementary #2, attended in the absence of Mr. Paskalides and Mr. Penkethman.

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 14:11:5/15/14

V. PUBLIC COMMENT ON AGENDA ITEMS

None

VI. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Public Hearing Minutes – April 24, 2014
Exhibit M 14:25:5/15/14
- B. Regular Meeting Minutes – April 24, 2014
Exhibit M 14:26:5/15/14
- C. Closed Meeting Minutes – April 24, 2014
Exhibit M 14:27:5/15/14

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VII. CORRESPONDENCE

VIII. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 14:37:5/15/14
- B. Trip List
Exhibit S 14:38:5/15/14
- C. Attendance Report
Exhibit S 14:39:5/15/14
- D. Discipline Report
Exhibit S 14:40:5/15/14

IX. 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 – May 14, 2014

Mr. DeLollis reported that the Finance Committee met on May 14th and discussed the following items: Food Service Proposals; Bids for other Services; Student Accident Insurance; Systems 3000 Software Agreement; ACES Gas Bid and Global Connect Softwar Agreement.

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

- G. Performing Arts Committee
- H. Policy Committee
- 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 2013-2014 school year through April 30, 2014, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies

that as of April 30, 2014, 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 April 30, 2014, 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 April 30, 2014, 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 April 30, 2014, Report of Cash Funds for the 2013-2014 school year. It is in agreement with the April 30, 2014, Report of the Secretary, pending audit.

Report of the Secretary – April 30, 2014

Exhibit B 14:21:5/15/14

Report of Cash – April 30, 2014

Exhibit B 14:22:5/15/14

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

XI. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 14:42:5/15/14
- B. Bill List/Additional Bill List/PAC Bill List
Exhibit F 14:43:5/15/14
- C. Performing Arts Center Contract Approvals May, 2014:

Performer/Leasee	Dates	Total Rental Fee Charged
Doc Swan-Comedy/Variety Show	8/15/14	\$1,500.00
Senior Excursions	6/9,17/14, 9/2,9,16,21/2014	\$ 4,320.00
Carol Taylor-Pageants	7/20,27/14, 8/10,24/14, 9/6,20/14	\$ 4,800.00

- D. The following contracts with Cape May County Special Services School for the year 2014-2015:

Type	Amount per student
Extended School Year Tuition	\$ 2,450.00
Extended School Year One on One aide	\$ 1,760.00
One on One Aide Agreement	\$ 17,025.00
COMPACT	\$ 16,700.00
COMPACT Hybrid	\$ 18,500.00
Multiple Disabilities	\$ 33,425.00
Cognitive-Severe	\$ 28,825.00
Behavior Disabilities	\$ 37,825.00
Pre-School disabilities	\$ 28,225.00
Autism	\$ 36,825.00

- E. The following tuition contracts with our sending districts as follows:

District	Program	Amount
Avalon	High School & Resource Room	\$ 163,005.83
Stone Harbor	High School & Resource Room	\$ 101,484.00
Dennis Township	Full time High School	\$ 1,521,111.00
Dennis Township	Shared Time High School	\$ 88,000.00
Dennis Township	PM High School	\$ 24,000.00
Dennis Township	Resource Room	\$ 115,199.77
Woodbine	Full time High School	\$ 319,000.00
Woodbine	Shared Time High School	\$ 38,500.00
Woodbine	Resource Room	\$ 20,000.00
Woodbine	PM High School	\$ 12,000.00
Woodbine	One to One Aide	\$ 11,025.00

- F. The Shared Services Transportation agreement with Cape May County Shared Services for the School year 2014-2015.

- G. Resolution to approve 2013-2014 NCLB Amendment as Follows:

Title I	\$793,786
Title IIA	\$147,795
Title III	\$21,834
(Amended for Carryover funds from 2012-2013)	

H. The following Title IIA teacher for 2013/14 school year:

Location:	Name:	Funding %:
Elementary #1	Lisa Ludman	82%

I. A resolution that, for the 2014-2015 school year, Middle Township Board of Education does not require YALE School to charge their students for a reduced and/or paid meal, pursuant to NJ Department of Education code 6A:23-4.5iii.

J. The agreement between Middle Township Board of Education (local district) and Salem County Special Services School District (providing district) for itinerant services to be provided.

Exhibit F 14:44:5/15/14

K. Appointing Ford, Scott & Associated, LLC as the district Auditors for the 2014-2015 school year at a fee not to exceed \$30,550 for the audit of the school year ending June 30, 2014.

L. A contract to the YALE School to add extraordinary services at a rate of \$169.05 per diem.

M. To award the following bid for services for the 2014/2015 school year:

HVAC Services – Marlee Contractors: Journeyman \$73.95 per hour, Helper \$55.00 per hour, 15% above wholesale for supplies

Refrigeration Services – Marlee Contractors: Journeyman \$73.95 per hour, Helper \$55.00 per hour, 15% above wholesale for supplies

Electrical Services – Northeast Electrical Services: Journeyman \$95.00 per hour, Helper \$53.00 per hour, 15% above wholesale for supplies

Off-Site Fuel Services – Riggins, Inc: Unleaded Fuel Net per gal. 3.286 plus .164; Diesel Net per gal. 3.2703 plus .149

Transportation Drug & Alcohol Testing – Pogue, per fee schedule

Employee Assistance Services – EmployeeCare, \$7,200.00 annually

Tires and On-Site Mounting Services – Service Tire Truck Center, per fee schedule

N. A Food Service contract between Compass Group USA, Inc. by and through its Chartwells Division and the Middle Township School District for the SY 2014/2015 with a managerial fee of \$60,000 per year. Chartwells guarantees that the bottom line of the operational financial report for the school year will be a profit of \$51,206 resulting in no subsidy to the bottom line of the LEA.

Exhibit F 14:45:5/15/14

- O. To award the student accident insurance bid to Bollinger, Inc. for an annual premium of \$45,520.00
- P. To renew the contract with Systems 3000 Inc. for five years per the following fee schedule: 2013 - \$15,806; 2014 - \$16,122; 2015 - \$16,445; 2016 - \$16,773; 2017 - \$17,109

Motion: Mr. Melchiorre Second: Mr. DeLollis
 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. 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. 2014-4, in accordance with the recommendation of the Superintendent and as consented to by the parent.
Exhibit A 14:30:5/15/14
- B. A motion to approve the waiver of a discipline hearing for student, D.H. 2014-5, in accordance with the recommendation of the Superintendent and as consented to by the parent.
Exhibit A 14:31:5/15/14
- C. Placement of the following Health & Physical Clinical Practice student:
 - School: Rowan University
 - Dates: Fall 2014:
 Q1 (9/2/2014 – 10/24/2014) Elem. #2
 Q2 (10/27/2014-12/17/2014) Middle School
 - Student: Megan A. Russ
 - Cooperating Staff: Michelle Hockenberry - Elementary #2
 Tracy Hall &/or Debbie Tweed – Middle School

Motion: Mr. Melchiorre 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. PERSONNEL

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

A. The following retirements/resignations/terminations:

Name: Nancy Polt
Position: Nursing Dept. Chairperson
Building: District
Type: Resignation
Effective: 2014/15 School Year

Name: Anna Muchler
Position: Bus Aide
Building: Transportation
Type: Resignation
Effective: May 14, 2014

B. The following leave(s) of absence:

Patricia Vehon – On FMLA from 4/22/14 through end of school year using 26.5 personal days and remaining balance unpaid.

Kristina Ortman – On FMLA/FLA to begin 6/2/14 and ending 2/11/15 using 55.5 sick days and balance unpaid leave.

C. The following staff member to work the High School SAT Program at \$30.00 per hour:

1. Rita Tice
Account # 11-140-100-101-00-08

D. The following substitute custodial worker: Everett Garrison

E. Employment of the following Non-Certified Staff:

Name: Thea Crawley
Position: Keyboarding Clerk 1
Status: Permanent
Building: Middle School
Effective: July 1, 2014
Step/Salary: \$23,876.00
Account: 11-000-240-105-00-04
Replacing: Eileen Douglass

Name: Bobette Scull
Position: Teacher's Aide – Long-Term Substitute
Status: Part-Time – 29.5 hours per week
Building: High School
Effective: May 12, 2014
Step/Salary: \$13,180.00 (pro-rated)
Account: 11-213-100-106-00-08
Replacing: Robert Jones

F. The following substitute teacher: Chelsea Hengstler

G. The following substitute secretary: Chelsea Hengstler

H. A motion to rescind the employment of Laura Lambert, H.S. Teacher, for the 14/15 School Year.

I. The following Volunteer Positions:

Name: Barry Mastrangelo
Position: Tennis Volunteer Coach
Building: High School

J. The retroactive payment of \$3,105.00 to Loretta Carey for Martin Luther King Center After School program.

K. Employment of the following Certified Staff:

Name: Rebecca Sykes
Position: Teacher of Mathematics
Status: Long-term Substitute
Building: High School
Effective: May 19, 2014
Step/Salary: \$125.00 per day
Account: 11-140-100-00-08
Replacing: Nicole Drake

Motion: Mr. Hamer Second: Ms. Taylor
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. STUDENT PLACEMENT

The placement of student listed below as tuition student at Out of District location for the 2013-2014 school year. Name is on file in the Office of the Superintendent.

<u>School Name</u>	<u>Number of Students</u>	<u>Tuition</u>
GCSSSD	1 (J.L.)	\$3,660.00

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

XV. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

None

XVI. BOARD COMMENT

None

XVII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 7:59 p.m. for approximately 10 minutes for

- 1. H.I.B.

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

XVIII. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 8:15 p.m.

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

- 1. **Motion was made to approve the 4/24/14 H.I.B. Report.**

Motion:	Mr. Melchiorre	Second:	Mr. DeLollis
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

XIX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 8:15 p.m.

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

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary