

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, MAY 16, 2013
7:31 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
 P Linda Koch
 P Andrew Melchiorre
 P Patricia Taylor
 A Stephanie Thomas
 P Patricia Ziolkowski

ATTENDANCE

- A 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
- A Amos Kraybill, Principal, Middle School
- P Richard Falletta, Principal, High School
- A William Donio, Board Solicitor
- P Amy Houck, Board Solicitor

OTHERS

Ms. Johnson, M.S. Assistant Principal, attended in Mr. Kraybill'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. PRESENTATION

Strategic Planning Update – Dr. Salvo updated the Board of Education on the progress of the Strategic Planning.

V. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 13:11:5/16/13

VI. PUBLIC COMMENT ON AGENDA ITEMS

The following students from the Middle Township Middle School and read from prepared statements concerning the proposed elimination of the Foreign Language Program at the Middle School:

- Justin Camp
- Bill Graff
- Zyair Stull

Two of the statements are attached as exhibits to the minutes.

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

A. Regular Meeting Minutes – April 18, 2013
Exhibit M 13:29:5/16/13

B. Closed Meeting Minutes – April 18, 2013
Exhibit M 13:30:5/16/13

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VIII. CORRESPONDENCE

IX. REPORT OF THE SUPERINTENDENT

A. Use of Facilities Report
Exhibit S 13:35:5/16/13

B. Trip List
Exhibit S 13:36:5/16/13

C. Attendance Report
Exhibit S 13:37:5/16/13

D. Discipline Report
Exhibit S 13:38:5/16/13

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

X. COMMITTEE REPORTS

A. Curriculum Committee – May 2, 2013

Mr. Melchiorre reported that the committee discussed the following items at the May 2nd meeting: District Technology Needs Assessment completed by Ms. Lisitski, H.S Trip to Paris, London and Berlin for 1 credit through Travel, Learn, Earn Credit Program, Elementary #1 New English Language Arts Program for K-2, Project Lead the Way, Incoming Freshman Honors Meeting, New Jersey School Performance Report and New Textbook Adoptions.

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

B. Discipline Committee

C. Equity/Affirmative Action Committee – May 2, 2013

Ms. Koch reported that the Equity Committee met on May 2nd and discussed the following items: Minority Representation in EA, Honors and AP Courses, Minority Representation in Staff, Reviewed NJASK and HSPA – 3 year data, ESEA Waiver, and NJ School Performance Report “School Peer Group List”.

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

- D. Extra-Curricular Committee
- E. Facilities/Grounds/Real Estate Committee
- F. Finance Committee
- G. Performing Arts Committee – May 2, 2013

Mr. DeLollis reported that the PAC Committee met on May 2nd and discussed the following: Contract Agreements, Completion of Trip Requests, Advertising, and Financial Statement.

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

- H. Policy Committee
- I. Staff Relations/Negotiations Committee – April 24, 2013

Ms. Koch reported that the Staff Relations/Negotiations Committee met on April 24th and have met an agreement.

Motion: Mr. Roberts **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 2012-2013 school year through April 30, 2013, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of April 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 April 30, 2013, Report of the Secretary for the 2012-2013 school year, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c), the Board certifies that as of April 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 April 30, 2013, Report of Cash Funds for the 2012-2013 school year. It is in agreement with the April 30, 2013, Report of the Secretary, pending audit.

Report of the Secretary – April 30, 2013

Exhibit B 13:21:5/16/13

Report of Cash – April 30, 2013

Exhibit B 13:22:5/16/13

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

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

XII. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 13:32:5/16/13
- B. Bill List - Additional Bill List
Exhibit F 13:33:5/16/13
- C. The following contracts with Cape May County Special Services School for the school year 2013-2014:

| Type | Amount per student |
|--------------------------------------|--|
| Extended School Year Tuition | \$ 2,350.00 |
| Extended School Year One on One aide | \$ 1,690.00 |
| One on One Aide Agreement | \$ 16,700.00 |
| COMPACT | \$ 16,000.00 |
| COMPACT Hybrid | \$ 18,500.00 |
| Multiple Disabilities | \$ 33,500.00 |
| Cognitive-Severe | \$ 31,100.00 |
| Behavior Disabilities | \$ 39,600.00 |
| Pre-School disabilities | \$ 27,000.00 |
| Autism | \$ 38,500.00 |
| Itinerant Services Agreement | As per schedule in contract per service used |

- D. The tuition contract between Egg Harbor City Board of Education (sending district) and Middle Township Board of Education (receiving district) for student J.K. in the amount of \$10,002 commencing monthly through June 2013.
- E. The 2013-2014 contract for participation in Cape May County Shared Services Transportation for the fixed cost of 5% of the district's portion of each route.
- F. Approval to adopt and purchase the following new textbooks for the 2013/2014 school year:
 - a. Course: Health – Grade 10
Textbook: "Health & Wellness"
Publisher: Glencoe
Cost: \$19,080.00
 - b. Sociology – Grades 11-12
Textbook: "Sociology: A Down to Earth Approach"
Publisher: Pearson
Cost: \$3,037.20
 - c. Course: High School - U.S. History I & II
Textbook: "United States History"
Publisher: Pearson/ Prentice Hall
Cost: \$37,588.00
 - d. Course: High School - U.S. History I – Resource Room
Textbook: "Discovering Our Past: A History of the United States"
Publisher: McGraw-Hill
Cost: \$3,580.62

District textbooks: 11-190-100-640-00-05 \$63,285.82 (2013-2014 budget)
(Sample book will be on display)

- G. The contract with Delta Dental, Dental Benefits for July 1, 2013 to June 30, 2015 (2 years) at the following rates:

| | |
|-------------|------------------|
| | PPO plus Premier |
| One Party | \$ 39.71 |
| Two Party | \$ 67.49 |
| Three Party | \$112.04 |

This represents a zero increase for the term of the contract.

- H. The following contracts with Cape May County Technical School for the school year 2013-2014:

| Type | Amount per student |
|-----------------------------|--------------------|
| Full time Regular | \$ 7,646.00 |
| Full Time Special Education | \$11,226.00 |

| | |
|-------------------------------|-------------|
| Shared Time Regular | \$ 3,823.00 |
| Shared Time Special Education | \$ 5,613.00 |

- I. Resolution for the 2013/2014 school year, Middle Township Board of Education does not require Yale School East Campus to charge their students for a reduced and/or paid meal, pursuant to NJ Department of Education code 6A:23-4.5iii.
- J. Approve the following amendment to the NCLB Grant for 9/1/2012 to 8/31/2013 to include the carryover amount from grant year 2011-2012:

| NCLB | Original | Amended |
|-----------------|------------|------------|
| Title I Part A | \$ 561,376 | \$ 568,586 |
| Title II Part A | \$ 110,730 | \$125,173 |
| Title III | \$ 9,402 | \$9,402 |
| Total Grant | \$ 681,508 | \$703,161 |

- K. Approve the following amendment to the IDEA Basic and IDEA Preschool Grant for 9/1/2012 to 8/31/2013 to include the carryover amount from grant year 2011-2012:

| IDEA | Original | Amended |
|----------------|------------|------------|
| IDEA Basic | \$ 559,649 | \$ 570,929 |
| IDEA Preschool | \$ 26,986 | \$ 26,995 |
| Total IDEA | \$ 586,635 | \$ 597,924 |

- L. Resolution to approve the preliminary allocation of the Perkins Grant for the School year 2013-2014 --- \$ 17,181
Exhibit F 13:34:5/16/13
- M. Resolution authorizing the Middle Township Board of Education to establish a cooperative pricing system and to enter into a cooperative pricing agreement with other contracting units for HVAC, Refrigeration and Electrical Services.

Letter N. was moved to after the closed session.

- O. Approval for Elementary #1 Literacy Coach, Karen Ortman, to attend Lesley University Summer Literacy Institute in Cambridge, Massachusetts from July 15 to July 18, 2013.
Cost of the 3-day Institute \$ 685.00
Account #20-231-200-500-02-05 NCLB Title I Grant funding

(Mrs. Ortman will be funding her own transportation, lodging, and other needs.)

- P. The contract with Falasca Mechanical, Inc. in the amount of \$1,771,600 for the HVAC replacement at the High School and Middle School.

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

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

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

- A. The Statement of Assurance to Operate Summer School 2013, as follows:
Elementary #1 –July 1 to July 26
Elementary #2 – July 1 to July 26
Middle School – July 8 to August 2
High School – July 1 to July 30
Exhibit A 13:29:5/16/13
- B. Approval of Education First (EF) Educational Tours School Credit - the students will receive 1 credit for completion of coursework associated with EF Educational Tour to Paris, London, and Berlin.
- C. Students D.D. and L.D. to attend Middle Township Public Schools in accordance with Policy 5111 Eligibility of Resident/Nonresident Pupils allowing students of employees permission to attend.
- D. Student C.P. to attend Middle Township Public Schools in accordance with Policy 5111 Eligibility of Resident/Nonresident Pupils allowing students of employees permission to attend.
- E. Students A.O. and H.O. to attend Middle Township Public Schools in accordance with Policy 5111 Eligibility of Resident/Nonresident Pupils allowing students of employees permission to attend.
- F. Elimination of one high school assistant principal’s position effective July 1, 2013.

- G. A motion to approve the waiver of a discipline hearing for student, D.H. 2013 -1, in accordance with the recommendation of the Superintendent and as consented to by the parents.

Exhibit A 13:30:5/16/13

| | | | |
|---------|-------------|----------|------------|
| Motion: | Mr. Roberts | Second: | Ms. Taylor |
| Vote: | Roll Call | Carried: | Yes |

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

Jennifer Teller – From 4/15/13 – 7/15/13 on FMLA; 4/15 – 4/25 using sick time; 4/26 – 7/15/13 without pay.

Theresa Clark – From 5/28/13 through end of school year; FMLA, using sick time w/benefits; to return for 13-14 school year.

Gina Farreny – From 9/3/13 through 12/15/13 using FMLA and FLA; paid using sick days 9/3/13 to 9/24/13; unpaid 9/25/13 to 12/15/13.

- B. The following retirements/resignations:

Name: Amos Kraybill
 Position: School Principal
 Building: Middle School
 Type: Retirement
 Effective: July 1, 2013

Name: Donna Summers
 Position: Secretary
 Building: HS/Admin
 Type: Retirement
 Effective: February 1, 2014

Name: Jamie Claus
Position: Elementary School Teacher
Building: Elementary #1
Type: Resignation
Effective: June 20, 2013

Name: Melissa Bock
Position: Teacher's Aide
Building: Elementary #1
Type: Resignation
Effective: May 28, 2013

C. The following personnel transfers:

Name: Deborah Teise
New Position: Special Education Teacher
Previous Position: Special Education Teacher
New Location: Elementary School #1
Previous Location: Middle School
Account: 11-000-213-100-101-00-01
Salary: no change
Effective: September 1, 2013

Name: Kelsey Acker
New Position: Special Education Teacher
Previous Position: Elementary School Teacher
New Location: Elementary School #2
Previous Location: Elementary School #2
Account: 11-213-100-101-00-02
Salary: no change
Effective: September 1, 2013

Name: Donna Summers
New Position: Clerk Typist
Previous Position: Clerk Typist
New Location: High School
Previous Location: High School/Administration Building
Account: 11-000-240-105-00-05
Salary: no change
Effective: May 20, 2013

Name: Virginia Russ
New Position: Teacher of Music
Previous Position: Teacher of Music
New Location: Elementary School #1/Elementary School #2
Previous Location: High School
Account #: 20-218-200-104-00-01 (25%)
11-120-100-101-00-02 (37.5%)
11-120-100-101-00-01 (37.5%)
Salary: no change
Effective: September 1, 2013

Name: Melanie Lisitski
 New Position: Technology Teacher
 Previous Position: Elementary School Teacher/Instructional Supervisor
 New Location: Middle School
 Previous Location: Elementary #2
 Account: 11-130-100-101-00-04
 Salary: no change
 Effective: September 1, 2013

Name: Patricia Stocker
 New Position: Clerk Typist
 Previous Position: Clerk Typist
 New Location: Elementary #2
 Previous Location: High School
 Account: 1-000-240-105-00-02
 Salary: no change
 Effective: July 1, 2013

Name: Lisa Novsak
 New Position: Guidance Counselor
 Previous Position: Guidance Counselor
 New Location: Elementary #1/Elementary #2
 Previous Location: Elementary #1
 Account: 11-000-218-101-00-01 (50%)
 11-000-218-101-00-02 (50%)
 Salary: no change
 Effective: September 1, 2013

Name: Celia Llaberia Vilatta
 New Position: Teacher of Spanish
 Previous Position: ESL Teacher
 New Location: High School
 Previous Location: Middle School/High School
 Account: 11-140-100-101-00-08
 Salary: no change
 Effective: September 1, 2013

- D. The following substitute teachers: Madlyn Rodgers, Osarodion Aigbogun, Megan Russ, Ruth Rosenberg
- E. The following Home Instructor: Ruth Rosenberg
- F. The following substitute bus driver: Barbara Crosby
- G. The following substitute bus aide: Adele Depalma
- H. To rescind the employment of Keirsten Hamilton as a teacher of English at Middle Township High School for the 2013-2014 school year.

I. Employment of the following Certified Staff:

Name: Samantha Polis
 Position: Teacher of English
 Status: Permanent
 Building: High School
 Effective: September 1, 2013
 Step/Salary: MA Step 7/\$51,894.00
 Account: 11-140-100-101-00-08
 Replacing: Keirsten Hamilton
 Job Code: 1401

Name: Jessica Canzano
 Position: Speech Language Specialist
 Status: Permanent
 Building: District
 Effective: Upon completion of criminal history background check
 Step/Salary: Step 1 MS/\$50,694.00
 Account: 11-000-219-104-64-06
 Replacing: Lacey Huff
 Job Code: 3120

J. The following salary advancement effective September 1, 2013: Gina Farreny from BA+15 to MA.

K. Christy Montanero as a Deaf Education Consultant at a rate of \$50.00 per hour, not to exceed \$15,000.00.

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

- X Calvin Back
- Y Dennis Roberts
- Y Robert Bakley II (*Voted No on Letters H. and I.*)
- Y George DeLollis
- Y Burgess Hamer
- Y Linda Koch
- Y Andrew Melchiorre
- Y Patricia Taylor
- A Stephanie Thomas
- Y Patricia Ziolkowski

XV. STUDENT PLACEMENT

1. The placement of students listed below as tuition students at Out of District locations for the 2012-2013 school year. Names on file in the Office of the Superintendent.

| <u>School Name</u> | <u>Number of Students</u> | <u>Tuition</u> |
|----------------------------|---------------------------|------------------|
| Glouster Co. Special Serv. | 1 (JL) | \$179.50 per day |

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

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

XVI. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Ms. Charlotte Sadler, President of MTEA, stated that her team had met on Wednesday and they have a tentative agreement that will be presented to their members on Monday and a vote on the agreement to be scheduled for Wednesday. She thanked the Board for allowing them to be creative with the salary guides.

Bill Doan, Middle Township, spoke about the good things happening at Middle Township especially the students who are volunteering at the Wetlands Institute with the turtle fencing along the roadways.

XVII. BOARD COMMENT

Ms. Taylor thanked the students for their input and commented that the letters were very good.

Mr. Hamer thanked the students for their effort in putting together the letters as they were very well written.

XVIII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:17 p.m. for approximately 30 minutes for

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

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

XIX. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 8:58 p.m.

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

Motion was made to approve the following item originally presented under Financial with added detail.

N. To award the following bid for services for 2013/2014 school year:

Employee Assistance Services – Employee Care, Inc. - \$16 per visit; \$7,200 per year

Transportation Drug & Alcohol Testing – Pogue, Inc. - \$75.00 random testing

Tires & On-Site Mounting Services – Service Tire Truck Centers, various prices per tire (only bidder)

HVAC Services – Core Mechanical, Inc. - \$71.30 Journeyman; \$69.90 Helper; 15% above wholesale for supplies

Off-Site Fuel Services – Riggins, Inc. – 3.4291 Diesel, Oil Price Daily +-.149, Avg. -4 cents; 3.0315 Unleaded Fuel, Oil Price Daily Avg. -6 cents, .164

Electrical Services – Marlee Contractors LLC - \$96.35 Journeyman; \$56 Helper; 15% above wholesale for supplies

Refrigeration Services – Peterson Service Company - \$71.85 Journeyman; \$61.85 Helper; 15% above wholesale for supplies

| | | | |
|---------|-------------|----------|------------|
| Motion: | Mr. Roberts | Second: | Mr. Bakley |
| Vote: | Roll Call | Carried: | Yes |

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

XX. ACTION ON EXECUTIVE SESSION ITEMS AS APPROPRIATE

Motion was made to approve the following:

1. To accept the 4/18/13 Harassment, Intimidation and Bullying Report.

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

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

XXI. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 9:10 p.m.

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

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary