

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, AUGUST 15, 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
 P Linda Koch (Arrived at 7:32 p.m.)
 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
- P Douglas Penkethman, Principal, Elementary #2
- P Toni Johnson, Principal, Middle School
- P Richard Falletta, Principal, High School
- A 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. Presentation by Jesse Morvay, MLK Center

Mr. Morvay addressed the Board on the successes and accomplishments of the Martin Luther Center Homework Club.

V. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 14:02:8/15/13

VI. PUBLIC COMMENT ON AGENDA ITEMS

None

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – July 18, 2013
Exhibit M 14:05:8/15/13

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

(Mr. Melchiorre and Mr. Hamer abstained from approval of minutes.)

VIII. CORRESPONDENCE

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 14:05:8/15/13
- B. Trip List
Exhibit S 14:06:8/15/13

X. COMMITTEE REPORTS

- A. Curriculum Committee – July 23, 2013

Mr. Melchiorre reported that the Curriculum Committee met on July 23rd and discussed the following items: A review from each of the principals on the accomplishments of the last school year and their visions for the upcoming school year; EA Curriculum Units – Elementary #1; Atomic Learning Program; Profession Learning for NJ Educators update; Cape Resorts Internships and Stockton Coastal Collaborative in Mathematics.

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

- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee
- E. Facilities/Grounds/Real Estate Committee – July 25, 2013

Mr. Roberts reported that the Facilities Committee met on July 25th and discussed the following items: ROD Grant Program for School Facilities Projects; Security Vestibule Projects; MS/HS HVAC Project Update; athletic fields and evaluations of employees.

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

- F. Finance Committee
- G. Performing Arts Committee
- H. Policy Committee
- I. Staff Relations/Negotiations Committee
- 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 2013-2014 school year through July 31, 2013, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of July 31, 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 July 31, 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 July 31, 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 July 31, 2013, Report of Cash Funds for the 2013-2014 school year. It is in agreement with the July 31, 2013, Report of the Secretary, pending audit.

Report of the Secretary – July 31, 2013

Exhibit B 14:03:8/15/13

Report of Cash – July 31, 2013

Exhibit B 14:04:8/15/13

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
- Y Stephanie Thomas
- Y Patricia Ziolkowski

XII. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 14:06:8/15/13

- B. Bill List - Additional Bill List
Exhibit F 14:07:8/15/13
- C. To approve the Transportation Jointure between Gloucester County Special Services School District and Middle Township School District for the 2012-2013 SY (5/9-6/30/13) for the transportation of one student (JL) to Bankridge Regional North.
- D. Approval to purchase Atomic Learning \$8520.00
Exhibit F 14:08:8/15/13
- E. The purchase of VeriTime time clock system to integrate with ASEOP program for an annual subscription of \$1800 plus set up fees of \$2500.
- F. Awarding of the 2013-2014 Landscape Contract to Islander LawnCare to maintain the fronts of all buildings, not to exceed \$17,570.00.
- G. Approve the submission of NCLB 2013-2014 grant allocation as follows:

Title I A Basic	\$713,931
Title II Part A	\$110,668
Title III – Middle	\$ 9,012
Title III-Ocean City	\$ 9,785
Title III-Upper	<u>\$ 1,545</u>
 Total Grant Allocation	 \$844,941
- H. Approval of the Memorandum of Understanding between Middle Township Public School District, Upper Township Public School District, and Ocean City Public School District to join in a consortium for administration of NCLB Title III funding. This is necessary for us to retain our Title III NCLB funds being less than \$10,000 minimum.
Title III grant allocation as follows:

Middle Township	\$ 9,012
Ocean City	\$ 9,785
Upper	<u>\$ 1,545</u>
Total	\$20,342

Exhibit F 14:09:8/15/13
- I. An agreement between the Middle Township Board of Education and Cape Christian Academy for the School Year 2013-2014 Non-Public Entitlement.

Nursing Aid 20-509-213-100-77-99	\$ 6,176.00
Textbook Aid 20-501-100-640-77-99	\$ 4,388.00
Technology 20-510-100-610-77-99	\$ 1,600.00
- J. Approval for Shelly Hope, Special Education teacher at Cape Christian Academy (\$16,922. Paid out of IDEA and 192/193 account # 20-250-100-101-00-99).
- K. Approval of Dr. Raymond Marotta as School District Physician (\$17,500 Account 11-000-213-390-98-06).

L. The 2013-2014 IDEA Grant:

Basic	\$576,834
Pre-School	\$ 26,019

M. The Design Collaborative, Architects and Planners, P.A. to submit State Plan Number 3130-091-14-1001: Middle Township Elementary #4 Partial Reroofing and Replacement of Rooftop AC Unit to NJDOE seeking ROD Grant funding with local funding through a Capital Improvement Budget.

N. The contract between Middle Township Board of Education (sending district) and Gloucester County Special Services School District (receiving district) for the 13-14 school year for pupil(s) enrolled in the Extended School Year Program as part of the pupil's I.E.P. at a per diem rate of \$192.00 per day for up to 10 days.

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
- Y Stephanie Thomas
- Y Patricia Ziolkowski

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

A. Placement of the following Introductory Fieldwork (80 hours) applicant:

School:	The Richard Stockton College of NJ
Dates:	Fall 2013
Student:	Christine Rossi
Cooperating Teacher:	Kristin Stiles/ Middle School

School:	The Richard Stockton College of NJ
Dates:	9/16/13 to 12/11/13
Student:	Lauren Poirrier
Cooperating Staff:	Kim Fiore/ Elementary #2/ Grade 5

School: The Richard Stockton College of NJ
 Dates: 9/16/13 to 12/11/13
 Student: Samantha Filangieri
 Cooperating Staff: Michael Wilson/ High School/ Social Studies

- B. Approval of Lyn Langford as a doctoral student researcher with Northeastern University to conduct 8-10, 60 minute professional interviews with teacher participants regarding their learning and leadership experiences in professional learning communities during the 2012 to 2013 school year.
- C. The 2014 Holiday Schedule.
Exhibit A 14:04:8/15/13
- D. Resolution to approve the corrective action plan to address the issues raised in the Consolidated Monitoring Report as presented and discussed at the public board meeting on July 18, 2013.
Exhibit A 14:05:8/15/13
- E. Approval of the following teacher(s) as mentor(s) to novice teacher(s) for the 2013/2014 school year.

<u>Novice teacher</u>	<u>Mentor teacher</u>
1. Jennifer Sheeran	Susan Vallese/Elementary #2
2. Kimberly Banks	Susan Carlton/Elementary #1
- F. Authorization to the Design Collaborative to amend the LRFP to include project plan number 3130-080-13-1000: Middle Township Elementary School #1 Security Vestibule.
- G. Approval of Toni Johnson as the leadership mentor for Sharon Rementer who is enrolled in the Master of Arts in Educational Leadership program at Stockton College.

Motion:	Mr. Melchiorre	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
- 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:

Name: Jodi Lamoreux
Position: Teacher's Aide
Building: High School
Type: Resignation
Effective: 7/23/13

Name: Kathleen Watts
Position: Choir Director
Building: Elementary #2
Type: Resignation
Effective: 8/7/13

Name: Francis Fiore
Position: Coordinator of School Transportation Services
Building: Transportation
Type: Retirement
Effective: 7/1/13

Name: Donna Farrington
Position: Keyboarding Clerk I
Building: Administration
Type: Resignation
Effective: 8/30/13

B. The following substitute teachers: Amy McGarrity, Brian Allen, Ralph Hill, Elizabeth Merrill and Katerini Glourus.

C. The following substitute bus aides: Crystal Hamer, Deborah Daubert and Beth Colquhoun, and the following bus driver: Glen Douglass.

D. The following student worker at \$7.50 per hour: Conner Wynn

E. Employment of the following Certified Staff:

Name: Leeann Adams
Position: Kindergarten Teacher
Status: Long-term Substitute
Building: Elementary #1
Effective: September 1, 2013
Step/Salary: \$125.00 per day
Account: 11-120-100-101-00-01
Replacing: Jessica Groetsch

Name: Louis Vito
 Position: Teacher of Biology
 Status: Long-term Substitute
 Building: High School
 Effective: September 4, 2013
 Step/Salary: \$125.00 per day
 Account: 11-140-100-101-00-08
 Replacing: Angela Quintana

Name: Susan Blood
 Position: Teacher of Science
 Status: Long-term Substitute
 Building: Middle School
 Effective: September 30, 2013
 Step/Salary: \$125.00 per day
 Account: 11-130-100-101-00-04
 Replacing: Shannon Hunsicker

Name: Marcie Samartino
 Position: Special Education Teacher
 Status: Permanent
 Building: Elementary School #2
 Effective: Upon completion of criminal history background check
 Step/Salary: BA+15, Step 5/\$52,281.00
 Account: 11-212-100-101-00-02
 Replacing: Denise Badders
 Job Code: 1004

Name: Jennifer Sheeran
 Position: Elementary School Teacher
 Status: Permanent
 Building: Elementary School #2
 Effective: September 1, 2013
 Step/Salary: BA Step 1/\$50,903.00
 Account: 11-120-100-101-00-02
 Replacing: Melanie Lisitski
 Job Code: 1004

Name: Jessica Coyle
 Position: Special Education Teacher
 Status: Permanent
 Building: Middle School
 Effective: September 1, 2013
 Step/Salary: BA+15 - Step 3/\$51,881.00
 Account: 11-213-100-101-00-04
 Replacing: New Position
 Job Code: 1106

Name: Mary Rulon
 Position: Basic Skills Teacher
 Status: Part-time
 Building: Elementary School #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$21,724.00
 Account: 11-120-100-101-00-01
 Replacing: Katharine Schoyer
 Job Code: 1004

Name: Kimberly Banks
 Position: Second Grade Teacher
 Status: Permanent
 Building: Elementary #1
 Effective: September 1, 2013
 Step/Salary: BA+15 Step 1/\$51,481.00
 Account: 11-120-100-101-00-01
 Replacing: Susan Davis
 Job Code: 1004

Name: Katharine Schoyer
 Position: Elementary School Teacher
 Status: Permanent
 Building: Elementary #1
 Effective: September 1, 2013
 Step/Salary: BA Step 1/\$50,903.00 (**Corrected from last month**)
 Account: 11-120-100-101-00-01
 Replacing: Jamie Claus
 Job Code: 1004

F. Employment of the following Non-Certified Staff:

Name: Lisa Schweizer
 Position: Teacher's Aide
 Status: Part-Time – 29.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-01
 Replacing: Melissa Bock

Name: Candace Young-Fithian
 Position: Teacher's Aide
 Status: Part-Time – 29.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-01
 Replacing: Devin Quinn-Gibson

Name: Debra McCall
 Position: Teacher's Aide
 Status: Part-Time – 29.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-01
 Replacing: Susan Reder

Name: Amanda Conlow
 Position: Teacher's Aide
 Status: Part-Time – 29.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-01
 Replacing: New Position

Name: Ashley Graver
 Position: Teacher's Aide
 Status: Part-Time – 29.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-01
 Replacing: Sue Reder

Name: Yenitza Nieves
 Position: Teacher's Aide
 Status: Part-Time – 29.5 hours
 Building: Elementary #2
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-02
 Replacing: Anne Thompson

Name: Kaitlyn Sterling
 Position: Teacher's Aide
 Status: Part-Time – 19.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$8,638.00
 Account: 11-000-217-106-00-01
 Replacing: Crystal Bartleson

Name: Patricia Cullen
 Position: Teacher's Aide
 Status: Part-Time – 19.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check

Step/Salary: \$8,638.00
 Account: 11-000-217-106-00-01
 Replacing: Diane Mills

Name: Jocelyn Hagan
 Position: Teacher's Aide
 Status: Part-Time – 19.5 hours
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$8,638.00
 Account: 11-000-217-106-00-01
 Replacing: Kelly Bond

Name: John Beers
 Position: Security Guard
 Status: Permanent
 Building: District
 Effective: Upon completion of criminal history background check
 Pay Rate: \$11.42 per hour
 Account: 11-000-266-110-01-08
 Replacing: Michael Tubbs

Name: Doreen Swanson
 Position: Clerk Typist
 Status: Part-Time
 Building: Transportation
 Effective: August 20, 2013
 Step/Salary: \$19,928.00 (pro-rated)
 Account: 11-000-270-160-00-12
 Replacing: New Position

Name: Patricia Ryan
 Position: Payroll Supervisor
 Status: Permanent
 Building: Administration Building
 Effective: August 1, 2013
 Step/Salary: \$38,756.00
 Account: 11-000-251-105-00-05
 Replacing: Mary Kate Mathews-Garry

Name: Dawn Aftanis
 Position: Accounts Payable/Workers' Compensation Clerk
 Status: Permanent
 Building: Administration Building
 Effective: August 19, 2013
 Step/Salary: \$33,046.00 (pro-rated)
 Account: 11-000-251-105-00-05
 Replacing: Patricia Ryan

G. The following Schedule B Positions:

Name: Joseph Trombetta
 Position: Assistant Football Coach
 Building: High School
 Stipend: \$5,846.00

H. The following Instructional Supervisors for the 2013-14 school year:

Name	Title	Stipend
Rita Tice	H.S. Instructional Supervisor - Language Arts	\$4,000
Van Cathcart	H.S. Instructional Supervisor – Math	\$4,000
Connie Chabok	M.S. Instructional Supervisor	\$4,000
Ralph Nessler	M.S. Instructional Supervisor	\$4,000

I. The following supervisors of the PM program at \$100 per day as needed:

1. Rita Tice
2. Van Cathcart
3. Rachel Chew

J. The following teacher for PM school as needed at per diem hourly rate:

1. Robert Shamberg – Social Studies

K. The following Custodial transfers effective 8/19/2013:

Harry Smith High School to Elementary #2
 Stanley Bogan Elementary #2 to Elementary #1
 Ivan Soto Elementary #1 to High School

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
- Y Stephanie Thomas
- Y Patricia Ziolkowski

XVIII. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 8:34 p.m.

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

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary