

MIDDLE TOWNSHIP PUBLIC SCHOOLS

REGULAR BOARD MEETING

THURSDAY, DECEMBER 13, 2018

7:00 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

 P Dennis Roberts
 P George DeLollis
 P Calvin Back
 P Ed Dagney
 A Burgess Hamer
 P Gloria Hodges
 P James Norris
 A Renee Pettit
 P Patricia Taylor
 A Stephanie Thomas

ATTENDANCE

- P Dr. David Salvo, Superintendent of Schools
- A Diane Fox, School Business Administrator/Board Secretary
- P Dr. Toni Lehman, Director of Curriculum and Instruction
- P Robert F. Johnson, Director of Special Education
- P Christian Paskalides, Principal, Elementary #1
- P Nancy Loteck, Principal, Elementary #2
- P Jeffrey Ortman, Principal, Middle School
- P George West, Principal, High School
- A William Donio, Board Solicitor
- A Amy Elco, Board Solicitor

OTHERS

Vicki Walton, Assistant Board Secretary
Rebecca Winkelstein, Cooper Levenson Board Solicitor

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 19:06:12/13/18

V. PUBLIC COMMENT ON AGENDA ITEMS

Mr. Doniger, Rio Grande, asked why the electric is so high? Mr. Roberts responded that this has been discussed and explained before, and this is normal usage for the size of the high school and fields, etc.

Mr. Doniger also asked what is Preferred Health Care for? Dr. Salvo stated that it is nursing care for special needs students.

Lastly, Mr. Doniger asked what was Senior Travel for? Ms. Walton and Dr. Salvo informed him that it is for class trips, and this is reimbursed from the students.

VI. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – November 15, 2018
Exhibit M 19:09:12/13/18

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VII. CORRESPONDENCE

VIII. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 19:23:12/13/18
- B. Trip List
Exhibit S 19:24:12/13/18
- C. Discipline Report
Exhibit S 19:25:12/13/18
- D. Attendance Report
Exhibit S 19:26:12/13/18
- E. Fundraising Requests
Exhibit S 19:27:12/13/18
- F. H.I.B. Report – Confidential

IX. COMMITTEE REPORTS

- A. Curriculum Committee
- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee – December 6, 2018

Mr. DeLollis reported that the Extra-Curricular Committee met on December 6, 2018 and discussed the following items: Schedule B Recommendation and Club Trips which appear on tonight’s agenda, gym preparation for Winter Sports, Painting of Dugouts for spring, Boyd St./Shunpike Field Usage, District Winter Concert, Fundraisers, Additional Coaching Requests, Upcoming Special Events, Panther Media, Alumni Wall of Fame, Fall Coaches Evaluations, Healthy Roster Program, and 6:00 p.m. start time for 2019 Football Season.

Motion:	Mr. Back	Second:	Mr. Norris
Vote:	Voice	Carried:	Yes

- E. Facilities/Grounds/Real Estate Committee – December 11, 2018

Mr. Roberts reported that the Facilities Committee met on December 11th and discussed H.S. Parking Lot Light Bids, Field Lights for Shunpike, Elem. #1 Parking Lot Rebid, HVAC #1 Gym, Water Conditioner Quote for Shunpike Fields, Land Acquisition Request of Admin. Building, Financing for Future Facility Needs.

Motion:	Ms. Hodges	Second:	Mr. Norris
Vote:	Voice	Carried:	Yes

- F. Finance Committee
- G. Performing Arts Committee
- H. Policy Committee
- I. Staff Relations/Negotiations Committee – December 3, 2018

Dr. Salvo reported that the Staff Relations Committee met on December 3^d and discussed the following agenda items: Teacher Vacancies, Secretary request for time-off outside normal holiday schedule, Civil Service Promotions, MTEA Grievance, Review of MTEA, MTSSA, MTSBDA Contract Draft, and a family leave matter.

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

- 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 2018-2019 school year through November 30, 2018, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of November 30, 2018, 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, 2018, Report of the Secretary for the 2018-2019 school year, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c), the Board certifies that as of November 30, 2018, 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, 2018, Report of Cash Funds for the 2018-2019 school year. It is in agreement with the November 30, 2018, Report of the Secretary, pending audit.

Report of the Secretary – November 30, 2018

Exhibit B 19:11:12/13/18

Report of Cash – November 30, 2018

Exhibit B 19:12:12/13/18

Motion:	Ms. Hodges	Second:	Mr. Norris
Vote:	Roll Call	Carried:	Yes

- Y Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Ed Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y James Norris
- A Renee Pettit
- Y Patricia Taylor
- A Stephanie Thomas

XI. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 19:23:12/13/18
- B. Bill List/Additional Bill List/PAC Bill List
Exhibit F 19:24:12/13/18
- C. PAC Contracts – None
- D. Award the Parking lot lighting replacement at Middle Township High School to Janney Electric accepting the base bid with the allowance and Alternate AB-1 and Alternate AB-3. The breakdown as follows:

Base Bid	\$135,900
AB-1	(35,000)
AB-3	7,500
Total Bid Award	\$108,400
- E. Permission to move \$266,000 back to maintenance reserve, as the bid pricing is under the estimated budget.
- F. The following tuition contracts between sending districts and Middle Township Board of Education (receiving) for homeless students, for educational services. Sending district agrees to pay Middle Township Board of Education the tuition on a monthly basis.

Homeless Contracts

Sending District	Students	Annual tuition
Commercial	AK	\$3,737.10 partial
Commercial	DL	\$2,406.25 partial
Deerfield	JG	\$12,457.00
Egg Harbor	AD	\$4,359.95 partial

<u> </u>	A	Renee Pettit
<u> </u>	Y	Patricia Taylor
<u> </u>	A	Stephanie Thomas

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

A. The second reading of the following policies and regulations:

- P & R 1613 Disclosure and Review of Applicant’s Employment History (M) (New)
- P 5512 Harassment, Intimidation, and Bullying (HIB) (M) (Revised)
- R 5512 Harassment, Intimidation, or Bullying Investigation Procedure (M) (Abolished)
- P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

B. The following fieldwork/student placement:

School: Eastern University
 Dates: 1/16/19 to 5/2/19
 Student: Christopher Branigan
 Staff: Matthew Wolf (H.S. P.E.)

C. Permission to accept the Bayshore Center at Bivalve’s granted after school program “Water, What About Water?” program. The program will be presented at the MLK center once a week Feb. 26, 2019 through May 7, 2019.

Exhibit A 19:09:12/13/18

D. The change in timeframe for the Italian Club trip to Italy from the Summer of 2019 to Summer of 2020.

E. The request for the Theatre Club trip to London for the Summer of 2020.

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

<u> </u>	Y	Dennis Roberts
<u> </u>	Y	George DeLollis
<u> </u>	Y	Calvin Back
<u> </u>	Y	Ed Dagney
<u> </u>	A	Burgess Hamer
<u> </u>	Y	Gloria Hodges
<u> </u>	Y	James Norris
<u> </u>	A	Renee Pettit

Y Patricia Taylor
A Stephanie Thomas

XIV. PERSONNEL

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

All new hires are pending criminal background check and subject to N.J.S.A. 18A: 6-7 to N.J.S.A. 18A:6-7.13

A. The following Resignations/Retirements:

Name: Suzette Edmunds
 Position: Teacher’s Aide – 29.5 hours
 Building: High School
 Type: Resignation
 Effective: December 31, 2018

Name: Joan Standish
 Position: Teacher’s Aide – 29.5 hours
 Building: Elementary #2
 Type: Retirement
 Effective: December 31, 2018

B. The following substitute teachers:

Name	Cert.	Pay
Elizabeth Boyer	Teacher Cert	\$90
Tatiana Romanova	Sub Cert	\$85
Tamara Snyder	Sub Cert	\$85
Allison Perrotta	Sub Cert	\$85
Mark Logan	Sub Cert	\$85

C. The following substitute bus aides: Maureen Smith and Joan Bennis

D. The following leaves of absence:

Janice Ricci – On FLA from 12/10/18 as needed intermittently, not to exceed 60 days.

Crystal Hutchinson – On FMLA from 11/26/18 through 1/1/19 paid using sick days.

Ellen Groff – On FMLA paid using sick days from 11/22/18 through 1/29/19.

E. The following transfer:

Name: Katie Cruz
 Previous Position: Elementary School Teacher – Grade 4
 New Position: Special Education Teacher – Grade 4
 Status: Permanent
 Building: Elementary #2
 Effective: January 1, 2019
 Salary: No Change
 Replacing: Kathy Kehm
 Account: 11-120-100-101-00-02

F. Employment of the following Certified Staff:

Name: Christopher Hagan
 Position: Elementary School Teacher
 Status: Long-Term Substitute
 Building: Elementary #1
 Effective: November 27, 2018
 Salary: \$125 per day
 Account: 11-120-100-101-00-01
 Replacing: Crystal Hutchinson

Name: Carrie Goodman
 Position: Elementary School Teacher – Grade 4
 Status: Permanent
 Building: Elementary #2
 Effective: January 1, 2019
 Salary: MA-14/\$69,663.00
 Account: 11-120-100-101-00-02
 Replacing: Katie Cruz

Name: Harlee Fisher
 Position: Elementary School Art Teacher – Grades 3-5
 Status: Permanent
 Building: Elementary #2
 Effective: January 1, 2019
 Salary: BA-1/\$54,939.00
 Account: 11-120-100-101-00-2
 Replacing: Richard Horn

Name: Susan Germscheid
 Position: P.T. Teacher of ESL
 Status: Permanent
 Building: Elementary #2
 Effective: January 1, 2019
 Salary: MA-Step 3-4/\$46,465.60 (81.5%)
 Account: 11-120-100-101-00-02
 Replacing: Nancy Johnson

G. Employment of the Non-Certified Staff:

Name: Rosa Carpenter
Position: Teacher's Aide – 29.5 hours
Status: Permanent
Building: Elementary #1
Effective: TBD
Salary: \$14,860.00
Account: 11-000-217-106-00-01

H. The following Schedule B Positions:

Name: Brynn Caraballo
Position: Assistant Girls Basketball Coach
Building: High School
Stipend: \$6,271.00

Name: Robert Wishart
Position: Head Co-Ed Volleyball Coach
Building: Middle School
Stipend: \$2,145.00

Name: Mary Ecklund (Pending Sub Cert.)
Position: Winter Guard Advisor
Building: High School
Stipend: \$4,606.00

Name: Julie Seitz
Position: Child Nutrition Certifier
Building: District
Stipend: \$2,310.00

I. The following volunteer(s):

Name: Renea Wing
Position: Volunteer High School Girls Basketball
Building: High School

J. The following H.S. Business Management Curriculum writing hours @ \$30.00 per hour for 5 hours each:

1. Eric Springer
2. Rob Heck

K. Compensation of Cynthia Dykhouse at \$500 to coordinate the DLM (Dynamic Learning Maps) Testing in English Language Arts, Math, and Science.

L. Approval of the following curriculum writing hours @ \$30.00 per hour:

Grade HS- Advanced Video-20 Hours
Jackie Buckingham

Grade HS- Web Page Design-20 Hours
Melanie Collette

- M. The following certificated teacher as mentor to novice teacher for one year beginning January 1, 2019:

<u>Novice Teacher</u>	<u>Mentor Teacher</u>
Harlee Fisher	Susan Vallese

- N. The status change of Patrick Vendetta, Security Guard, from permanent status to substitute status effective December 17, 2018.

Motion:	Mr. Norris	Second:	Ms. Hodges
Vote:	Roll Call	Carried:	Yes

- Y Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- N Ed Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y James Norris
- A Renee Pettit
- Y Patricia Taylor
- A Stephanie Thomas

XV. STUDENT PLACEMENT

- A. The placement of student listed below as tuition student at Out of District location for the 2018-2019 school year. Name on file in the Office of the Superintendent.

<u>School Name</u>	<u>Student</u>	<u>Tuition</u>
Burlington County SSD	181909	\$48,747.00
Burlington County SSD	181910	\$48,747.00
CEA School	181909	\$17,130.40 (ESY)

Motion:	Ms. Hodges	Second:	Mr. Norris
Vote:	Roll Call	Carried:	Yes

- Y Dennis Roberts
- Y George DeLollis
- Y Calvin Back
- Y Ed Dagney
- A Burgess Hamer
- Y Gloria Hodges
- Y James Norris

<u> </u>	Renee Pettit
<u> </u>	Patricia Taylor
<u> </u>	Stephanie Thomas

XVI. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Melanie Collette made comment that she does not see increasing numbers of hiring minorities. Ms. Hodges responded that we are making great progress on this and working diligently through our Equity Committee. Ms. Collette offered to help recruit minorities.

Mr. Doniger asked about the lighting at the ball fields, can they be shared? Mr. Roberts stated that this is part of the referendum and costs are being considered.

Mr. Doniger asked why the air conditioning at the #1 School was being done now after the retro-fit? Mr. Roberts stated that the board intentionally left this for the end of the project to ensure that there were enough available funds.

XVII. BOARD COMMENT

Ms. Hodges stated that she is delighted with how well the administrators have worked to decrease the number of discipline cases in the district.

XVIII. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at

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

Respectfully Submitted,

Vicki Walton
Assistant Board Secretary