

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, JANUARY 17, 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, and 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
 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
- A Lyn Langford, Director of Curriculum and Instruction
- P Christian Paskalides, Principal, Elementary #1
- A Douglas Penkethman, Principal, Elementary #2
- A 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. Richard Sterling and Band Members – Report from Trip to Disney World
- B. 2012-2013 Report Period - Report of Violence, Vandalism, Substance and Weapons Offenses and Harassment, Intimidation or Bullying (HIB) and HIB Training and Program – Michael J. Kopakowski
Exhibit P 13:03:1/17/13
 - 1. Motion was made to accept the 2012-2013 Report Period - Report of Violence, Vandalism, Substance and Weapons Offenses and Harassment, Intimidation or Bullying (HIB) and HIB Training and Program as presented by Mr. Kopakowski.

Motion:	Ms. Thomas	Second:	Ms. Koch
Vote:	Voice	Carried:	Yes

V. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 13:07:1/17/13

VI. PUBLIC COMMENT ON AGENDA ITEMS

No comments were made.

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – December 13, 2012
Exhibit M 13:13:1/17/13
- B. Closed Meeting Minutes – December 13, 2012
Exhibit M 13:14:1/17/13
- C. Regular Organizational Meeting Minutes – January 7, 2013
Exhibit M 13:15:1/17/13
- D. Closed Organizational Meeting Minutes – January 7, 2013
Exhibit M 13:16:1/17/13

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VIII. CORRESPONDENCE

None

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 13:19:1/17/13
- B. Trip List
Exhibit S 13:20:1/17/13
- C. Attendance Report
Exhibit S 13:21:1/17/13
- D. Discipline Report
Exhibit S 13:22:1/17/13

X. COMMITTEE REPORTS

- A. Curriculum Committee
- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee
- E. Facilities/Grounds/Real Estate Committee – January 16, 2013

Mr. Roberts reported that the Facilities Committee met on January 16th and discussed the following items: Concord Engineering (HVAC Project), wireless internet proposals, school security survey, energy audit results, M.S. load

imbalance, Indoor Air Quality Survey Reports and a shared services bid from Middle Township.

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

THE FOLLOWING MOTION WAS MADE:

- 1. Motion was made to accept the quote from RFP to provide wireless access to 5 buildings and the necessary switching. The total quote is \$195,221 under state contract.

Motion: Mr. DeLollis 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
- Y Stephanie Thomas
- Y Patricia Ziolkowski

- F. Finance Committee
- G. Performing Arts Committee
- H. Policy Committee
- I. Staff Relations/Negotiations Committee
- J. Transportation Committee – January 7, 2013

Mr. Hamer reported that the Transportation Committee met on January 7th and discussed the following items: Advertising on school buses, TransFinder program, the possible purchase of security cameras for school buses and the civil service status of two transportation department positions.

Motion: Mr. Roberts **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 2012-2013 school year through November 30, 2012, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of November 30, 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 November 30, 2012, 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 November 30, 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 November 30, 2012, Report of the Treasurer of School Funds for the 2012-2013 school year. It is in agreement with the November 30, 2012, Report of the Secretary, pending audit.
- D. The Monthly Budget Reports for the 2012-2013 school year through December 31, 2012, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of December 31, 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).
- E. The December 31, 2012, 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 December 31, 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.
- F. That the Board approve the December 31, 2012, Report of the Treasurer of School Funds for the 2012-2013 school year. It is in agreement with the December 31, 2012, Report of the Secretary, pending audit.

Report of the Secretary – November 30, 2012

Exhibit B 13:11:1/17/13

Report of the Treasurer – November 30, 2012

Exhibit B 13:12:1/17/13

Report of the Secretary – December 31, 2012

Exhibit B 13:13:1/17/13

Report of the Treasurer – December 31, 2012

Exhibit B 13:14:1/17/13

Motion: Mr. Roberts Second: Mr. Hamer
 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
- X Patricia Taylor (Abstain)
- Y Stephanie Thomas
- Y Patricia Ziolkowski

XII. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 13:20:1/17/13

- B. Bill List - Additional Bill List
Exhibit F 13:21:1/17/13

- C. Approval to pay the following teaching staff members out of Title IIA funds:
Elementary #1
 Lisa Ludman
 Jamie Claus (replaces David DelConte)
 Account # 20-274-100-101-00-01 \$91,500

- D. Accept the final Energy Audit as prepared by Dome-Tech Group and approved by TRC Energy Services for reimbursement of the audit fee of \$24,595.
Exhibit F 13:22:1/17/13

- E. The use of ABC Consultants, LLC to provide services as needed at the following rates:

Behavioral and Educational Consultation	\$130 p/hr
Functional Behavioral Assessment	\$1,300
Curriculum-based Assessment	\$1,300
Full-day Professional Development (workshop/in-service)	\$1,300
Half-day Professional Development (workshop/in-service)	\$650
Full-day CP/I certification/re-certification training	\$1500

Motion: Ms. Thomas 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
- Y Stephanie Thomas
- Y Patricia Ziolkowski

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

- A. The Learning Focused training for Melanie Lisitski at a total of \$143.90. Account #11-000-221-320-00-05
- B. To adopt the Dr. Robert Marzano Causal Teacher Evaluation Model and rating scale.
- C. To accept the donation of the StarLab from the County AVA Commission. The Middle Township Board of Education will accept all responsibility for maintenance and upkeep of the equipment.

Motion: Ms. Thomas 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

XIV. PERSONNEL

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

A. The following leave(s) of absence:

Kelsey Acker – From 1/8/13 through 1/22/13; paid; using sick days and FMLA.

Lacey Huff – Amended – To be extended to the end of the school year (board requested leave)

Sonja Jackson – From 1/17/13 to 2/19/13 using 7 personal days; then unpaid (board requested leave).

Angela Mattera – Amended - From 1/9/13 through 3/30/13 with pay using FMLA; and 3/31/13 through end of school year without pay using FLA.

B. The following retirements/resignations:

Name: Barbara Walsh
Position: Senior Custodial Worker
Building: Elementary #2
Type: Retirement
Effective: March 1, 2013

C. The following substitute teachers: Gary Bolon, Natallia Webster, Kirsten Skrabonja, Meghan Hood, and Dana Martino

D. The following substitute bus aide: Nancy Mohan and Everett Garrison

E. The following substitute custodians: Robert Graci

F. The following substitute bus drivers: Stephen Davis, George Spadea, Steven Fawley, Marie Selvato, and Kevin Wiley

G. The following fieldwork placement:

School: The Richard Stockton College of New Jersey
Dates: Spring 2013 – January 22 to May 6, 2013 (80 hours)
Student: Ashlee Brown
Cooperating
Teacher: Paul Schirmer/ Grade 4

School: The Richard Stockton College of New Jersey
Dates: Spring 2013 – January 22 to May 6, 2013 (80 hours)
Student: Gabrielle Haberman
Cooperating
Teacher: William Handley/ Grade 7

School: The Richard Stockton College of New Jersey
Dates: Spring 2013 – January 22 to May 6, 2013 (80 hours)
Student: Kevin Poltorak
Cooperating
Teacher: Donia Mills/ Grade 6

School: Inter American University of Puerto Rico/Arecibo Campus
Dates: Winter 2013
Student: Yenitza Nieves
Cooperating
Teacher: Elementary #2/Clare O'Dea

School: Liberty University
Dates: Winter 2013
Student: Richard Decker
Cooperating
Teacher: Cami Walter/ High School English

- H. The following staff members to tutor at the Middle Township High School Homework Club \$30.00 per hour.
1. Camala Walter
 2. Melanie Collins
- Account # 20-231-100-101-10-02

- I. The following personnel transfer effective January 23, 2013:

Name: Melanie Lisitski
New Position: Elementary School Teacher
Previous Position: Technology Teacher
New Location: Elementary School #2
Previous Location: Middle School
Account: 11-120-100-101-00-02
Salary: No Change

- J. Employment of the following Certified Staff:

Name: Melanie Lisitski
Position: Instructional Supervisor
Status: Permanent
Building: Elementary School #1 and Elementary School #2
Effective: January 21, 2013
Step/Salary: \$4,000.00
Account: 20-231-100-101-20-04
Replacing: David DelConte
Job Code: 0303

Name: Jennifer Mauroff
Position: Speech Language Specialist
Status: Long-Term Substitute
Building: Elementary School #1

XV. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Ms. Rosie Jefferson, Cape May Court House, addressed the Board concerning security issues in light of what happened at Sandy Hook Elementary School. She spoke about an incident she experienced in October at the Middle School. She found the front door of the building propped open which allowed anyone to access the building. She asked the board to equip all secretaries with the ability to open doors from any desk in the office. She was glad to hear that the Board is already taking action on this as reported in the security report.

XVI. BOARD COMMENT

Mr. Kopakowski told Ms. Jefferson that he would look into the issue and reassured her that the board is looking into various security measures.

THE FOLLOWING MOTION WAS MADE:

1. Motion authorizing the Gazette as the second official newspaper of record for the district.

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

- Y 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

XVII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:43 p.m. for approximately 30 minutes for

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

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

XVIII. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 9:40 p.m.

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

XIX. ACTION ON EXECUTIVE SESSION ITEMS AS APPROPRIATE

A. Motion was made to accept the 12/13/12 Harassment, Intimidation and Bullying Report.

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

- Y 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

XX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 9:41 p.m.

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

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary