

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, FEBRUARY 20, 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
 A Patricia Ziolkowski

ATTENDANCE

- P Michael J. Kopakowski, Superintendent
- P Dr. David Salvo, Assistant Superintendent for Support Services
- A Diane Fox, School Business Administrator/Board Secretary
- P Lyn Langford, Director of Curriculum and Instruction
- P Christian Paskalides, Principal, Elementary #1
- A Douglas Penkethman, Principal, Elementary #2
- P Toni Johnson, Principal, Middle School
- P Frank Riggitano, Principal, High School (Arrived 7:55)
- P William Donio, Board Solicitor
- A Amy Houck, Board Solicitor

OTHERS

Van Cathcart, Assistant Principal, High School
 Vicki Walton, Assistant Board Secretary

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. Resolution Honoring Board of Education Member Andre' Hodges
Exhibit P 14:05:2/20/14
- B. 2013-2014 Report Period 1 Report of Violence, Vandalism, Substance and Weapons Offenses and Harassment, Intimidation or Bullying (HIB) and HIB Training and Programs – David Salvo
Exhibit P 14:06:2/20/14
 - 1. Motion was made to accept the 2013-2014 Report Period 1 – Report of Violence, Vandalism, Substance and Weapons Offenses and Harassment, Intimidation or Bullying (HIB) and HIB Training and Programs as presented by Dr. David Salvo

MOTION TO ACCEPT THE PERIOD 1 REPORT

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

V. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 14:08:2/20/2014

VI. PUBLIC COMMENT ON AGENDA ITEMS

Mr. Donniger asked about the expenses of the HVAC work and The Piano Doctor.

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – January 16, 2014
Exhibit M 14:18:2/20/2014
- B. Closed Meeting Minutes – January 16, 2014
Exhibit M 14:19:2/20/2014

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VIII. CORRESPONDENCE

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 14:25:2/20/2014
- B. Trip List
Exhibit S 14:26:2/20/2014
- C. Attendance Report
Exhibit S 14:27:2/20/2014
- D. Discipline Report
Exhibit S 14:28:2/20/2014

X. COMMITTEE REPORTS

- A. Curriculum Committee – February 12, 2014

Ms. Thomas reported that the Curriculum Committee met on February 12th and discussed the following: Grade 6 – 12 Articulation Meeting, Growth Mindset in Schools, H.S. Course Levels, Progressive Science Initiative, H.S. Career Day, and Health/P.E. Curriculum.

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

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 January 31, 2014, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of January 31, 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 January 31, 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 January 31, 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 January 31, 2014, Report of Cash Funds for the 2013-2014 school year. It is in agreement with the January 31, 2014, Report of the Secretary, pending audit.

Report of the Secretary – January 31, 2014

Exhibit B 14:15:2/20/2014

Report of Cash – January 31, 2014

Exhibit B 14:16:2/20/2014

Motion:	Mr. Bakley	Second:	Mr. Hamer
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
- A Patricia Ziolkowski

XII. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 14:30:2/20/2014

Y	Burgess Hamer
Y	Linda Koch
Y	Andrew Melchiorre
Y	Patricia Taylor
Y	Stephanie Thomas
A	Patricia Ziolkowski

XIII. ADMINISTRATION

Be it resolved that the Board of Education approves:

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

- Policy 2363 - Pupil Use of Privately-Owned Technology
 - Policy 1240 - Evaluation of Superintendent
 - Regulation 1240 - Evaluation of Superintendent
 - Policy 3142 - Nonrenewal of Nontenured Teaching Staff Member
 - Regulation 3142 - Nonrenewal of Nontenured Teaching Staff Member
 - Policy 3144 - Certification of Tenure Charges
 - Regulation 3144 - Certification of Tenure Charges
 - Policy 4146 - Nonrenewal of Nontenured Support Staff Member
 - Regulation 4146 - Nonrenewal of Nontenured Support Staff Member
 - Policy 3221 - Evaluation of Teachers
 - Regulation 3221 - Evaluation of Teachers
 - Policy 3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
 - Regulation 3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
 - Policy 3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
 - Policy 3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
 - Policy 3224 - Evaluation of Principals, Vice Principals, and Assistant Principals
 - Regulation 3224 - Evaluation of Principals, Vice Principals, and Assistant Principals
- Exhibit A 14:22:1/7/14**

B. Placement of the following Health & Physical Education Junior Experience student:

School: Rowan University
 Dates: Spring 2014:
 A (2/3/2014 – 3/12/2014) Elem. #2
 B (3/24/2014-4/30/2014) Middle School
 Student: Megan A. Russ
 Cooperating Staff: Michelle Hockenberry - Elementary #2
 Tracy Hall &/or Debbie Tweed – Middle School

C. The newly updated and revised Transportation Department Employees Manual.
Exhibit A 14:23:1/7/14

D. Approval of the adoption of Health & Physical Education Curriculum Grades K to 12. (Display copy on table)

Motion: Ms. Thomas 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
- A Patricia Ziolkowski

XIV. PERSONNEL

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

A. The following retirements/resignations/terminations:

Name: Eileen Douglass
Position: Secretary
Building: Middle School
Type: Retirement
Effective: June 30, 2014

Name: William Speziale, Sr.
Position: Bus Driver
Building: Transportation
Type: Resignation/Reassignment
Effective: January 14, 2014

Name: Caren Quinn
Position: Elementary School Teacher
Building: Elementary #2
Type: Retirement
Effective: July 1, 2014

B. The adjustment of Jeanne Donohue's employment status from 10-month, 29.5 hours per week, part-time keyboard clerk 1 to 12-month, 35 hours per week, full-time keyboard clerk 1 at a prorated salary of \$23,444.00, effective February 21, 2014.

C. The following leave(s) of absence:

Robin Lomot – On FMLA from 1/29/14 through 2/29/14 using 18.25 personal days and 2.75 days unpaid. (Pending certification from doctor on RTW)

Rosslyn Cade – On FMLA from 1/30/14 through 2/13/14 unpaid.

Donna Ewing – On FMLA from 1/13/14 to 3/10/14 using sick days

Mary Rulon – On Board approved leave from 5/1/14 to end of school year, unpaid.

Donna Civera – *Amended* - On FMLA from 11/19/14 through undetermined, using sick days, then unpaid.

D. The following substitute teachers: Laura Pelouze, Angela LoBiondo and Joseph Lehman, Sr.

E. The following substitute custodian: Robert Whitekettle

F. The following substitute bus driver: Rodney Gibson

G. To amend the salary of the following previously approved employee:

Name: Melodee Hickman
Position: Teacher of English as a Second Language
Status: Part-time (29.5)
Building: Elementary School #1
Effective: January 21, 2014
Step/Salary: MA Step 10/\$44,500.63 (81.5% Employee) **Amended**
Account: 11-240-100-101-00-02
Replacing: Katarzyna Liu
Job Code: 1485

H. Employment of the following Certified Staff:

Name: Dana Quigley
Position: Elementary School Special Education Teacher
Status: Long-Term Substitute
Building: Elementary #1
Effective: February 18, 2014
Step/Salary: \$125.00 per day
Account: 11-120-100-101-00-01
Replacing: Theresa Clark

I. Employment of the following Non-Certified Staff:

Name: Jennifer Kabusk
Position: Teacher's Aide
Status: Part-Time – 29.5 hours per week
Building: Elementary School #1

Effective: Upon completion of criminal history
Step/Salary: \$13,180.00 (pro-rated)
Account: 11-000-217-106-00-01
Replacing: Janet Loefflad

Name: Dawn DeVico
Position: Acting Coordinator of School Transportation Services
Status: Full-Time
Building: Transportation Department
Effective: February 21, 2014
Step/Salary: \$50,000.00 (pro-rated)
Account: 11-000-270-160-00-12
Replacing: Robert Willins

Name: Colleen Vivarina-Longo
Position: Keyboarding Clerk 1
Status: Permanent – Full-Time
Building: Transportation
Effective: February 21, 2014
Step/Salary: \$23,440.00
Account: 11-000-270-160-00-12
Replacing: Doreen Swanson

J. The following personnel transfer:

Name: William Speziale, Sr.
New Position: Bus Aide
Previous Position: Bus Driver
New Location: Transportation
Previous Location: Transportation
Account: 11-000-270-161-00-12
New Salary: \$15.46 per hour
Previous Salary: \$21.65 per hour

K. Employment of the following Schedule B Positions:

Name: Nancy Simmerman
Position: Website Coordinator
Building: Elementary #1
Stipend: \$750.00

Name: Jay Wynn
Position: Website Coordinator
Building: Elementary #2
Stipend: \$750.00

Name: Heather Chew
Position: Website Coordinator
Building: Middle School
Stipend: \$750.00

School Name	Number of Students	Tuition
YCS – Ernest Masy Ac.	1 (BG)	\$28,000.44
YALE School East	1 (JS)	\$46,962.00

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
- A Patricia Ziolkowski

XVI. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Ms. Carey asked about protocol and procedures for the hiring of substitutes. She stated that the substitutes need an advocate and have no representation.

Ms. Fleming asked about the sex education content. She stated that there should be a presentation for parents to sit in a classroom and see how the curriculum is being presented to their children.

XVII. BOARD COMMENT

XVIII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:50 p.m. for approximately 30 minutes for

1. H.I.B.
2. Litigation

Motion: Second:
 Vote: Voice Carried:

XIX. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 9:55 p.m.

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

1. A Motion was made to approve Marathon Engineering and Environmental Services, Inc. to act as the LSRP for the 6,500 gallon No. 2 heating oil UST removed on March 13, 1991 at the Middle Township Elementary #1 School on Eldredge Road. The total cost of this work will be \$11,175.

Motion: Mr. Roberts 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
- A Patricia Ziolkowski

2. A Motion was made to amend the following item:

Name: Dawn DeVico
Position: Acting Coordinator of School Transportation Services
Status: Full-Time
Building: Transportation Department
Effective: February 21, 2014
Step/Salary: \$60,000.00 (pro-rated) **Amended**
Account: 11-000-270-160-00-12
Replacing: Robert Willins

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

- Y Dennis Roberts
- Y George DeLollis
- N Calvin Back
- Y Robert Bakley II
- N Burgess Hamer
- Y Linda Koch
- Y Andrew Melchiorre

Y Patricia Taylor
Y Stephanie Thomas
A Patricia Ziolkowski

XX. ADJOURNMENT

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

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

Respectfully Submitted,

Vicki Walton
Assistant Board Secretary