

**MIDDLE TOWNSHIP PUBLIC SCHOOLS**

**REGULAR BOARD MEETING**

**THURSDAY, APRIL 19, 2018**

**7:01 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  
  P   Burgess Hamer  
  P   Gloria Hodges  
  P   James Norris  
  A   Renee Pettit  
  P   Patricia Taylor  
  P   Stephanie Thomas

## ATTENDANCE

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

### IV. INFORMATIONAL

- A. Sunshine Moments  
**Exhibit I 18:10:4/19/18**

### V. PUBLIC COMMENT ON AGENDA ITEMS

Mr. Doniger, Rio Grande, questioned the following:

- Item E on page 5 concerning Laura Bishop and what she was doing for the grant
- Bill list items concerning electricity and gas.

Dr. Salvo explained that Ms. Bishop and her firm were helping us with the planning process for the new recovery high school. The district received a grant for planning purposes of \$100,000 which Ms. Bishop's firm will create the brochures and publicity of the high school.

Mr. Roberts explained that the school participates in every possible funding opportunity to mitigate the increasing costs of energy to the district and monitors the bills closely as to usage.

### VI. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – March 22, 2018  
**Exhibit M 18:16:4/19/18**

B. Closed Meeting Minutes – March 22, 2018  
**Exhibit M 18:17:4/19/18**

**MOTION TO ACCEPT THE PREVIOUS MINUTES**

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

**VII. CORRESPONDENCE**

A. Correspondence included in packets

**VIII. REPORT OF THE SUPERINTENDENT**

- A. Use of Facilities Report  
**Exhibit S 18:42:4/19/18**
- B. Trip List  
**Exhibit S 18:43:4/19/18**
- C. Discipline Report  
**Exhibit S 18:44:4/19/18**
- D. Attendance Report  
**Exhibit S 18:45:4/19/18**
- E. Fundraising Requests  
**Exhibit S 18:46:4/19/18**
- F. H.I.B. Report – Confidential

**IX. COMMITTEE REPORTS**

A. Curriculum Committee – April 13, 2018

*Ms. Thomas reported that the Curriculum Committee met on April 13<sup>th</sup> and discussed the following items: National Honor Society, H.S. Scheduling, Alternative H.S., New Theater Program for Fall, M.S. WIN Program, 8<sup>th</sup> Grade Spanish, H.S. Physics, Curriculum Approval Items, PARCC Update, Stealth Update, Recovery H.S., Summer School, Credit Completion Seat time, Projected Curricula, Seal of Bi-Literacy, H.S. Portfolio Assessments, ACCC Dual Credit Courses, Gifted and Talented, STEAM, H.S. Open House, AP Summer Institute, SCIP Committee, Attendance and Absenteeism, Everyday Math 4, and Journeys Program.*

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

- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee

E. Facilities/Grounds/Real Estate Committee – April 17, 2018

*Mr. DeLollis reported on the April 17<sup>th</sup> Facilities Meeting. Discussed were the following items: Performing Arts Center HVAC Rooftop Unit, Referendum Project Change Order and Update, and summer projects to be undertaken.*

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

- F. Finance Committee
- G. Performing Arts Committee
- H. Policy Committee
- I. Staff Relations/Negotiations Committee - April 16, 2018

*Mr. Roberts reported that the Staff Relations Committee met on April 16<sup>th</sup> and discussed further MTEA negotiations, staff rehire lists for 2018-19, CST Speech/OT positions, Business Administrator’s Contract, and several personnel items.*

Motion:	Mr. Norris	Second:	Mr. Back
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 2017-2018 school year through March 31, 2018, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of March 31, 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 March 31, 2018, Report of the Secretary for the 2017-2018 school year, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c), the Board certifies that as of March 31, 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 March 31, 2018, Report of Cash Funds for the 2017-2018 school year. It is in agreement with the March 31, 2018, Report of the Secretary, pending audit.

Report of the Secretary – March 31, 2018  
**Exhibit B 18:19:4/19/18**

Report of Cash – March 31, 2018  
**Exhibit B 18:20:4/19/18**

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

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

**XI. FINANCIAL**

Be it resolved that the Board of Education approves:

- A. Transfer of Funds  
**Exhibit F 18:26:4/19/18**
- B. Bill List/Additional Bill List/PAC Bill List  
**Exhibit F 18:27:4/19/18**
- C. PAC Contracts – *None*
- D. The One-on-one Aide agreement with the Cape May County Technical School District to provide one-on-one aides for students M.P. and A.H.
- E. The contract for performance of services with Laura Bishop Communications to partner with the Recovery High School from January 1- June 30, 2018. Consultation fee of \$5,000 payable by invoice from Laura Bishop Communications from the state grant funding.
- F. Permission for the high school to apply for the Sustainable New Jersey Small Grant in the amount of \$10,000 and \$2,000 dollars. The grant is funded by Sustainable New Jersey and PSEG. If we are selected to receive one of the grants, the Middle Township School District would like to contract the services of Mr. Phil Boyt, author of School Culture by Design, to conduct Professional Development Training (Convocation Speaker on September 4th, 2018).
- G. Permission for the following four (4) teachers to attend I-Stem NASA Workshop at Goddard Space Flight Center 8800 Greenbelt Road Greenbelt, MD on April 27, 2018. Cost \$129.00 per person (Total \$516.00)

Teachers:

Kristina Ortman  
Gary Rhile  
Kelsey Champion  
Laura Lambert

- H. The following item declared surplus with no fair market value to be disposed of:  
One (1) - 4 Drawer Lateral File Cabinet – Tag #00271
- I. Permission for the following teachers to attend the AP Summer Institute for a cost of \$900 each:
  - 1. Mario Duca-AP Calculus BC-Rutgers University 7/30-8/2/2018
  - 2. Kristina Ortman-AP Physics-LaSalle University 7/16-7/19/2018
  - 3. Kimberly Moore-AP United States History-Camden County Community College-7-30-8-2-2018
- J. The tuition contract between Bridgeton City School District (sending) and Middle Township Board of Education (receiving) for three homeless students, AAP, LAP & RAP, for the 2017-2018 school year. Bridgeton City School District agrees to pay Middle Township Board of Education pro-rated tuition of \$11,785.20. Payments of \$3,928.40 commence monthly and terminate June 16, 2018.

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

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

**XII. REFERENDUM**

Be it resolved that the Board of Education approves:

- A. Update on Referendum – Diane Fox

- B. Bill List – Additional Bill List  
**Exhibit R 18:13:4/19/18**
- C. The agreement with Constellation Energy to remove conduit and wiring to accommodate roof replacement at Elementary #2. The total possible cost is \$194,723.00.
- D. The following change order:

Elementary #1 Contract with R. Wilkinson & Sons Construction

#	Reason	Amount	Addition to Contract	Deducted from General Allowance	Deducted from Steel Allowance
	Total Contract Cost		\$ 7,894,536.27		
	Contract allowance remain			\$ 8,836.24	\$ 551.05
GC-12	Asbestos removal Annex and Bus garage	\$ 47,050.54	\$ 47,050.54	\$ 4,381.99	
Totals			\$7,941,586.81	\$ 4,454.25	\$ 551.05

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

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

**XIII. ADMINISTRATION**

Be it resolved that the Board of Education approves:

- A. The following fieldwork placement:

School: Stockton University  
 Dates: September 4, 2018-December 8, 2018  
 Student: Caroline Bowman  
 Staff: Tim Moore (High School)

- B. The adoption of the following Middle Township curriculum:
  - 1. Science grades 3-5
  - 2. ESL grades 9-12
  
- C. The following Dual Credit Agreements between Atlantic Cape Community College and Middle Township High School for the 2018-2019 school year.
  - 1. French
  - 2. Spanish
  - 3. Biology 103
  
- D. The bylaw changes to the National Honor Society Requirements for the High School. (Exhibit displayed on table)
  
- E. Permission for the Stagecraft Theater Program at the High School to commence during the 2018-2019 school year.
  
- F. Permission for the WIN (What I Need) basic skills program at the Middle School to commence during the 2018-2019 school year.
  
- G. Permission for the re-institution of Spanish I for 8<sup>th</sup> graders at the Middle School to commence during the 2018-2019 school year.
  
- H. Permission to offer Credit Completion at the High School during the week of June 25, 2018.
  
- I. The after school STEM/STEAM program at Elementary #2 for the 2018-2019 school year.
  
- J. The first reading of the following revised policy:

Policy 7446 School Security Program  
**Exhibit A 18:23:4/19/18**

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

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



Y Patricia Taylor  
Y Stephanie Thomas

**XIV. PERSONNEL**

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

A. The following Resignations/Retirements:

Name: Alexis DeRemigi  
Position: Teacher’s Aide  
Building: Elementary #1  
Type: Resignation  
Effective: March 31, 2018

Name: Douglas Penkethman  
Position: Principal  
Building: Elementary #2  
Type: Retirement  
Effective: July 1, 2018

Name: Allison Arzola  
Position: Teacher’s Aide  
Building: Elementary #2  
Type: Resignation  
Effective: May 19, 2018

B. The following leave(s) of absence:

Michael Peck – On FMLA paid using sick days from 4/9/18 through 5/1/18; subject to change.

Nancy Polt – On FMLA paid using sick days from 3/26/18 through 5/19/18; subject to change.

Toni Lehman – On FMLA paid using sick days from 5/31/18 through 6/13/18; Subject to change

C. The following substitute bus driver: Anthony Monte

D. The following student worker at \$8.60 per hour for PAC technical work: Alan Rendzak

E. Employment of the following Certified Employees:

Name: Sondra McNicholas

Position: L.T. Substitute - Math  
 Building: Middle School  
 Effective: April 10, 2018  
 Salary: \$125 per day  
 Account: 11-209-100-101-00-04  
 Replacing: Jessica Douglass

Name: Amanda Crafts  
 Position: L.T. Substitute - Literacy  
 Building: Middle School  
 Effective: April 30, 2018  
 Salary: \$125 per day  
 Account: 11-209-100-101-00-04  
 Replacing: Jessica DeBiase

Name: Gail Pavlik  
 Position: School Nurse – P.T.  
 Building: Cape Christian Academy  
 Effective: TBD (Pending criminal clearance)  
 Salary: TBD - Funded by Grant  
 Account: 20-509-213-101-77-99

~~F. The 2018-2019 Staff Rehire Lists:~~

~~**Exhibit H 18:01:4/19/18**~~

- G. Payment of the stipend allocation for the Instructional Administrator and Administrative Assistant through a grant funded by the New Jersey Department of Education for the Recovery High School Planning Process Grant.

The allocation would be as follows:

Instructional Administrator, Dr. Toni Lehman- \$7,500  
 Administrative Assistant, Ms. Megan Odom- \$7,500

- H. Employment of the new Title I tutor at Cape Christians follows:

Name: Brenda Harrison  
 Position: NCLB-Title I tutor  
 Status: Part-Time  
 Building: Cape Christian Academy  
 Effective: March 5, 2018  
 Salary: \$30.00 per hour  
 Account: NCLB Title I, 20-231-100-106-98-05

- I. The following certificated teachers as mentors to novice teachers for the 2017/2018 school year.

Novice Teacher	Mentor Teacher
Robert Edwards-MS	Donia Mills-MS

Shannon Quesenberry-MS	Chris White-MS
Andrea Reder-Elem #2	Cyndi Dykhouse-Elem #2

- J. The advancement in salary due to completion of additional credits for Roberta Pruszinski from BA-13/\$64,282 to MA-13/\$65,956 (17/18 rate) effective 9/1/18.

*Mr. Penkethman spoke regarding his decision to retire. He thanked Mr. Back for giving him his first opportunity to serve Middle Township and stated that it has been an honor and privilege to work with the Board and the whole administration team for all his years in the district.*

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

***(Item F was pulled to be discussed in closed session)***

- Y Dennis Roberts
- Y George DeLollis (Abstained from all items except for D.P.- Letter A)
- Y Calvin Back
- Y Ed Dagney
- Y Burgess Hamer
- Y Gloria Hodges
- Y James Norris
- A Renee Pettit
- Y Patricia Taylor
- Y Stephanie Thomas

**XIV. PUBLIC COMMENTS ON NON-AGENDA ITEMS:**

Cierra Godwin, Cape May Court House, expressed her concerns regarding her substitute status as a bus aide and what she feels is disrespect from the staff in the transportation department.

Ms. Loretta Carey, Cape May Court House, questioned Mr. Roberts about the letter that she sent to him and why he did not respond to said letter. She further stated that the district was to mail any correspondence to her house and no one is to deliver anything to her house again. The district must respect her and her wishes.

Mr. Roberts explained that the letter that she received was in response to her letter. It came from Dr. Salvo as the board cannot engage in any correspondence, they only operate as a board when together at the meetings.

**XV. BOARD COMMENT**

None

**XVI. RECESS INTO EXECUTIVE SESSION**

Motion was made to move to closed session at 7:44 p.m. for approximately 10 minutes for

1. Personnel

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

**XVII. RECONVENE TO REGULAR SESSION**

Motion was made to reconvene to regular session at 7:57 p.m.

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

**1. Motion was made to approve the 2018-2019 Staff Rehire List.**

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

- Y   Dennis Roberts (Abstained from S.R.)
- X   George DeLollis (Abstained from all)
- Y   Calvin Back
- Y   Ed Dagney (Abstained from C.D.)
- Y   Burgess Hamer
- X   Gloria Hodges (Abstained)
- Y   James Norris
- A   Renee Pettit
- X   Patricia Taylor (Abstained)
- Y   Stephanie Thomas

**XVIII. ADJOURNMENT**

Motion to adjourn the regular meeting of the Board of Education meeting at 8:00 p.m.

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

Respectfully Submitted,

Diane S. Fox  
School Business Administrator/Board Secretary