

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, SEPTEMBER 15, 2016
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 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
 A Calvin Back
 P Robert Bakley II
 P Edward Dagney
 P Burgess Hamer
 P Gloria Hodges
 P Patricia Taylor
 P Stephanie Thomas
 P Jeffrey Trout

ATTENDANCE

- P Dr. David Salvo, Superintendent of Schools
- P Diane Fox, School Business Administrator/Board Secretary
- P Kathleen McDonald, 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 Dr. Toni Lehman, Principal, Middle School
- P Frank Riggitano, 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 school safety.

IV. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 17:03:9/15/16

V. PRESENTATIONS

- A. Student Devan Munzing, recipient of trip donated by Mr. Lauricella, American Legion

VI. PUBLIC COMMENT ON AGENDA ITEMS

None

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Special Meeting Minutes
Exhibit M 17:04:9/15/16
- B. Closed Special Meeting Minutes
Exhibit M 17:05:9/15/16
- C. Regular Meeting Minutes
Exhibit M 17:06:9/15/16

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VIII. CORRESPONDENCE

None

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 17:07:9/15/16
- B. Trip List
Exhibit S 17:08:9/15/16

X. COMMITTEE REPORTS

- A. Curriculum Committee
- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee
- E. Facilities/Grounds/Real Estate Committee
- F. Finance Committee – September 13, 2016

Mr. DeLollis reported that the Finance Committee met on September 13th and discussed the following agenda items: Overpayment of Teachers’ Aides, PAC Financials, Quotes for cameras and lockdown system, Community Lunch update, Referendum Update and Summer Hours for district.

Motion:		Second:	
Vote:	Voice	Carried:	

- G. Performing Arts Committee – September 13, 2016

Ms. Thomas reported that the PAC Committee met on September 13th to discuss the contracts for review, procedures for contract approvals, and the PAC Financials.

Motion:		Second:	
Vote:	Voice	Carried:	

- 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 2016-2017 school year through August 31, 2016, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of August 31, 2016, 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 August 31, 2016, Report of the Secretary for the 2016-2017 school year, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c), the Board certifies that as of August 31, 2016, 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 August 31, 2016, Report of Cash Funds for the 2016-2017 school year. It is in agreement with the August 31, 2016, Report of the Secretary, pending audit.

Report of the Secretary – August 31, 2016

Exhibit B 17:05:9/15/16

Report of Cash – August 31, 2016

Exhibit B 17:06:9/15/16

Motion:	Ms. Hodges	Second:	Ms. Thomas
Vote:	Roll Call	Carried:	Yes

- Y Dennis Roberts
- Y George DeLollis
- A Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- Y Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Jeffrey Trout

XII. FINANCIAL

Be it resolved that the Board of Education approves:

- A. Transfer of Funds
Exhibit F 17:09:9/15/16

- B. Bill List/Additional Bill List/PAC Bill List
Exhibit F 17:10:9/15/16
- C. PAC Contracts - *None*
- D. A resolution that, for the 2016-2017 school year, Middle Township Board of Education does not require Willowglen Academy to charge their students for a reduced and/or paid meal, pursuant to NJ Department of Education code 6A:23-4.5iii.
- E. An agreement between the Middle Township Board of Education and Cape Christian Academy for the School Year 2016-2017 Non-Public Entitlement.
Nursing Aid 20-509-213-100-77-99 \$5,896.00
Textbook Aid 20-501-100-640-77-99 \$3,920.00
Technology Aid 20-510-100-610-77-99 \$1,414.00
- F. Samantha Polis, ELL Teacher, to attend the WIDA 2016 National Conference at the Philadelphia Marriott Downtown in Philadelphia, PA on October 13-14, 2016.
Total Cost \$595.00
- G. The following teachers to be paid out of Federal Grants for the 2016-2017 grant period:

Title I		
Location	Name	Funding %
Elem #1	Linda Adams	100%
Elem #1	Jennifer Pfander	34%
Elem #2	Cristal Holmes	100%
Elem #2	Karen Ermelin	53%
Middle School	David Farrow	50%
Middle School	Jessica Debiase	75%
High School	Patricia Franco	75%
High School	Tom Griffin	55%
Title IIA		
Location	Name	Funding %
Elem #1	Lisa Ludman	45%
Elem #1	Lynsey Venturini	100%
IDEA		
Location	Name	Funding%
Elem #1	Pam Shute	100%
Cape Christian Academy (Non-Public Portion)	Shelly Hope	Total salary: \$6,043

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

- Y Dennis Roberts
- Y George DeLollis
- A Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- Y Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Jeffrey Trout

XIII. REFERENDUM

Be it resolved that the Board of Education approves:

- A. Update on Referendum – Diane Fox
- B. Bill List – Additional Bill List
Exhibit R 17:03:9/15/16
- C. An \$11,000,000 temporary note was issued to TD Finance on September 14, 2016 for the purpose of funding costs associated with the referendum. The price received was \$11,089,430 at 2% per annum. \$89, 430 represents the note premium which gives us an effective interest rate of 1.014%. The note matures on 7/14/17 with total interest payable of \$183,333.33.

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

- Y Dennis Roberts
- Y George DeLollis
- A Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- Y Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Jeffrey Trout

XIV. ADMINISTRATION

Be it resolved that the Board of Education approves:

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

P1220	Employment of Chief School Administrator (M) (Revised)
P1310	Employment of School Business Administrator/Board Secretary (Revised)
R2414	Programs and Services for Students in High Poverty and in High Need School Districts (M) (Revised)
P3111	Creating Positions (Revised)
P3124	Employment Contract (Revised)
P3125	Employment of Teaching Staff Members (M) (Revised)
P3125.2	Employment of Substitute Teachers (Revised)
P&R3126	District Mentoring Program (Revised)
P3141	Resignation (Revised)
P&R3144	Certification of Tenure Charges (Revised)
P3159	Teaching Staff Member/School District Reporting Responsibilities (Revised)
P3231	Outside Employment as Athletic Coach (Revised)
P3240	Professional Development for Teachers and School Leaders (M) (Revised)
R3240	Professional Development for Teachers and School Leaders (Revised)
P&R3244	In-Service Training (M) (Abolished)
P4159	Support Staff Member/School District Reporting Responsibilities (Revised)
P5305	Health Services Personnel (Revised)
R5330	Administration of Medication (M) (Revised)
P5350	Student Suicide Prevention (Revised)
R5350	Student Suicide (Revised)
P9541	Student Teachers/Interns (Revised)

Multi-Year Equity Plan Policy and Regulation Guide Updates

P1140	Affirmative Action Program (M) (Revised)
P1523	Comprehensive Equity Plan (M) (Revised)
P1530	Equal Employment Opportunities (M) (Revised)
R1530	Equal Employment Opportunity Complaint Procedure (M) (Revised)
P1550	Affirmative Action Program for Employment and Contract Practices (M) (Revised)
P&R2200	Curriculum Content (M) (Revised)
P2260	Affirmative Action Program for School and Classroom Practices (M) (Revised)
P&R2411	Guidance Counseling (M) (Revised)
P&R2423	Bilingual and ESL Education (M) (Revised)
P2610	Educational Program Evaluation (M) (Revised)
P2622	Student Assessment (M) (Revised)
P5750	Equal Educational Opportunity (M) (Revised)
P5755	Equity in Educational Programs and Services (M) (Revised)

Additional Policy and Regulation Guide Updates

- P5339 Screening for Dyslexia (M) (Revised)
- P5460 High School Graduation (M) (Revised)
- P5514 Student Use of Vehicles on School Grounds (Revised)
- R5514 Student Use of Vehicles (Abolished)
- P7481 Unmanned Aircraft Systems (UAS also known as Drones) (New)
- P&R8441 Care of Injured and Ill Persons (M) (Revised)
- P8454 Management of Pediculosis (New)
- P8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R8630 Emergency School Bus Procedures (M) (Revised)
(Handout at Seats)

B. Resolution to adopt current Title I-Parent Involvement Policy 2415.04 as required by NCLB.
Exhibit A 17:03:9/15/16

C. The following teachers as mentors to novice teachers for the 2016/2017 school year.

Novice Teacher	Mentor Teacher
1. Allison Pfander	1. Theresa Clark/ Elem. #1
2. Elizabeth Van Trieste	2. Andrea Davis /Elem. #1
3. Sarah Roberts	3. Kelly Hogg/ High School
4. Howard Trout	4. Debbie Dalfonso/ High School
5. Janina Perna	5. Heidi Von Colin-Hunter/ High School
6. Katie Britton (1/2 time)	6. Cynthia Dykhouse
7. Christopher Evans (1/2 time)	7. Cynthia Dykhouse

D. The following to be declared as surplus and sent to auction by GovDeals, Inc:

- 2004 Freightliner School Bus 4UZAAWAL24CL84294 A-29
- 2004 Freightliner School Bus 4UZAAWAL64CL84296 A-11
- 2004 Freightliner School Bus 4UZAAWAL94CL84292 A-33
- 2004 Freightliner School Bus 4UZAAWAL04CL84293 A-32
- 2004 Freightliner School Bus 4UZAAWAL44CL84295 A-28
- 2004 Freightliner School Bus 4UZAAWAL74CL84291 A-23

E. The Uniform State Memorandum of Agreement between Middle Township Board of Education and the Township of Middle Law Enforcement for the 2016-2017 SY.
Exhibit A 17:04:9/15/16

F. A motion to approve the waiver of a discipline hearing for student, DH – 1 (16-17), in accordance with the recommendation of the Superintendent and as consented to by the parent. **Exhibit A 17:05:9/15/16**

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

Y Dennis Roberts (Abstained on Letter C)
Y George DeLollis

<u> </u>	A	Calvin Back
<u> </u>	Y	Robert Bakley II
<u> </u>	Y	Edward Dagney
<u> </u>	Y	Burgess Hamer
<u> </u>	Y	Gloria Hodges
<u> </u>	Y	Patricia Taylor
<u> </u>	Y	Stephanie Thomas
<u> </u>	Y	Jeffrey Trout

XV. PERSONNEL

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

A. The following Resignations/Retirements:

Name: Katherine Schmidt
 Position: Teacher's Aide and Long-Term Substitute
 Building: High School
 Type: Resignation
 Effective: August 23, 2016

Name: Kaitlyn Hiltner
 Position: Speech-Language Pathologist
 Building: Elementary #2
 Type: Resignation
 Effective: October 30, 2016

Name: Paul Burnley
 Position: Security Guard
 Building: High School
 Type: Resignation
 Effective: August 16, 2017

Name: Samuel Marsh
 Position: Teacher's Aide
 Building: High School
 Type: Resignation
 Effective: September 17, 2016

Name: William Ritchie, Jr.
 Position: Senior Custodian
 Building: Administration
 Type: Retirement
 Effective: February 1, 2017

Name: Sean Gimeno
 Position: Asst. Girls Soccer Coach
 Building: High School

Type: Resignation
 Effective: September 12, 2016

B. To rescind the resignation of Harry Smith, Custodial Worker.

C. The following leave(s) of absence:

Ashley Graver – On FMLA/FLA from 9/1/16 through 3/14/17; paid through 9/23/16;
 RTW 3/15/17

D. Employment of the following substitute teachers:

Kristen Reid	Teacher's Cert.	\$90
Amanda Crafts	Teacher's Cert.	\$90

E. Employment of the following substitute custodian: Robert J. Loper

F. Employment of the following substitute transportation staff: Christopher Dillon (Sub Bus Driver), Anthony Conner (Sub Bus Aide).

G. Employment of the following Certified Employees:

Name: Kelsey Champion
 Position: L.T. Substitute Science Teacher
 Building: Middle School
 Effective: October 6, 2016
 Salary: \$125.00 per day
 Account: 11-209-100-101-00-04
 Replacing: Gary Rhile

Name: Justin Laird
 Position: L.T. Substitute Social Studies Teacher
 Building: Middle School
 Effective: September 1, 2016
 Salary: \$125.00 per day
 Account: 11-209-100-101-00-04
 Replacing: Christopher White (Being Held)

Name: Susan McCarthy-Miller
 Position: L.T. Substitute Special Education
 Building: High School
 Effective: September 1, 2016
 Salary: \$125.00 per day
 Account: 11-209-100-101-00-08
 Replacing: Angela Mattera

Name: Vicki Boyer
 Position: Teacher of Math
 Building: High School
 Effective: September 1, 2016

Salary: MA-12 A/\$63,731.00
Account: 11-140-100-101-00-08
Replacing: Allison Pfander

H. Employment of the following Non-Certified Employees:

Name: Allison Weber
Position: Teacher's Aide – 29.5 hours
Status: Permanent
Building: Elementary #1
Effective: Pending Criminal Clearance
Salary: \$14,143.00
Account: 11-000-217-106-00-01
Replacing: Open Position

Name: Merrill Anderson
Position: Teacher's Aide – 29.5 hours
Status: Permanent
Building: Elementary #1
Effective: Pending Criminal Clearance
Salary: \$14,143.00
Account: 11-000-217-106-00-01
Replacing: Open Position

Name: Joseph Chambers
Position: Security Guard – 29.5 hours
Status: Permanent
Building: High School
Effective: September 8, 2016
Salary: \$12.20 per hour
Account: 11-000-266-110-01-08
Replacing: Paul Burnley

Name: Joseph Cox
Position: Teacher's Aide – 29.5 hours
Status: Permanent
Building: Middle School
Salary: 14,143.00
Account: 11-000-217-106-00-04

I. Employment of the following Schedule B Positions:

Name: Connie Chabok
Position: PARRC Testing Coordinator
Building: Middle School
Stipend: \$500

J. The following Volunteer(s):

Name: Sarah Roberts

Position: Volunteer Soccer Coach
Building: High School

- K. The remainder of 5 hours of summer work at \$25 per hour for Lisa Mericle in lieu of Melanie Lisitski due to changes in positions.
- L. The following employees to work the Martin Luther King Center Program beginning October 3, 2016 at \$30.00 per hour:

Supervisor
Sharon Rementer

Teachers/Substitutes
 Vincent Tridente
 Katherine Schoyer
 Roberta Hoffman
 Margery DeLollis
 Leann Adams
 Anne Colin
 Lynsey Venturini
 Dana Quigley
 Kristen Frank
 Ruby Kakembo
 Elizabeth Churchill-Grira
 Kimberly Thompson
 Erin Oechslin
 Antoinette Wallace
 Marcella Stahler
 Debra McCall
 Erin Kohr
 Account #: 20-231-100-101-30-01 Title 1

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

- Y Dennis Roberts (Abstained from Letter J)
- Y George DeLollis (Abstained from Letter L)
- A Calvin Back
- Y Robert Bakley II
- Y Edward Dagney
- Y Burgess Hamer
- Y Gloria Hodges
- Y Patricia Taylor
- Y Stephanie Thomas
- Y Jeffrey Trout

XVI. STUDENT PLACEMENT

- A. The placement of student listed below as tuition student at Out of District location for the 2016-2017 school year. Name on file in the Office of the Superintendent.

<u>School Name</u>	<u>Number of Students</u>	<u>Tuition</u>
<i>None</i>		

XVII. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Mr. Doniger, Rio Grande, questioned how we determine the percentage of electric to the Performing Arts Center and he requested to see the actual statements regarding the PAC.

Mr. Roberts responded that the percentage was determined to be 70% high school and 30% public but only the direct costs that are associated with running the PAC are charged to the enterprise fund. The 2015-2016 statements will be available pending completion of the audit but prior years are posted on the website as part of our annual audit.

XVIII. BOARD COMMENT

XIX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 7:37 p.m.

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

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary