

**MIDDLE TOWNSHIP PUBLIC SCHOOLS
REGULAR BOARD MEETING**

**THURSDAY, SEPTEMBER 19, 2013
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 Calvin Back
 P Dennis Roberts
 P Robert Bakley II
 P George DeLollis
 P Burgess Hamer
 A 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
- P Diane Fox, School Business Administrator/Board Secretary
- P Lyn Langford, Director of Curriculum and Instruction
- P Christian Paskalides, Principal, Elementary #1
- P Douglas Penkethman, Principal, Elementary #2
- P Toni Johnson, Principal, Middle School
- P Frank Riggitano, Principal, High School
- A William Donio, Board Solicitor
- P 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. Strategic Planning Update - Mr. Kopakowski gave the Board and the public an update on the process and where we are with our Strategic Plan. He also thanked everyone for their involvement.
- B. 2012 TEACHNJ Act and AchieveNJ – Michael J. Kopakowski - Handout
(See PowerPoint presentation exhibit included)

V. INFORMATIONAL

- A. Sunshine Moments
Exhibit I 14:03:9/19/13

VI. PUBLIC COMMENT ON AGENDA ITEMS

None

VII. APPROVAL OF MINUTES

Approval of minutes of previous meeting(s):

- A. Regular Meeting Minutes – August 15, 2013
Exhibit M 14:06:9/19/13

- B. Special Meeting Minutes – August 29, 2013
Exhibit M 14:07:9/19/13
- C. Special Closed Meeting Minutes – August 29, 2013
Exhibit M 14:08:9/19/13

MOTION TO ACCEPT THE PREVIOUS MINUTES

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

VIII. CORRESPONDENCE

IX. REPORT OF THE SUPERINTENDENT

- A. Use of Facilities Report
Exhibit S 14:07:9/19/13
- B. Trip List
Exhibit S 14:08:9/19/13

X. COMMITTEE REPORTS

- A. Curriculum Committee
- B. Discipline Committee
- C. Equity/Affirmative Action Committee
- D. Extra-Curricular Committee
- E. Facilities/Grounds/Real Estate Committee
- F. Finance Committee
- G. Performing Arts Committee
- 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 2013-2014 school year through August 31, 2013, pending audit. Pursuant to N.J.A.C. 6A:23-2.12 (c) the Secretary certifies that as of August 31, 2013, 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, 2013, 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 August 31, 2013, 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, 2013, Report of Cash Funds for the 2013-2014 school year. It is in agreement with the August 31, 2013, Report of the Secretary, pending audit.

Report of the Secretary – August 31, 2013

Exhibit B 14:05:9/19/13

Report of Cash – August 31, 2013

Exhibit B 14:06:9/19/13

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

- X Calvin Back
- Y Dennis Roberts
- Y Robert Bakley II
- Y George DeLollis
- Y Burgess Hamer
- A 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 14:11:9/19/13
- B. Bill List - Additional Bill List
Exhibit F 14:12:9/19/13
- C. The following salary advancement for completion of credits:

Last	First	Advancement	Step	Effective
Snyder	Larissa	MA+15/\$53,955	5	9/1/2013
Ford	Robert	MA/\$53,597	6	9/1/2013

- D. The following employees to be paid for Preschool Orientation:

Teachers: Deidre Bosacco, Theresa Capocci, Christine D’Antonio, Mary Engiles, Deborah Hess, Judith Richardson – 2 hours at \$30.00 per hour.
 Aides: Nancy Agness, Janet Loefflad and Susan Tozour – 2 hours at \$10.00 per hour.

- E. Purchase of 3 buses from Wolfington Bus Company for a total price of \$270,082.68 under the MRESC bid pricing.
- F. Financing the purchase of 3 buses through US Bancorp Government Leasing & Finance, Inc. at an interest rate of 1.829% for 5 years, total interest cost \$11,769.36.

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

- X Calvin Back
- Y Dennis Roberts
- Y Robert Bakley II
- Y George DeLollis
- Y Burgess Hamer
- A 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 bylaw, policies and regulations:

- 0000.01 Introduction (M) (Revised)
- 0000.02 Introduction (M) (Revised)
- P3232 Tutoring Services (New)
- R3232 Tutoring Services (Revised)
- P5117 Interdistrict Public School Choice (Revised)
- R5117 Interdistrict Public School Choice (New)
- P5120 Assignment of Pupils (M) (Revised)
- P5300 Automated External Defibrillators (AED) (M) (Revised)
- R5300 Automated External Defibrillators (AED) (M) (New)
- P 5533 Pupil Smoking (M) (Revised)
- P7434 Smoking in School Buildings and on School Grounds (M) (Revised)
- P7522 School Dist. Provided Technology Devices to Staff Members (New)
- P7523 School District Provided Technology Devices to Pupils (New)

Exhibit A 14:07:9/19/13

- B. Approval of the following Title I and Title IIA teachers for 2013/14:

Title I:		
Location:	Name:	Funding %:
Elementary #1	Donna Civera	100%
Elementary #1	Linda Adams	85%
Elementary #2	Christal Holmes	100%
Elementary #2	Caren Quinn	60%
Middle School	Susan Pohle	100%
Middle School	Jessica Coyle	100%
High School	Brian Hindle	100%
High School	Tom Griffin	50%
High School	Kelsey McKee	50%
Title IIA:		
Location:	Name:	Funding %:
Elementary #1	Lisa Ludman	46%
Elementary #1	Lynsey Venturini	100%

- C. Resolution to adopt current Title I – Parental Involvement Policy 2415.04 as required by NCLB
Exhibit A 14:08:9/19/13
- D. Approval of the Dual Credit Contract between Middle Township School District and Atlantic Cape Community College for the 2013-2014 academic year, as follows: Middle Township High School will conduct the following course(s) in the high school and Atlantic Cape will provide students who successfully complete the course(s) through the Dual Credit Option with a college transcript. Middle Township High School teachers will instruct the courses with the support of Atlantic Cape. Students and/or the School District will be responsible for payment of all tuition and fees. Middle Township High School will provide all student textbooks. The names of the textbooks, authors, and ISBN numbers will be provided by Atlantic Cape.
- E. Approval of the following fieldwork placements:
- Placement of the following 8 week field placement:
 School: Harcum College
 Dates: October 21, 2013 to December 20, 2013
 Student: Andrea Cipolloni
 Cooperating
 Staff: Paula Berrodin/ MT Occupational Therapist
- F. Approve the contract with Greater Wildwoods Tourism Improvement and Development Authority for the rental of the Wildwood Convention Center on April 26, 2014 for the Junior/Senior Prom.

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
A 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:

Name: Justyna Lychacz
Position: Teacher's Aide
Building: Middle School
Type: Resignation
Effective: August 29, 2013

Name: Walter Kowal
Position: Security Guard
Building: High School
Type: Resignation
Effective: Upon start of replacement

Name: Dawn Brewer
Position: APA Coordinator
Building: High School
Type: Resignation
Effective: September 12, 2013

Name: Jacqueline Paules
Position: Teacher's Aide
Building: Middle School
Type: Resignation
Effective: September 21, 2013

B. The following leave(s) of absence:

Siobhan Bernhardt – Using FLA from 9/4/13 through end of school year; intermittently, unpaid (Not to exceed 25 days)

Lynn Tibbitts – Using FMLA from 9/4/13 through end of school year; using 49.5 sick days; 3 personal days; balance unpaid. (Not to exceed 60 days)

Kay Aspell – Using FMLA from 9/6/13 through 10/6/13; using 21 sick days; return to work on 10/7/13

Linda Carr – Using FMLA from 9/4/13 through 2/7/14; using 20 personal days and balance unpaid

Tracey Reynolds – **Amended** - On FMLA from 9/19/13 through 11/15/13 paid using sick time and 11/16/13 through 1/7/14 unpaid.

C. The following substitute teachers: Justin Davis, Allison Loefflad, Rachel Wilson

D. The following substitute bus aides: Michael Oxley and Deanna Loiseau

E. The following substitute bus driver: Herman Cruse

F. The following substitute security guard: Walter Kowal

G. Employment of the following Certified Staff:

Name: Rachel Wilson
Position: Teacher of Science
Status: Long-term Substitute
Building: Middle School
Effective: September 27, 2013
Step/Salary: \$125.00 per day
Account: 11-130-100-101-00-04
Replacing: Tracey Reynolds

Name: Regina Kauffmann
Position: Special Education Teacher
Status: Long-term Substitute
Building: Middle School
Effective: September 1, 2013
Step/Salary: \$125.00 per day
Account: 11-213-100-101-00-04
Replacing: Lynn Tibbitts

H. Employment of the following Non-Certified Staff:

Name: Kristina Gallagher
Position: Teacher's Aide
Status: Part-time – 29.5 hours per week

Building: Middle School
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-04
 Replacing: Justyna Lychacz

Name: Melodee Hickman
 Position: Teacher's Aide
 Status: Part-time – 29.5 hours per week
 Building: Middle School
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-04
 Replacing: Jacqueline Paules

Name: Melissa Conover
 Position: Teacher's Aide
 Status: Part-time – 29.5 hours per week
 Building: High School
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-212-100-106-00-08
 Replacing: Robin Keil

Name: Kaileigh Fenimore
 Position: Teacher's Aide
 Status: Part-time – 29.5 hours per week
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-01
 Replacing: Erin Thomas

Name: Lisa Vazquez
 Position: Teacher's Aide
 Status: Part-time – 29.5 hours per week
 Building: Elementary #1
 Effective: Upon completion of criminal history background check
 Step/Salary: \$13,180.00
 Account: 11-000-217-106-00-01
 Replacing: Doreen Swanson

Name: Rosanna Dominick
 Position: Teacher's Aide
 Status: 598.24 hours for the 2013/2014 school year
 Building: Cape Trinity Catholic
 Effective: September 19, 2013
 Hourly: \$12.52
 Account: Title I non-public salary, not to exceed \$7,490

Name: Amanda Fulton
 Position: Teacher's Aide
 Status: 555.5 hours for the 2013/2014 school year
 Building: Cape Christian Academy
 Effective: September 19, 2013
 Hourly: \$12.52
 Account: Title I non-public salary, not to exceed \$6,955

Name: Walter Morrell
 Position: Bus Driver
 Status: Part-Time – 10 Month
 Building: District
 Effective: September 20, 2013
 Step/Salary: \$21.65 per hour
 Account: 11-000-270-160-00-12
 Replacing: William Hartley

Name: William Myers
 Position: Bus Driver
 Status: Part-Time – 10 Month
 Building: District
 Effective: September 20, 2013
 Step/Salary: \$21.65 per hour
 Account: 11-000-270-160-00-12
 Replacing: Susan Burba

Name: Stephen Davis
 Position: Bus Driver
 Status: Part-Time – 10 Month
 Building: District
 Effective: September 20, 2013
 Step/Salary: \$21.65 per hour
 Account: 11-000-270-160-00-12
 Replacing: Sonja Jackson

Name: Kevin Wiley
 Position: Bus Driver
 Status: Part-Time – 10 Month
 Building: District
 Effective: September 20, 2013
 Step/Salary: \$21.65 per hour
 Account: 11-000-270-160-00-12
 Replacing: Keith Hickman

Name: John Maurer
 Position: Security Guard
 Status: Permanent
 Building: District
 Effective: Upon completion of criminal history
 Pay Rate: \$11.42 per hour

Account: 11-000-266-110-01-08
Replacing: Walter Kowal

Name: Judy Fala
Position: Keyboarding Clerk 1
Status: Permanent
Building: Administration
Effective: Upon completion of criminal history
Step/Salary: \$23,444.00 (pro-rated)
Account: 11-000-262-105-00-10
Replacing: Donna Farrington

Name: Maria Sgrignoli
Position: Administrative Assistant for the Superintendent of Schools
Status: Permanent
Building: Administration
Effective: Upon completion of criminal history
Step/Salary: \$32,000.00 (pro-rated)
Account: 11-000-230-105-00-05
Replacing: Dawn Aftanis

I. Employment of the following Schedule B Positions:

Name: Karen Biederman
Position: Assistant Field Hockey Coach
Building: High School
Stipend: \$5,343.00

Name: Julie Moore
Position: Harmony and Grade 5 Choir
Building: Elementary School #2
Stipend: \$3,755.00

J. Heather Hemingway as APA Coordinator at Middle School and Cynthia Dykhouse as APA Coordinator at the High School (at a rate of \$300 per student binder).

K. The salary rate for Deborah Papperman, Cape Christian Nurse at \$6,176. To be paid from Non-Public Nursing funds.

L. Melanie Collins for home instruction.

M. The following employees to work the Martin Luther King Center Program at \$30 per hour:

Teachers

Lynsey Venturini
Katharine Schoyer
Robert Stahler
Margie Delollis

Diane Szigeti
Ruby Kakembo

Floater #1- Roberta Hoffman
Floater #2- Loretta Carey

Supervisor- Jesse Morvay

Substitutes: John Lombardelli, Marcella Stahler, Nick Colin

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

- Y Calvin Back
- Y Dennis Roberts
- Y Robert Bakley II
- Y George DeLollis (Abstained from Letter M)
- Y Burgess Hamer
- A Linda Koch
- Y Andrew Melchiorre
- Y Patricia Taylor
- Y Stephanie Thomas
- A Patricia Ziolkowski

XV. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

None

XVI. BOARD COMMENT

Mr. Melchiorre commended everyone on the opening of school and stated that is was one of the smoothest ever.

Mr. Bakley thanked the Board and Administration for taking care of the Pre-K security issues.

Mr. Hamer commended the principals, teachers and bus garage for the smooth opening of school. He commented that on the first day, the buses were only running 10 minutes late and by Monday, they were on perfect schedule.

XVII. RECESS INTO EXECUTIVE SESSION

Motion to move to closed session at 8:19 p.m. for approximately 15 minutes for

1. Personnel
2. Litigation

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

XVIII. RECONVENE TO REGULAR SESSION

Motion to reconvene to regular session at 8:50 p.m.

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

1. Motion was made to appoint the following Certified Staff:

Name: Van Cathcart
 Position: Assistant Principal
 Status: Permanent
 Building: High School
 Effective: September 20, 2013
 Step/Salary: \$90,000.00
 Account: 11-000-240-103-00-08 – 75%
 11-000-221-104-00-08 – 25%
 Replacing: Frank Riggitano
 Job Code: 0202

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
- A Linda Koch
- Y Andrew Melchiorre
- Y Patricia Taylor
- Y Stephanie Thomas
- A Patricia Ziolkowski

XIX. ADJOURNMENT

Motion to adjourn the regular meeting of the Board of Education meeting at 8:51 p.m.

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

Respectfully Submitted,

Diane S. Fox
School Business Administrator/Board Secretary