

UPPER TOWNSHIP BOARD OF EDUCATION

525 Perry Road
Petersburg, NJ 08270
Monday, July 27, 2009

MIDDLE SCHOOL LIBRARY Combined Work Session/Regular Meeting Agenda 7:00 PM

- I. **CALL TO ORDER** by Michele Barbieri, Board President, at ___ p.m.
- II. **OPENING STATEMENT** by Laurie A. Ryan, Business Administrator/Board Secretary

The New Jersey Open Public Meetings Law was enacted to ensure the right 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 this Act, the Upper Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted with the Township Clerk, the Cape May County Gazette, the Ocean City Sentinel and the Press of Atlantic City.

III. **ROLL CALL**

___ Jim Arsenault	___ Christine Lentz
___ Kim Breckley	___ Debbie McLees
___ Jill Casaccio	___ Fran Newman
___ Lynn Dierolf	___ Michele Barbieri
___ Audrey Eichenberger	

_____ All Present

IV. **ATTENDANCE**

___ Vincent J. Palmieri Jr., Superintendent
___ Laurie A. Ryan, Business Administrator/Board Secretary
___ Melissa Garrett, Corbin City Representative
___ William S. Donio, Esq., Board Solicitor

V. **FLAG SALUTE**

VI. **STUDENT PRESENTATION(S)**
NONE AT THIS TIME

VII. **STAFF PRESENTATION(S)**
NONE AT THIS TIME

VIII. **BOARD INPUT ON OCEAN CITY AGENDA**

IX. BOARD MEMBER REPORTS (IF AVAILABLE)

A. Upper Township Committees/Representatives

- CMCSBA, NJSBA, Legislation
- CEUT
- Educational Council
- Liaison to Township
- Public Relations/Community Liaison
- Site-Based (MS, ES, PS)

B. Ocean City Committees - Upper Township Representatives

- Buildings & Grounds
- Negotiations
- Policy
- Student Affairs/Curriculum

X. PUBLIC COMMENTS - Any Items at the Regular Meeting Only

XI. APPROVAL OF MINUTES

Motion to Approve the Minutes of the June 2009 Board of Education Meetings

Motion to approve the following minutes of the June 2009 Board of Education meetings:

Executive Session	June 2, 2009
Special Meeting	June 2, 2009
Executive Session	June 2, 2009
Combined Work Session/Regular Meeting	June 22, 2009
Executive Session	June 22, 2009
Special Meeting	June 29, 2009
Executive Session	June 29, 2009

Motion By: _____ Seconded By: _____

Roll Call: _____

XII. BUILDING AND GROUNDS/(Committee Report)- HEALTH AND SAFETY

Upon the Recommendation of the Business Administrator/Board Secretary

Approval of the Applications for Dual Use of Educational Space - Elementary School - 2009/10 School Year

Motion to approve the Applications for Dual Use of Educational Space in the elementary school for the 2009/10 school year as follows:

Applications for Dual Use of Educational Space

Elementary School - Rooms 6, 8, 12, and 42

Motion By: _____ Seconded By: _____

Roll Call: _____

XIII. CURRICULUM AND STUDENT AFFAIRS/TECHNOLOGY
NO ACTION ITEMS AT THIS TIME

XIV. FINANCE (Committee Report - if available)

Upon the Recommendation of the Business Administrator/Board Secretary:

A. Approval of Monthly Reports - June 2009

Motion to approve the attached Board Certifications for the Monthly Budget Reports - June 2009, Cash Summary Report, Monthly Transfer Report, Payment of Bills, Ratified Payrolls, and Ratified Food Service Bills. (ATTACHMENT XIV-A*) Scanned 7/23/09

B. Approval to Apply/Accept ARRA-IDEA Summer 2009 Funds

Motion to make application/accept ARRA-IDEA Summer 2009 Funds in the amount of \$164,500.00.

C. Renewal of Employee Assistance Plan - 2009/10 School Year

Motion to renew the Employee Assistance Plan with RFK Associates, Inc., t/a EmployeeCare, at a cost of \$3,924 for the 2009/10 school year.

Note: This cost is based upon 218 employees @ \$18 per employee and is \$218 less than the 2008/09 cost.

D. Approval to Renew Contract - Food Service Management Company - 2009/10 School Year

Motion to renew the contract with Sodexo Food Management, Inc., Food Service Management Company, for the 2009/10 school year as follows:

1) FEES

General Support Services Allowance. General Support Services allowance equal to Twenty-Seven Thousand Dollars (\$27,000.00) for the 2009-2010 contract year, payable in ten (10) equal installments September through June, computed at the end of each Accounting Period and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

Management Fee. District shall pay Sodexo a Management Fee in an amount equal to Twenty-One Thousand One Hundred Fifteen Dollars (\$21,115.00), September through June, for the 2009-2010 contract year. The Management Fee shall be calculated at the end of each Accounting Period during the school year and prorated for any partial Accounting Period. Partial Accounting Period

shall be defined as a period of time less than one (1) month.

2) GUARANTEE

District and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2009-2010 school year as follows:

Surplus Guarantee

Sodexo guarantees that District shall receive an annual financial return of Six Thousand Seven Hundred Twenty Dollars (\$6,720.00) for the 2009-2010 school year. If the annual financial return for the Food Service Program falls short of the aforementioned amount, Sodexo shall pay the difference to District in an amount not to exceed one hundred percent (100%) of Sodexo's annual **Management Fee**. Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis.

E. Approval to Renew Subscriptions - 2009/10 School Year

Motion to renew the board subscriptions to the *Negotiations Advisor On-line* (\$50) and the *PERC On-line Subscription* (\$120) at a total cost of \$170 for the 2009/10 school year.

F. Approval of Auditor of Record - Ford, Scott, & Associates, LLC

Motion to enter into an agreement with Ford, Scott & Associates, LLC, to provide professional services as Auditor of Record at the following costs in accordance with their RFP of June 26, 2009:

<u>2009/10</u>	<u>Optional Yr 2 2010/11</u>	<u>Optional Yr 3 2011/12</u>
\$20,800	\$21,400	\$22,000
ASSA Advance Testing \$ 2,100		

G. Approval of Amendment 1 to 2008-2009 NCLB Application

Motion to approve Amendment 1 to the 2008-2009 NCLB Application as follows:

<u>Function/ Object</u>	<u>Title I Part A</u>	<u>Title II Part A</u>	<u>Title II Part D</u>	<u>Title IV</u>
100-100	\$34,364	\$35,000	\$	\$
100-300	2,153			
200-200	6,545	2,678		
200-300		8,790	359	
200-500		9,340		
200-600				2,839
Totals	\$43,062	\$55,808	\$ 359	\$ 2,389

H. Approval of Contract - Commission for the Blind and Visually Impaired - 2009/10 School Year

Motion to enter into a contract with the Commission for the Blind and Visually Impaired to provided services for the 2009/10 school year as follows:

One (1) student - Level 3 Services @ \$10,900 per student

I. Approval of Tuition Student – 2009/10 School Year – Dennis Township

Motion to approve receiving tuition student #00010876 from Dennis Township Board of Education for the 2009/10 school year for full day preschool disabled program with speech services at a rate of \$18,521.

Motion By: _____ Seconded By: _____

Roll Call: _____

XV. NEGOTIATIONS

Motion By: _____ Seconded By: _____

Roll Call: _____

XVI. PERSONNEL - STAFF

Upon the recommendation of the Superintendent and Administration:

A. Resignation of Denise M. Petro, P/T (20hpw) Instructional Aide in the Primary/Elementary School

Motion to accept, with regret, the resignation of Denise M. Petro, P/T (20hpw) Instructional Aide in the Primary/Elementary Schools, effective June 30, 2009.

B. Approval of Contract Offer - Cafeteria/Playground Aide in Elementary School - Diana Baumgartner

Motion to approve offering a contract to Diana Baumgartner for the position of Cafeteria/Playground Aide in the Elementary School for the 2009/2010 school year (replacing Donna Scherer), to be paid at the rate of \$7.92 X 2.75 hours per day x 180 days = annual of \$3,920.00.

C. Approval of Contract Offer - P/T (30hpw) Elementary School Instructional Aide - Susan E. Wilson

Motion to approve offering a contract to Susan E. Wilson for the position of P/T (30hpw) Elementary School Instructional Aide for the 2009/2010 school year (replacing Thomas Houston), Step 1 of the approved UTEA Aide Guide (\$11.03 per hour x 188 days = \$12,442 annual.)

D. Approval of Contract Offer - Middle School Integrated Language Arts Seventh Grade Classroom Teacher -Julie E. Pennella

Motion to approve offering a contract to Julie E. Pennella for the position of Middle School Integrated Language Arts Seventh Grade Classroom Teacher for the 2009/2010 school year (replacing Karen Cooper), BA/Step 1 of the UTEA Teachers' Guide at an annual salary of \$47,707.

E. Ratify and Affirm Payment - Pat Reilly, CST Learning Consultant

Motion to ratify and affirm payment to Pat Reilly, CST learning consultant, to close out casework for student #1332512 at a rate of \$386.48 per diem for a maximum of three days effective July 1, 2009.

F. Ratify and Affirm Additional Staff - Extended School Year - 2009/10 School Year

Motion to ratify and affirm Kim Weaver, Special Education Teacher, to work with student #00000146 during the Extended School Program at an hourly rate of \$34.18. Ms. Weaver will conduct twelve forty-five minute sessions beginning July 13, 2009.

G. Approval of Contract Offer - Cafeteria/Playground Aide in Primary School - Catherine Turner

Motion to approve offering a contract to Catherine Turner for the position of Cafeteria/Playground Aide in the Elementary School for the 2009/2010 school year (replacing Donna Scherer), to be paid at the rate of \$7.92 X 2.75 hours per day x 180 days = annual of \$3,920.00. (Pending completion of paperwork.)

H. Approval of Substitutes for the 2009/2010 School Year

Motion to approve the attached list of substitutes for the for the 2009/2010 school year. (ATTACHMENT XVI. H*) *Hand Delivered 7/23/09

Motion By: _____ Seconded By: _____

Roll Call: _____

**XVII. POLICY/JOB DESCRIPTIONS
NO ACTION ITEMS AT THIS TIME.**

XVIII. TRANSPORTATION

Upon the recommendation of the Business Administrator/Board Secretary:

A. Ratify and Affirm Joint Transportation Agreement - Middle Township Board of Education - 2008/09 School Year

Motion to ratify and affirm a Joint Transportation Agreement with Middle

Township Board of Education to transport student #1332726 **to/from** Ocean Academy, CMCSSTD, **to/from** a Division of Developmental Disabilities (DDD) group home in Green Creek, NJ, effective April 21, 2009, through June 18, 2009, at a cost of \$50 per diem. (**\$50/diem x 42 days = \$2,100 total cost**)

Note: This motion is a correction to one previously approved at the May 11, 2009, meeting. The corrected information was received on June 24, 2009.

B. Approval of Joint Transportation Agreements - 2009/10 School Year

Motion to enter into the following Joint Transportation Agreements for the 2009/10 school year:

- Middle Township Board of Education

To transport student #1332726 **to/from** Ocean Academy, CMCSSTD, **to/from** a Division of Developmental Disabilities (DDD) group home in Green Creek, NJ, as follows:

ESY 7/6-31/09 \$50/diem x 20 days = \$ 1,000
9/1/09-6/30/10 \$50/diem x 180 days = \$ 9,000
Total 2009/10 school year \$10,000

Note: This motion is a correction to one previously approved at the May 11, 2009, meeting. The corrected information was received on June 24, 2009.

- Mainland Regional Board of Education

To transport one student to the Coastal Learning Center, Tuckerton, effective July 1, 2009, through June 30, 2010, at a cost of \$36,473.85 to the MRBOE.

C. Approval to Renew Transportation Contracts - 2009/10 School Year

Motion to renew the following transportation contracts with First Student at a 3.34% increase for the 2009/10 school year:

<u>Destination</u>	<u>Route</u>	<u>Cost</u>
Bishop McHugh Regional School	BMCH	\$47,421.00
OCHS to Home	ACT-OC6	\$12,090.60
OCHS to Home	ACT-OC4	\$10,100.45
Sports Trips	2009-2010 FS	\$ 74.43/bus

D. Approval of Tentative Transportation Routes - 2009/10 School Year

Motion to approve the tentative transportation routes for the 2009/10 school year. (ATTACHMENT XIII.D*) *Hand delivered 7/23/09

Motion By: _____ Seconded By: _____

Roll Call: _____

XIX. PROFESSIONAL DEVELOPMENT AND RELATED EXPENSES

Upon the Recommendation of the Superintendent and Administration:

A. Approval of Travel and Related Expenses Requests

Motion to approve the attached requests for Travel and Related Expenses in an amount not to exceed \$1,880.33. (ATTACHMENT XX.A*) *Hand delivered 7/23/09

B. Approval of Group Registration - 2009 NJSBA Annual Workshop

Motion to approve group registration for the 2009 NJSBA annual Workshop in Atlantic City on October 28-30, 2009, at a cost not to exceed \$1,100. (Individual cost is \$175 per person; minimum of 7 people needed for the group registration. (ATTACHMENT XX.B*) *Hand delivered 7/23/09

Motion By: _____ Seconded By: _____

Roll Call: _____

XX. MISCELLANEOUS

Upon the Recommendation of the Superintendent and Administration:

A. Approval of the (QSAC) Quality Single Accountability Continuum District Performance Review Report (2007/2008 School Year)

Motion to approve the (QSAC) Quality Single Accountability Continuum District Performance Review Report (2007/2008 School Year) conducted by the County Executive Superintendent and staff. (e-mailed 7/6/09 from Superintendent to all Board members)

B. Approval of Short-Term Improvement Plan Regarding QSAC Review Report Recommendations

Motion to approve the attached Short-Term Improvement Plan regarding QSAC Review Report recommendations. (e-mailed 7/6/09 from Superintendent to all Board members)

C. **Approval of Upper Township School District's Professional Development Plan 2009/2010**

Motion to approve the Upper Township School District's Professional Development Plan - 2009/2010 which was formally approved by the Cape May County Professional Development Board on May 29, 2009. (Note: This plan was approved by the Upper Township Board of Education for submission to the County Board on January 26, 2009.)

D. **Approval for the Upper Township Board of Education to Enter into Affiliation Agreement with Drexel University for its College of Nursing - and Health Professions for Clinical Hours at the Primary School**

Motion to approve entering into an Affiliation Agreement with Drexel University for its College of Nursing and Health Professions for 60 clinical hours at the Primary School between Dolores Hallsworth and Mrs. Tenner, to begin on September 8, 2009. (Note: This Agreement has been revised to include the changes suggested by our solicitor after his review of the Agreement.)

Motion By: _____ Seconded By: _____

Roll Call: _____

XXI. **OLD BUSINESS**

XXII. **NEW BUSINESS**

XXIII. **PUBLIC COMMENTS** - Any items.

XXIV. **BOARD CONCERNS**

XXV. **INFORMATION**

- **Waste Water Treatment Plant Manager Report** - May, 2009
(ATTACHMENT XXV.INF *) *Hand delivered July 23, 2009

XXVI. **RECESS INTO EXECUTIVE SESSION (If Needed)**

From: _____ To: _____

Motion By: _____ Seconded By: _____

Roll Call: _____

XXVII. **ADJOURNMENT**

Motion By: _____ Seconded By: _____

Voice Vote: _____