

UPPER TOWNSHIP BOARD OF EDUCATION

Regular Meeting October 26, 2009

- I. **CALL TO ORDER** by Michele Barbieri, Board President, at 7:03 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**

	7/29 Spec	8/17 Work	8/24 Reg	9/21 Work	9/28 Spec	9/28 Reg	10/19 Spec	10/19 Work	10/26 Reg
Arsenault	P	P	P	A	A	A	P	P	P
Barbieri	P	P	A	P	P	P	P	P	P
Breckley	P	P	P	P	P	P	A	A	P
Casaccio	P	P	P	P	P	P	A	P ++	A
Dierolf	A	P	P	P**	P	P	P*	P	P
Eichenberger	P	P	P	P	P	P	P	P	P
Lentz	P	P	P	P**	P	P	P+	P	P
McLees	P	P	P	P	P***	P	P	P	P
Newman	P	P	P	P	P	P	P	P	P

**Mrs. Dierolf and Dr. Lentz arrived at 7:02 p.m.

***Mrs. McLees arrived at 6:06 p.m.

*Mrs. Dierolf arrived at 6:29 p.m.

+Dr. Lentz arrived at 6:32 p.m.

++Mrs. Casaccio arrived at 7:12 p.m.

IV. ATTENDANCE

Vincent J. Palmieri Jr., Superintendent
Laurie A. Ryan, Business Administrator/Board Secretary
Amy Houck, Esq., Board Solicitor
Melissa Garrett, Corbin City Representative

V. FLAG SALUTE led by Mrs. Barbieri

VI. STUDENT RECOGNITION

- A.** Ken Barth, Middle School Principal, recognized the following students for their participation in the Summer Reading Incentive Program:

Connor Ancharski	Aaron King
Jenny Beebe*	Dante Monteleone
Cassidy Buch	Josh Olandt
Patrick Cusack	Sarah Olandt
Dominique Evans*	Amy Reinhold
Greg Fischer	Carolyn Reade
Rachel Fosbenner	Emily Rutter
Amber Gibboney	Amanda Schuler*
Sean Jamison	Rachel Stremme*
Alex Jones	Jamie Taylor*

*Not in attendance.

- B.** Ken Barth, Middle School Principal, recognized the following Students of the Month for September's character trait of "Respect":

6th Grade - John Brittin*
Madison Deman
7th Grade - Daniel Loggi
Claire Matera
8th Grade - Bobby Lokken*
Hunter Ryan*

*Not in attendance.

VII. PRESENTATIONS

- 2008/2009 Violence and Vandalism - Annual Report to the Public

Mr. Palmieri gave a presentation on the attached 2008/2009 Violence and Vandalism Annual Report. **(ATTACHMENT VII-EVVR)**

The meeting opened to the public for questions and/or comments on the EVVR.

There were no questions nor comments from the public.

- Administrative Presentation: School Data

The Administrative Team gave the attached presentation entitled "Upper Township School District 2009-2010 School Year". **(ATTACHMENT VII-UTSD)**

VIII. BOARD MEMBER REPORTS

A. Upper Township Committees/Representatives

- CMCSBA, NJSBA, Legislation - Dr. Lentz reported that the recent CMCSBA meeting centered around H1N1.
- Educational Council - Dr. Lentz reported that they decided what they will work on this year and also reviewed a draft of the Mission Statement. The next meeting is scheduled for November 16. Agenda items should be sent to Dr. Lentz by November 4.
- Public Relations/Community Liaison - Mrs. McLees reported that she has a list topics for the newsletter to be published on the website.
- Site-Based (MS,ES,PS) **(XI-ES/SB - scanned 10/14/09)** - Mrs. Eichenberger reported that all three teams met in a combined meeting, and the report was actually Mr. Phillips' presentation tonight.
- Policy - The next meeting is scheduled for November 2.
- Negotiations - Mr. Arsenault reported that they will be meeting on November 10 or November 12.

B. Ocean City Committees - Upper Township Representatives

- Buildings and Grounds - Mrs. Eichenberger reported that they are continuing discussions on solar panels and solar heat.
- Negotiations - Mrs. McLees reported that they met today, and everything looks good.
- Student Affairs/Curriculum- Mrs. Eichenberger reported that they discussed the District Report Card and also met the new math curriculum supervisor.

IX. APPROVAL OF MINUTES

Upon the Recommendation of the Business Administrator/Board Secretary, the Board approved the following motion:

Minutes of the September 2009 Board of Education meetings:

Work Session	September 21, 2009
Executive Session	September 21, 2009
Special Meeting	September 28, 2009
Regular Meeting	September 28, 2009
Executive Session	September 28, 2009

Motion by Dr. Lentz, seconded by Mrs. Eichenberger, and carried by roll call vote. Roll call vote as follows: Mr. Arsenault/Abstained; Ms. Breckley/Yes; Mrs. Dierolf/Yes; Mrs. Eichenberger/Yes; Dr. Lentz/Yes; Mrs. McLees/Yes; Mrs. Newman/Yes; Mrs. Barbieri/Yes

X. BUILDING AND GROUNDS/HEALTH AND SAFETY

Upon the Recommendation of the Business Administrator/Board Secretary, the Board approved the following motion:

A Resolution for the Submission of the Comprehensive Maintenance Plan.
(ATTACHMENT X - CMP)
(ATTACHMENT X - B&G RPT)

Motion by Mrs. Eichenberger, seconded by Mrs. Newman, and carried by unanimous roll call vote.

XI. FINANCE

Upon the Recommendation of the Business Administrator/Board Secretary, the Board approved the following motions:

- A. Board Certifications for the Monthly Budget Reports - September 2009, Monthly Transfers, Cash Reports, Payment of Bills, Ratified Food Service Management Company Bills, Ratified Payrolls. (**ATTACHMENT XI-A**)
- B. Funded positions - No Child Left Behind (NCLB) Consolidated Grant Funds FY10:

<u>Employee/Position</u>	<u>% Funded</u>	<u>Amount</u>	<u>Program</u>
Sue Thomas/Reading Specialist	82%	\$72,416	Title I
Kathleen Harvey/Kdgn Instr Aide	100%	12,442	Title I ARRA
Patricia Oakley/Kdgn Instr Aide	100%	12,442	Title I ARRA

- C. The attached Chart of Accounts for the 2009/10 School Year. (**ATTACHMENT XI-C**)
- D. Disposal of surplus equipment as attached. (**ATTACHMENT XI-D**)

Motion by Mrs. Eichenberger, seconded by Dr. Lentz, and carried by unanimous roll call vote.

XII. PERSONNEL - STAFF

Upon the Recommendation of the Superintendent and the Administration, the Board approved the following motions:

- A. The following substitutes for the 2009/10 school year:

Teachers*: Timothy Anderson, Casey Curran, Jeanine Dinardo,
Pat Forsstrom, Thomas Manderachi, Pamela Pacifico,
Francine Stankiewicz, Aubrey Strunk

Secretary*: Leah Crankshaw*

*Pending completion of paperwork (all).

Regular Meeting

October 26, 2009

- B.** The attached list of Middle School Coaches/Moderators for the 2009/10 school year. **(ATTACHMENT XII-B)**

- C.** Ratify and affirm the following after school tutors for special education students effective October 13 or October 14 for the 2009-2010 school year:

Stephanie Anderson	ES Language Arts Tutor	\$34.18 ph (2 dpw – max 2 hpw)
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Stephanie Anderson	ES Math Tutor	\$34.18 ph (2 dpw – max 2 hpw)
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Laurie Casteen	MS Language Arts Tutor	\$34.18 ph (2 dpw–max 3 hpw)
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Marge Wilkins	MS Math Tutor	\$34.18 ph (2 dpw – max 3 hpw)
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- D.** Ratify and affirm the following elementary school extra-curricular positions for the 2009-2010 school year:

Veronica Dull	ES Computer Club Advisor	\$32.64 ph (30 hours max/\$979.20)
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Sue Kosturko	ES Choir Director	\$2,060 annual stipend
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- E.** Andrea Urbano for the position of Elementary School Principal effective October 27, 2009 (*salary to be negotiated), and posting for the Middle School Assistant Principal position.

- F.** Melissa Giacomo for the position of Supervisor of Curriculum and Instruction effective January 1, 2010. (*salary to be negotiated).

- G.** Theresa Francesco for the position of Grade 6 ILA/Social Studies Teacher effective October 28, 2009, at an annual salary of \$47,707, prorated. (BA/Step 1)

- H.** Ratify and affirm Cheryl Wrigley for the position of full-time custodian effective October 19, 2009, at an hourly rate of \$11.36 for an annual salary of \$23,629, prorated, and to approve posting for the part-time (19 hpw) custodial position.

- I.** The following homebound instructors for the 2009/2010 school year:

Liz Cimino
David Jackson
Tammi Pittaro
Marge Wilkins
Carol Thalheimer

Motion by Mrs. Eichenberger, seconded by Mrs. Dierolf. Discussion ensued.

In response to Mrs. Eichenberger's question regarding a replacement for Ms. Wrigley as Food Service Director, Mrs. Ryan stated that Sodexo has already found a replacement in-house.

Mrs. Barbieri congratulated the new staff members and welcomed them to the district. Mr. Palmieri introduced Mrs. Urbano, Ms. Giacomo, and Ms. Francesco and stated they will be available after the meeting to meet the Board.

After discussion, the above motion by Mrs. Eichenberger, seconded by Mrs. Dierolf, was carried by unanimous roll call vote.

XIII. PERSONNEL - STUDENTS

Upon the Recommendation of the Superintendent and the Administration, the Board approved the following motion:

The Student Council's participation in UNICEF - Halloween 2009.
(ATTACHMENT XIII - UNICEF)

Motion by Mrs. Eichenberger, seconded by Dr. Lentz, and carried by unanimous roll call vote.

XIV. PROFESSIONAL DEVELOPMENT AND RELATED EXPENSES

Upon the Recommendation of the Superintendent and the Administration, the Board approved the following motion:

Requests for travel and related expenses in an amount not to exceed \$910.20.
(ATTACHMENT XIV-TRAV)

Motion by Dr. Lentz, seconded by Mrs. Dierolf, and carried by unanimous roll call vote.

XV. MISCELLANEOUS

Upon the Recommendation of the Superintendent and the Administration, the Board approved the following motions:

- A. The Uniform State Memorandum of Agreement Between Education and Law Enforcement originating in 1998 and last revised in 2008-2009.
- B. Field trips for the 2009/10 school year. (ATTACHMENT XV-B)
- C. Ratify and affirm the Make-a-Difference Food and Clothing Drive October 13 - October 22. Nonperishable food items and gently-used clothing are collected for charitable organizations in Cape May County.
- D. Participation of the primary and elementary schools in a no obligation fundraiser as attached. (ATTACHMENT XV-D)

Motion by Mrs. Newman, seconded by Mrs. Dierolf, and carried by unanimous roll call vote.

XVI. NEW BUSINESS

Mrs. Barbieri stated that when more information on BOARD DOCS becomes available from Mr. Palmieri, the Board will be notified regarding training dates.

Mr. Palmieri stated that BOARD DOCS recommends two training sessions for Board Members. If the Board will let Mrs. Barbieri know when they are available, he will schedule training. Mr. Palmieri further stated that the Board will go live with BOARD DOCS at the first meeting in November.

In response to Mrs. Eichenberger's question if it will be accessible at home, Mr. Palmieri stated that the public will have more access to information and attachments will be archived.

XVII. BOARD CONCERNS

Ms. Breckley stated that at its first Finance Committee meeting, Ocean City stated that they are starting the budget process. Ms. Breckley asked about the availability of Learnia results from last year and about the broken fence on Route 631.

Mrs. McLees stated that Ocean City had 10% or greater absences in one school and asked if we have guidelines to close the schools if our absences reach a certain level.

Regular Meeting

October 26, 2009

Mr. Arsenault stated that a light in the middle school parking lot does not seem to be working.

Mrs. Barbieri advised the Board that she sent out a "President's Bulletin" on budget guidelines.

Mr. Palmieri responded to the Board's concerns:

- He and Mrs. Ryan have reached out to the Township regarding the middle school light. The Township rented a large basket to cut down trees, and they will use it to replace the light bulb.
- VeAnn Sackett, Middle School Nurse, has compared last week's absences with this time last year, and we are within 10% of last year, with roughly 13% absences throughout the district. We give absence information to the County weekly, and they track it.
- This is the first year we have comparison figures from Learnia because this is only the second year of Learnia. The Board will receive results before the end of this calendar year.

Mrs. Ryan noted that the fence belongs to the Township; and we will contact the Township about it.

XVIII. INFORMATION

- A. Waste Water Treatment Plant Manager Report - August 2009. (ATTACHMENT XVIII-A)
- B. Notification received that fifth grade student, M. M-W. will be home schooled by her mother effective October 14, 2009.
- C. All three schools will be observing "Red Ribbon Week" during the week of October 26, 2009.
- D. Use of Facilities Report - October 2009. (ATTACHMENT XVIII-D)

XIX. ADJOURNMENT

Motion to adjourn by Dr. Lentz, seconded by Mrs. Newman, and carried by voice
vote at 8:46 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Laurie A. Ryan".

Laurie A. Ryan
Business Administrator/Board Secretary