

UPPER TOWNSHIP BOARD OF EDUCATION

Regular Meeting September 28, 2009

- I. **CALL TO ORDER** by Michele Barbieri, Board President, at 7:00 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**

	6/22	6/29	7/27	7/29	8/17	8/24	9/21	9/28	9/28
	Wk/Reg	Spec	Wk/Reg	Spec	Work	Reg	Work	Spec	Reg
Arsenault	P	A	P	P	P	P	A	A	A
Barbieri	P	P	P	P	P	A	P	P	P
Breckley	A	P	P	P	P	P	P	P	P
Casaccio	P	P	P	P	P	P	P	P	P
Dierolf	P*	P	A	A	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 6:03 p.m.

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

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

IV. ATTENDANCE

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

V. FLAG SALUTE

VI. BOARD MEMBER REPORTS

A. Upper Township Committees/Representatives

- CEUT - Ms. Breckley reported that classes will start on October 6, 2009.
- Public Relations/Community Liaison - Mrs. McLees reported that she is working on an article for publication on the website.
- Elementary School Site-Based - Mrs. McLees reported that the team discussed the new technology and the fourth grade science books.
- Primary School Site-Based - Mrs. Casaccio reported that the team discussed busing, how gifted and talented is implemented, DIBELS, and children who are pulled out of classes.
- Middle School Site-Based - Mrs. Dierolf reported that Mr. Barth, Middle School Principal, discussed the new teachers, school opening, curriculum, and gifted and talented.
- Policy (**ATTACHMENT VI -POL**)

B. Ocean City Committees - Upper Township Representatives

- Buildings and Grounds - Mrs. Eichenberger reported that Ocean City will have a special election on September 29 for a new roof and HVAC for the intermediate school.

- Student Affairs/Curriculum - Mrs. Eichenberger that the committee reviewed the math scores.

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

Shona Rutter stated that the agenda for tonight's meeting was not on the website, and she has not seen "Board Notes" on the website recently. Mrs. Rutter also expressed concerns that her child is on the bus for thirty-five to forty minutes.

Pat Mason stated that she still has issues with her granddaughter's bus and would like someone from the Transportation Department to track the driver. Mrs. Mason also expressed concerns with the children sharing science books. Mr. Palmieri responded that he had some feedback to the concerns she expressed last week regarding the bus. John Sheppard, Director of Sheppard Bus Company, Inc., confirmed that only forty-seven children are assigned to that bus. Mr. Sheppard has spoken to the driver, and no other students should be on the bus except those students assigned to it.

Mrs. Eichenberger stated that the Transportation Committee is meeting tomorrow morning and will address their concerns at that time.

VIII. APPROVAL OF MINUTES

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

Minutes of the August 2009 Board of Education meetings:

Executive Session	August 17, 2009
Work Session	August 17, 2009
Executive Session #1	August 24, 2009
Regular Meeting	August 24, 2009
Executive Session #2	August 24, 2009

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

IX. BUILDING AND GROUNDS/HEALTH AND SAFETY

(ATTACHMENT IX-B&G RPT)

X. FINANCE

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

- A. Board Certifications for the Monthly Budget Reports - July 2009 and August 2009, Monthly Transfers, Cash Reports, Payment of Bills, Ratified Food Service Bills, Ratified Payrolls. **(ATTACHMENT X-A)**
- B. A rate of pay for Instructional Aide Support at the hourly rate of \$15.60.

This rate is the same as the ESY Instructional Aide rate and will be used for instructional aide support needed for students beyond the normal school day.
- C. A Consortium with the Ocean City and Woodbine School Districts for the No Child Left Behind (NCLB) Consolidated Formula Subgrant Allocations for Title III Program, with Ocean City as the Lead Agency. (Allotment for Upper Township will be \$1,298.)
- D. The attached Resolution for the transfer of funds within the general fund of the 2008/2009 school year budget. **(ATTACHMENT X-D)**
- E. An agreement with Cape Assist for the REBEL2 School Based Tobacco Prevention Program in the amount of \$1,250 for the grant year September 1, 2009, to June 15, 2010.
- F. Accept a donation of \$1,000 from The Helm Family as a thank you to the school district for its commitment to their son during his five years in the district. The donation will be used to purchase picnic tables and/or benches for the new preschool playground area.

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

XI. PERSONNEL - STAFF

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

- A. Ratify and affirm, with deep regret, the resignation of Darlean Silva, Middle School Cafeteria/Playground Aide, effective September 8, 2009.
- B. A contract offer to Patricia Oakley for the position of kindergarten

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instructional aide at an annual salary of \$12,442, prorated, - Step 1 of the UTEA Guide for Aides (30 hpw x \$11.03 ph x 188 days, prorated).

*Effective date is pending receipt of criminal history clearance.

This is a temporary position that will be paid out of ARRA funds.

- C. With deep regret, the resignation due to retirement of Shelley Safer, Middle School PE Teacher, effective January 1, 2010, and posting for the position.
- D. Substitutes for the 2009/10 school year:

Teachers: Koryn Belfonti, Joshua Conlow, Kaitlyn Florio, Katie Fourquarean, Leah Griffith, Amber Harrison, Catherine Ker, Susan Olaschinez, Anna Taylor, Madeline Tinney, Heather Warnig

Nurse/Teacher: Adrienne Dougherty

- E. Ratify and affirm, with regret, the resignation of Frank Kuhns, Custodian, effective August 20, 2009.
- F. With deep regret, the resignation of Jamie Gillespie, Sixth Grade ILA/Social Studies Teacher, effective September 14, 2009, and posting for the position.
- G. Ratify and affirm Kim Weaver to provide interpreter services at the negotiated extra compensation hourly rate of \$34.18, prorated*, effective September 8, 2009, for the 2009/10 and 2010/11 school years. ***Prorated hourly rate is \$22.91.**

This position will be paid out of ARRA funds.

- H. Ratify and affirm Joan Peterson as the instructional support aide for student #1332505 for two (2) hours per week after school at the rate of \$15.60 per hour beginning the week of September 21, 2009, and continuing through the 2009/10 school year. This is required for IEP compliance.
- I. The attached In-House Posting for after school tutorial positions beginning on or about October 5, 2009, and ending on or about June 4, 2010. **(ATTACHMENT XI-I)**

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- J.** Ratify and affirm Donna Lynn Lothian as the mentor for Kyle Dhyne, Grade 2 Teacher, for the 2009/2010 school year.
- K.** Cynthia Myers, E.S. Homework Club Advisor, effective October 6, 2009, through May 27, 2010, every Tuesday and Thursday from 3:45 p.m. to 4:30 p.m. at the rate of \$32.64 per hour.
- L.** Ratify and affirm David Jackson as Homebound Instructor for student #1333050, effective on or about September 24, 2009, for one (1) hour per day for approximately two (2) weeks at the rate of \$38.72 per hour.
- M.** Contract offer to Lisa Cook for the position of M.S. Cafeteria/Playground Aide, effective upon receipt of criminal history clearance and continuing through the 2009-2010 school year for 2.5 hours per day at \$7.92 per hour.

Motion by Mrs. McLees, seconded by Dr. Lentz. Discussion ensued regarding posting for the Middle School PE Teacher position.

After discussion, "and posting for the position" on Item C. was added, the above motion by Mrs. McLees, seconded by Dr. Lentz, was carried by unanimous roll call vote.

XII. POLICY/JOB DESCRIPTIONS

Upon the Recommendation of the Policy Committee, the Board approved the following motion:

- A.** Revisions to the following policies for second and final reading:
 - 1. BYLAWS: #0141.1 Board Member and Term - Sending District
 - 2. PROPERTY: #7510 Use of School Facilities
- B.** Revisions to the following policies for first reading:
 - 1. TEACHING STAFF MEMBERS: #3159 Teaching Staff Member/School District Reporting Responsibilities
 - 2. ADMINISTRATION: #1220 Employment of Chief School Administrator
 - 3. OPERATIONS: #8760 Pupil Accident Insurance

Motion by Mrs. Eichenberger, seconded by Dr. Lentz. Discussion ensued.

Mrs. Dierolf left the meeting at 7:30 p.m.

Mrs. Casaccio advised the Board that she received an email from one Board member expressing concerns regarding the sending policy (#0141.1). Mrs. Casaccio stated that she would like to pull that policy until the committee has a chance to review the email.

Mrs. Casaccio stated that the letter E. on Page 5 of the Use of School Facilities policy should be removed because that paragraph belongs to D. The remaining letters will also have to be revised.

Mrs. Casaccio explained that Policy #3159 is from Strauss Esmay and is one the district did not have. Policy #1220 changes the amount of time given to the Superintendent regarding non-renewal of a contract, and Policy #8760 includes new standards and is recommended by Strauss Esmay.

Mrs. Barbieri asked if there were any objections to pulling Policy #0141.1, Board Member and Term - Sending District, and there were none.

After discussion, the above motion by Mrs. Eichenberger, seconded by Dr. Lentz, as amended, was carried by unanimous roll call vote.

XIII. 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 \$596.19.
(ATTACHMENT XIII-TRAV)

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

XIV. TRANSPORTATION

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

- A.** Ratify and affirm a transportation contract with Sheppard Bus Service, Inc., to transport one student **To/From** the JIN Shelter and **To/From** Ocean City

XVII. BOARD CONCERNS

Mrs. Garrett asked if the Board has heard anything regarding consolidation with Corbin City. Mrs. Barbieri responded that the Board received the report but had not heard anything else. Mr. Palmieri stated that we have not received any official notice from the County that the districts will be merging.

Mrs. McLees asked about the status of the land acquisition at the primary school. Mrs. Casaccio responded that she checks with the Township periodically; however, she receives the same answer that back taxes are not resolved. Mr. Donio stated that he will inquire, and if there is no report of progress at the next meeting, a letter will be sent.

XVIII. INFORMATION

- A. Waste Water Treatment Plant Manager Report - July 2009
- B. Fieldwork Placements - Stockton - September 21, 2009 - Winter Break

<u>Student</u>	<u>Cooperating Teacher</u>
Nicole Conti (40 hrs.)	Kelly Bowman/Gr. 1
John Thompson (40 hrs.)	Kate Demers/Gr. 4
Michael Bagocius (40 hrs.)	Laura Goodreau/Gr. 1
Theodore Thompson III (80 hrs)	Lindsey Drake/Gr. 9 Math & Science
Rebecca Holden (40 hrs)	Mary LeFever/Gr. 2
Heather Carroll (80 hrs)	Grace Traa/Gr.

- C. School Bus Emergency Evacuation Drill Report - OCHS - September 23, 2009. (ATTACHMENT XVIII-C)

XIX. EXECUTIVE SESSION

On a motion by Dr. Lentz, seconded by Mrs. Newman,

BE IT RESOLVED, At a public meeting of the Board of Education held on September 28, 2009, that pursuant to Sections 7 and 8 of the "Open Public Meetings Act", the following subjects be discussed in a session of the Board of Education closed to the public.

Personnel

Attorney-Client Privilege
Any Other Matters That Come Before the Board

It is presently anticipated that the items mentioned in this resolution can be disclosed to the public only upon formal written request to the Secretary of the Board of Education at the next Work, Special, or Regular Meeting to determine if the time and circumstances would then be appropriate to disclose the information discussed.

Executive Session began at 7:43 p.m. Mrs. Barbieri stated that action may be taken.

Motion by Mrs. Eichenberger, seconded by Mrs. Dierolf, to return Scott Hartley to work effective October 5, 2009, as discussed in executive session. Motion carried by unanimous roll call vote.

Motion by Mrs. McLees, seconded by Dr. Lentz, to withhold Scott Hartley's employment and adjustment increments for the 2010/11 school year based on the recommendation of the Superintendent of Schools and to develop an action plan based on what was discussed in executive session. Motion carried by unanimous roll call vote.

XX. ADJOURNMENT

Motion to adjourn by Dr. Lentz, seconded by Mrs. Dierolf, and carried by voice vote at 8:50 p.m.

Respectfully submitted,



Laurie A. Ryan
Business Administrator/Board Secretary