

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
June 26, 2013
6:30 p.m. Executive Session
7:30 p.m. Anticipated Public Session
NEW EGYPT HIGH SCHOOL

MISSION STATEMENT

The educational programs of the New Egypt Schools shall foster high expectations, in academics and behavior, giving attention to all students' individual needs. We are resolved to ensure all students achieve the New Jersey Core Curriculum Content Standards at all grade levels, children will be provided a variety of activities and experiences that allow them to mature into lifelong learners, who are critical thinkers, and who cooperate with others as they grow and learn in our democratic society.

District Goals

Student Achievement

To provide ongoing support to the instructional program, with a focus on student learning outcomes, by working closely with the administration, faculty staff and community to increase and improve student achievement

Curriculum and Instruction

To continue to conduct a comprehensive review of curriculum and instruction throughout the district k-12 and begin to implement curriculum changes based on schedule from New Jersey Department of Education and the Common Core Standards

Technology

To increase the use of technology as a classroom instructional tool and expand opportunities for students to engage in 21st century learning activities

District Communications, Operations and Public Relations

To improve communications with stakeholders (staff, students, Board, parents and community members)

Board Goals

New Jersey Sustainable Schools Project Grant

Mission Statement: To foster a connected green community in which students develop into-life-long environmental stewards

Demographics

To continue to monitor demographic and enrollment information to determine the impact on class size and facility usage

Alumni Association

Develop a student Alumni Association that connects graduates with the New Egypt School community and allows the district to track their success

Board of Education approval 08.22.2012

I. CALL TO ORDER

Mr. Miller, President, called the meeting to order at 6:31 p.m.

II. OPEN PUBLIC MEETING ACT

In compliance with the Open Public Meeting Act, this is to announce that adequate notice of this meeting has been given in the form of an Annual Notice contained in Resolution No. 2012-12, which Resolution was immediately thereafter posted upon the bulletin board in the main office of all four schools and the Board Secretary's office and disseminated within seven (7) days of passage to the Asbury Park Press and The Trenton Times, and a copy of such resolution was filed with the Plumsted Township Clerk. No advance written notice of this meeting was requested and paid for by any person according to the record of the Secretary of the Board. I direct the Secretary of the Board to enter into the minutes of this meeting this public announcement.

III. ROLL CALL

| | |
|-----------------------|---------|
| Mr. Miller, President | Present |
| Mr. Midgett | Present |
| Mr. Probasco | Present |
| Mrs. Septor | Present |
| Mrs. Soles | Present |
| Mrs. Wig | Present |

ALSO PRESENT

Dr. Jones, Superintendent
Mr. Gately, Business Administrator/
Board Secretary
Mr. Stein, Board Attorney (arrived at 6:35 p.m.)

Mr. Midgett moved that the Board go into executive session at 6:33 p.m. for the purpose of discussing personnel, vendor contracts for physician, audit and architect.
Seconded by Mrs. Wig, Passed unanimously.

IV. EXECUTIVE SESSION

WHEREAS, the Open Public Meeting Act (N.J.S.A. 10:4-6, et seq.) permits bodies to discuss certain matters in closed sessions, and

WHEREAS, PURSUANT TO THE Open Public Meeting Act (N.J.S.A. 10:4-6, et seq.), such a meeting may be held in private;

NOW, THEREFORE, BE IT RESOLVED, that:

1. The Board shall meet in closed session on these matters; and
2. The matters to be discussed in private may be shared with the public at such other time as the Board may determine that there is no longer any requirement for confidentiality.

Mr. Probasco made a motion to go out of executive session at 7:41 p.m.
Seconded by Mr. Midgett, Passed unanimously.

V. ROLL CALL

| | |
|-----------------------|---------|
| Mr. Miller, President | Present |
| Mr. Midgett | Present |
| Mr. Probasco | Present |
| Mrs. Septor | Present |
| Mrs. Soles | Present |
| Mrs. Wig | Present |

ALSO PRESENT

Dr. Jones, Superintendent
Mr. Gately, Business Administrator/
Board Secretary
Mr. Stein, Board Attorney

VI. FLAG SALUTE – Mr. Miller led all in the salute to the flag.

VII. APPROVAL OF AGENDA

Mr. Midgett moved with a second by Mr. Probasco that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for June 26, 2013.

Roll Call

Yes

Mr. Midgett, Mr. Probasco,
Mrs. Septor, Mrs. Soles,
Mrs. Wig, Mr. Miller

No

None

VIII. APPROVAL OF MINUTES

Mrs. Septor moved with a second by Mrs. Wig that VIII.A be approved:

A. The minutes are presented for necessary correction and approval for the regular meeting on June 12, 2013.

Roll Call

Yes

Mrs. Septor, Mrs. Wig,
Mr. Midgett, Mr. Probasco,
Mrs. Soles, Mr. Miller

No

None

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

July 24, 2013
 August 28, 2013
 September 11, 2013
 September 25, 2013

October 9, 2013
 October 30, 2013
 November 20, 2013
 December 11, 2013

B. Student Enrollment

| Primary | PreK3 | | | PreK4 | | | K - AM | | | Grade 1 | | | Total | | | Difference | | | |
|--------------------------|---------|------|-----|----------|------|-----|----------|------|-----|----------|------|-----|------------|------|------|------------|------|-----|------------|
| | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | | | | |
| | 20 | 20 | 0 | 28 | 28 | 0 | 95 | 95 | 0 | 91 | 91 | 0 | 234 | 234 | 0 | | | | |
| Out of District | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Elementary | Grade 2 | | | Grade 3 | | | Grade 4 | | | Grade 5 | | | Total | | | Difference | | | |
| | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | | | | |
| | 90 | 90 | 0 | 104 | 104 | 0 | 126 | 126 | 0 | 129 | 129 | 0 | 449 | 449 | 0 | | | | |
| Out of District | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 1 | 1 | 0 | 3 | 3 | 0 | | | | |
| Middle | Grade 6 | | | Grade 7 | | | Grade 8 | | | Total | | | Difference | | | | | | |
| | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | | 6/5 | 6/18 | +/- | | | |
| | 143 | 143 | 0 | 144 | 144 | 0 | 153 | 153 | 0 | | | | 440 | 440 | 0 | | | | |
| Out of District | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 0 | | | | 3 | 3 | 0 | | | | |
| High | Grade 9 | | | Grade 10 | | | Grade 11 | | | Grade 12 | | | Grade 12+ | | | Total | | | Difference |
| | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | 6/5 | 6/18 | +/- | |
| | 137 | 136 | -1 | 117 | 116 | -1 | 143 | 143 | 0 | 140 | 140 | 0 | 3 | 3 | 0 | 540 | 538 | -2 | |
| Out of District | 1 | 1 | 0 | 0 | 0 | 0 | 2 | 2 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 5 | 5 | 0 | |
| | | | | | | | | | | | | | Total | | | | | | |
| | | | | | | | | | | | | | 6/5 | 6/18 | +/- | | | | |
| Total Enrollment | | | | | | | | | | | | | 1663 | 1661 | -2 | | | | |
| | | | | | | | | | | | | | 6/5 | 6/18 | | | | | |
| Out of District Students | | | | | | | | | | | | | 11 | 11 | 0 | | | | |

X. SUPERINTENDENT'S COMMENTS

Dr. Jones commented on the following:

- Electronic Violence Vandalism and Substance Abuse Reporting Systems (EVVRS)
- HIB

Primary School

- Race for Education sponsored by PTO
- Second grade orientation at the Dr. Gerald H. Woehr Elementary School on June 14, 2013

Elementary School

- 228 students earned honor roll for all 4 marking periods
- The elementary and primary school teachers participated in an excellent professional development experience with SDW consultant, Ally Nusser, on June 19 & 20. The teachers began implementation of Reader's Workshop by developing units of study that are aligned with the Common Core Curriculum Standards and blend writing and reading instruction.

- Letter from Ms. Eileen Sennett, Interim Principal, New Egypt Primary School
- Thank you to Mr. Carroll for his years of service in the district and wished him best of luck.

XI. STUDENT REPRESENTATIVE COMMENTS

XII. PUBLIC COMMENT ON AGENDA ITEMS

Carolann Miller, 9 Toni Drive, New Egypt, NJ 08533, asked for clarification on the statement read from Mrs. Soles on agenda item VIII.A Minutes of June 12, 2013, with regards to the National Honor Society. The Board discussed the matter.

Glenn Knigge, 244 Longswamp Road, New Egypt, NJ 08533, voiced his concerns on agenda item A.39; the renewal of a contract with Aramark Custodial Service and not being renewed for the 2013-2014 school year. The Board and administration discussed the matter.

XIII. PRESENTATIONS/AWARDS

XIV. SUPERINTENDENT'S AGENDA

The following items are presented for approval as recommendations by the Superintendent of Schools:

A. Finance Motions

Mr. Midgett moved with a second by Mrs. Septor that A.1 – A.39 be approved:

1. Recommend approval of all bills and claims for June 26, 2013, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for June 26, 2013, which required hand written checks after the June 12, 2013 bills and claims list was approved, which have been examined by the Finance Committee and are presented for approval.
3. Recommend ratification of the transferring of funds.
4. Recommend approval of the Board Secretary's Report for the period ending May 31, 2013 and the Treasurer of School Monies Report for the period ending May 31, 2013.
5. Recommend approval that Pursuant to N.J.A.C. 6A:23 – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of May 31, 2013, no budgetary line item account has obligations and payments (contracted orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8, that the District financial accounts have been reconciled and are in balance.
6. Recommend approval that the Plumsted Township Board of Education, pursuant to N.J.A.C. 6A:23-2.12(c)4 certifies that as of May 31, 2013, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the Business Administrator/Board Secretary and other appropriate district officials, that to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(c)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

7. Recommend approval of financial institutions to be designated as depositories of record for the Plumsted Township Schools Board of Education accounts for the 2013-2014 school year, as follows:
 - a. TD Bank
 - b. New Jersey Arbitrage Rebate Management
 - c. New Jersey Cash Management

8. Recommend approval of signatures to appear on all disbursements for the 2013-2014 school year, as follows:
 - a. General Operating – Board President, Board Secretary and Treasurer
 - b. NJ ARM Accounts – Board Secretary and Treasurer
 - c. NJ Cash Management – Board Secretary and Treasurer
 - d. Agency Account – Board Secretary and Treasurer
 - e. Payroll Account – Board Secretary and Treasurer
 - f. Unemployment Account – Board Secretary and Treasurer
 - g. Student Activities Account – Board Secretary or Business Manager and Principal

9. Recommend approval for the establishment of the following petty cash accounts for the 2013-2014 school and that the maximum per transaction petty cash expenditure be \$50.00:

| | |
|--|----------|
| High School – Principal | \$300.00 |
| Middle School – Principal | \$300.00 |
| Elementary School – Principal | \$300.00 |
| Primary School – Principal | \$300.00 |
| Business Office – Business Administrator | \$300.00 |
| Buildings and Grounds – Coordinator of Buildings Grounds and Operations | \$400.00 |
| Community Education – Community Education Coordinator | \$200.00 |
| Transportation – Business Administrator | \$400.00 |
| Curriculum & Instruction – Director of Curriculum & Instruction | \$300.00 |

10. Recommend approval of an agreement between Youth Consultation Service and New Egypt High School to provide educational services for one student effective June 4, 2013 at a rate of \$50.00/hour for 10 hours per week.

11. Recommend approval of a contract with Regional Professional Development Academy for professional development in the amount of \$1,900.00 for the 2013-2014 school year to be paid from NCLB Title III grant funds.

12. Recommend approval of a proposal with Language and Literacy Associates for Multilingual and Multicultural Education, LLC, to provide Sheltered Instruction Observation Protocol (SIOP) staff training and consultation services for general and special education teachers on October 22, 2013, December 12, 2013 and February 25, 2014, in the amount of \$6,000.00 to be paid from NCLB Title III grant funds.

13. Recommend approval of an agreement between Entourage Yearbooks and New Egypt Primary School to publish the 2013-2014 yearbook at a cost of approximately \$1,253.20, funded from student activities and at no cost to the board.

14. Recommend approval of an agreement between Jostens Publication and New Egypt Middle School to publish the 2013-2014 yearbook at a cost of approximately \$8,100.00, funded from student activities and at no cost to the board.
15. Recommend approval of an agreement between Balfour and New Egypt High School to publish the 2013-2014 yearbook at a cost of approximately \$11,730.00, funded from student activities and at no cost to the board.
16. Recommend approval of a contract between Kahway Joe DJ Entertainers and New Egypt High School for the following dances at a cost of \$400.00 per dance, fundraised by the New Egypt High School Cheerleaders and at no cost to the board.

September 21, 2013 – Welcome Back Football Kick Off
 October 26, 2013 – Homecoming Dance

17. Recommend approval of a contract with Garden State Transport to provide transportation to Mercer County Special Services for the extended school year, July 15, 2013 to August 16, 2013, at a rate of \$114.00 plus \$30.00 per diem for an aide for 30 days for a total contract cost of \$4,320.00
18. Recommend approval of a contract with Eagle Wolfington to provide transportation to Jackson Regional Day School for the extended school year, July 1, 2013 to August 9, 2013, at a rate of \$148.00 for 23 days for a total contract cost of \$3,404.00.
19. Recommend approval of a contract with Garden State Transport with a 2.63% increase to provide transportation for one (1) elementary route and two (2) kindergarten routes at a cost of \$34,065.00 for the 2013 – 2014 school year.

E16 \$87.85 x 180 days 15,813.00
 K1 \$50.70 x 180 days 9,126.00
 K2 \$50.70 x 180 days 9,126.00

20. Recommend approval of a contract with Eagle Wolfington Leasing with an increase of 2.63% increase to provide transportation to and from school for the 2013 – 2014 school year at the following per diem rates:

NH01 thru NH08 \$75.66 x 180 days = \$108,950.40 (for 8 buses)
 M01 thru M08 \$75.66 x 180 days = \$108,950.40 (for 8 buses)
 M09 \$102.89 x 180 days = \$ 18,520.20
 E01 thru E08 \$75.66 x 180 days = \$108,950.40 (for 8 buses)
 E09 \$102.89 x 180 days = \$ 18,520.20
 HSWC \$96.34 x 180 days = \$ 17,341.20
 MSWC \$96.34 x 180 days = \$ 17,341.20
 ELWC \$88.60x 180 days = \$ 15,948.00
 BVT1 \$70.50 x 180 days = \$ 12,690.00
 BVT2 \$70.50 x 180 days = \$ 12,690.00
 JVT1 \$89.56 x 180 days = \$ 16,120.80
 JVT2 \$89.56 x 180 days = \$ 16,120.80
 HSACT \$70.49 x 180 days = \$12,688.20
 MSACT \$70.49 x 93 days = \$ 6,555.57

Total contract with a 10% discount based on bulk bid is \$491,389.17

- * NH01 thru NH08 High School
- * M01 thru M09 Middle School
- * E01 thru E09 Elementary School
- * HSWC High School wheel chair bus
- * MSWC Middle School wheel chair bus
- * ELWC Elementary School wheel chair bus
- * BVT Brick Vocational
- * JVT Jackson Vocational
- * HSACT High School activity (late bus)
- * MSACT Middle School activity (late bus)

21. Recommend approval of a contract with Rick Bus Company with a 2.63% increase to provide transportation for one (1) High School route NH09 at a cost of \$11,811.60 for the 2013 – 2014 school year.
22. Recommend approval of a contract with Garden State Transport to provide transportation for our athletic and field trips with a 2.63% increase for the 2013 – 2014 school year at a rate of \$210.70 for the first 3 hours/100 miles and an hourly rate of \$45.38 for each additional hour.
23. Recommend approval of a contract with Garden State Transport with a 2.63% increase to provide transportation for Elementary School Late run for the 2013-2014 school year at a rate of 60.55 per diem for 100 days, total contract \$6,055.00.
24. Recommend approval of a contract with Garden State Transport with a 2.63% increase to provide transportation for one student to Mercer County Special Services for the 2013-2014 school year at a rate of \$137.52 per diem, for a total contract cost of \$24,753.60.
25. Recommend approval of a contract with Eagle Wolfington Leasing with a 2.63% increase to provide wheel chair transportation from New Egypt Primary School at a rate of \$57.57 per diem for a total cost of \$10,362.60 for the 2013-2014 school year.
26. Recommend approval of Resolution 2013-2014 No. 1, Authorizing the Procurement of Goods and Services through State Agency.
27. Recommend approval of the Tax Shelter and Annuity Companies/Brokers for the 2013-2014 school year, at no cost to the Board, as follow:

| | |
|---|---|
| <ol style="list-style-type: none"> a. Aflac Insurance b. AIG American General c. Citi Street d. Colonia Insurance e. Equitable | <ol style="list-style-type: none"> f. Lincoln Investment g. Met Life h. Met Life Investors i. Prudential Insurance j. Valic. |
|---|---|
28. Recommend approval of the Uniform Minimum Charts of Accounts for New Jersey Public Schools.
29. Recommend that the Board approve the Exclusive Provider Option (EPO) plan with Horizon Blue Cross Blue Shield of New Jersey for the 2013-2014 school year as follows:

| | |
|---|--|
| <ul style="list-style-type: none"> • Single • Member & Spouse/Partner • Family | <ul style="list-style-type: none"> \$5,814.14 \$12,939.88 \$15,055.48 |
|---|--|

- Parent/Child(ren) \$8,584.88

30. Recommend renewal of the employee medical insurance plan with Horizon Blue Cross Blue Shield of New Jersey for the 2013-2014 school year, as follows:

| | <u>PTEA & Non-Affiliated</u> | <u>PTAA</u> |
|---------------------------|----------------------------------|-------------|
| • Single | \$7,056.00 | \$7,177.97 |
| • Member & Spouse/Partner | \$15,703.63 | \$15,975.16 |
| • Family | \$18,271.01 | \$18,587.02 |
| • Parent/Child(ren) | \$10,418.44 | \$10,598.62 |

31. Recommend renewal of the employee prescription insurance plan with Bollinger Insurance for the 2013-2014 school year, as follows:

| | <u>PTEA & Non-Affiliated</u> | <u>PTAA</u> |
|---------------------------|----------------------------------|-------------|
| • Single | \$1,811.40 | \$1,958.28 |
| • Member & Spouse/Partner | \$4,245.84 | \$4,590.12 |
| • Family | \$4,288.68 | \$4,636.44 |
| • Parent/Child(ren) | \$2,417.64 | \$2,613.72 |

32. Recommend renewal of the employee dental insurance plan with Delta Dental for the 2013-2014 school year, as follows:

| | |
|---------------------------|------------|
| • Single | \$510.60 |
| • Member & Spouse/Partner | \$1,235.24 |
| • Family | \$1,235.24 |
| • Parent/Child(ren) | \$1,235.24 |

33. Recommend approval of the 2013-2014 Annual Tuition Schedule, as follows:

| | |
|---------------------|----------|
| • Pre-K | \$9,321 |
| • Grade 1-5 | \$10,827 |
| • Grade 6-8 | \$10,837 |
| • Grade 9-12 | \$10,689 |
| • Multiple Disabled | \$28,523 |

34. Recommend approval of the Property and Casualty Insurance coverage and carriers for 2013-2014 per the recommendation of the broker of record, Boynton & Boynton, as follows:

| <u>Coverage</u> | <u>Premium</u> | <u>Carrier</u> |
|--|----------------|-----------------------------|
| Package Policy (Includes General Liability/Commercial Property/Auto/Boiler & Machinery/Umbrella/Crime) | \$109,041 | Selective Way Insurance Co. |
| Worker's Compensation | \$121,701 | MOCSSIF |
| Excess Worker's Compensation | \$3,736 | Chubb |
| Student Accident | \$21,427 | Monumental Life |
| Board Secretary Bond | \$392 | Selective Way Insurance Co. |
| Treasurer Bond | \$468 | Selective Way Insurance Co. |

35. Recommend approval of a professional services contract with Speizel Group to provide architecture planning services from July 1, 2013 – June 30, 2014 at the following hourly rates: Chief Executive Officer/Chief Operating Officer - \$195.00/hour; Principal - \$175.00/hour; Senior Associate/Senior Project Manager - \$155.00/hour; Project Manager/Associate Architect and Senior Designer - \$145.00/hour; Construction Administrator - \$140.00; Project Architect/Senior Interior Designer/Marketing Director - \$125.00/hour; Project Coordinator - \$115.00/hour; Interior Designer - \$105.00/hour; Senior Intern Architect - \$100.00; Intern Architect/Senior CAD Operator, Business Development Manager - \$95.00/hour; Draftsperson - \$85.00/hour; Marketing Coordinator - \$75.00.

36. Recommend approval of a professional services contract with Stein & Supsie to provide legal services as the district’s attorney from July 1, 2013 – July 31, 2013 at the following rates: Partner - \$175.00/hour; Associate - \$150.00/hour; Paralegal - \$75.00/hour; Secretarial - \$40.00/hour. Proposals for legal services were last accepted prior to award for the 2009-2010 school year and there has not been a change to the billing rates.

37. Recommend approval of a professional services contract with Holman Frenia Allison, P.C. to provide auditing services from July 1, 2013 – June 30, 2016 as follows:

| | |
|------------------------------|-------------|
| July 1, 2013 – June 30, 2014 | \$23,500.00 |
| July 1, 2014 – June 30, 2015 | \$23,950.00 |
| July 1, 2015 – June 30, 2016 | \$24,425.00 |

38. Recommend approval of a professional services contract with Andrew Nelson, M.D. to provide school physician services from July 1, 2013 – June 30, 2016 as follows:

| | |
|------------------------------|-------------|
| July 1, 2013 – June 30, 2013 | \$18,000.00 |
| July 1, 2014 – June 30, 2015 | \$18,000.00 |
| July 1, 2015 – June 30, 2016 | \$18,000.00 |

39. Recommend renewal of a contract with Aramark to provide Custodial/Grounds Operations and Management services for the 2012-2013 school year in the amount of \$762,674.00.

Roll Call

Yes

Mr. Midgett, Mrs. Septor,
Mr. Probasco, Mrs. Soles,
Mrs. Wig, Mr. Miller

No

None

B. Personnel Motions

Mrs. Soles moved with a second by Mrs. Septor that B.1 – B.25 be approved:

1. Recommend approval of staff members to serve as summer English as a second language teachers, contingent upon student enrollment, not to exceed 96 hours in total from July 8, 2013 – August 8, 2013 at the rate of \$45.00 per hour, as per the PTEA Collective Bargaining Agreement, as follows:

Capotosto, Lynn
Merhi, Andrea
Walsh, Caitlin

2. Recommend revision of approval for high school guidance staff to work additional days, as follows:

Katina George 12 days @335.67 per day
Jason Frable 12 days @ 320.85 per day
Joy Kubilewicz 6 days @400.05 per day

3. Recommend approval of the extended school year staff and their rates of pay for the state mandated program as follows:

Special Education Teachers - 20 days/4 hours per day/\$45.00 per hour

| | |
|----------------------------|---------------------------|
| Clayton, Kathleen (8 days) | Nicholl, Theresa |
| Donahue, Kathleen | Occhiuzzo, Laura |
| Green, Cheryl | Saulnier, Elizabeth |
| Miller, Jennifer | Weaver, Barbara (12 days) |

Special Education Substitute Teachers - 20 days/4 hours per day/\$45.00 per hour

| | |
|---------------------|---------------------|
| Adelung, Courtney | Melchoir, Tara |
| DeVirgilio, Corrine | Merhi, Andrea |
| Gilbert, Jennifer | Sohl, Kodi |
| Hughes, Nelly | Sonsiadek, Jennifer |
| Lynch, Caitlin | Wittmer, Jennifer |

Paraprofessionals - 20 days/4 hours per day/\$21.50 per hour

| | |
|------------------|----------------------|
| Bianchi, Mary | Roach, Christine |
| Braskett, Ashley | Schwarzwalder, Gwen |
| Earley, Edward | Taylor, Ellen |
| Estel, Susan | Tormey-Vogel, Bonnie |
| Leutwyler, Linda | Wells, Christopher |
| Renaldi, Dawn | Winkowski, Lynn |

Substitute Paraprofessionals - \$21.50 per hour

Cranmer, Shannon
Gass, Sharon
Smith, Claire

Nurse - \$40.00 per hour

Theile, Jacqueline
Wharton, Donna (Substitute)

Teacher for Intensive Remediation Program - 15 days/3 hours per day/\$45.00 per hour

Hatch, Marney

Child Study Team

Jarvis, Diana, LDTC - \$412.70 per diem
O'Brien, Karen, Occupational Therapist - \$320.20 per diem
Parker, Amy, Physical Therapist - \$333.30 per diem
Blaustein, Chaya, Speech/Language Specialist - \$344.22 per diem
Graser, Jill, Speech/Language Specialist - \$423.97 per diem
Chemris, Thomas, School Social Worker - \$416.26 per diem
Jakalow, Stacey, School Social Worker - \$311.44 per diem
Funes, Petria, School Psychologist - \$301.06 per diem (10 days)
Sappio, Erin, School Psychologist - \$395.69 per diem (10 days)

Teachers for Summer Meetings @ \$100.00 per day

| | |
|----------------------|---------------------|
| Clayton, Kathleen | McKemey, Sabrina |
| Curry, Ramona | Melchoir, Tara |
| DiChristofaro, Patti | Miller, Jennifer |
| Donahue, Kathleen | Nicholl, Theresa |
| Eagan, Theresa | Rajeski, Lisa |
| Gilbert, Jennifer | Saulnier, Elizabeth |
| Green, Cheryl | Weaver, Barbara |
| Hatch, Marney | Wittmer, Jennifer |
| Lynch, Caitlin | |

4. Recommend approval to compensate staff members to participate in summer workshops at the rate of \$100.00/day per the PTEA contract as per the attached list.

| Staff Member | Workshop | Date |
|-----------------------|---------------------------------------|-----------------------------------|
| Marinari, Cheryl | SGO Training-Planning and Assessments | July 1, 2013 |
| Pierro, Jeffrey | SGO Training-Planning and Assessments | July 1, 2013 |
| Vogel, Bonnie | SGO Training-Planning and Assessments | July 1, 2013 |
| White, Ginger | SGO Training-Planning and Assessments | July 1, 2013 |
| Hughes, Michael | All Things Google | July 22, 2013 |
| Luciani, Jennifer | AP Summer Institute on AP Human | July 22, 2013 – July 26, 2013 |
| Pinol, Dagoberto | Virtual Enterprises International | August 19, 2013 – August 23, 2013 |
| Carr, Diane | AED/CPR Training | August 27, 2013 |
| McKemey, Sabrina | AED/CPR Training | August 27, 2013 |
| Miller, Jennifer | AED/CPR Training | August 27, 2013 |
| Roach, Christine | AED/CPR Training | August 27, 2013 |
| Semko, Rebecca | AED/CPR Training | August 27, 2013 |
| Bianchi, Mary (PS) | Principal Council | TBD |
| Carey, Sarah (PS) | Principal Council | TBD |
| Donahue, Kitty (ES) | Principal Council | TBD |
| Greene, Cheryl (PS) | Principal Council | TBD |
| Hatch, Marney (ES) | Principal Council | TBD |
| Kekesi, Jana (ES) | Principal Council | TBD |
| Kreig, Alyse (ES) | Principal Council | TBD |
| Leto, Jamie (ES) | Principal Council | TBD |
| Marinari, Cheryl (ES) | Principal Council | TBD |

| | | |
|-------------------------|-------------------|-----|
| Mogol, Brad (ES) | Principal Council | TBD |
| Rajeski, Lisa (ES) | Principal Council | TBD |
| Sipos, Helen (ES) | Principal Council | TBD |
| Staples, Tracy (PS) | Principal Council | TBD |
| VanArsdale, Cheryl (PS) | Principal Council | TBD |
| Valles, Dannie (ES) | Principal Council | TBD |
| Wells, Christopher (PS) | Principal Council | TBD |

5. Recommend approval of Joseph Occhiuzzo as co-coordinator of buildings and grounds for the 2013-2014 school year at a stipend of \$7,200.00
6. Recommend approval Edward Novatkowski as co-coordinator of buildings and grounds for the 2013-2014 school year at a stipend of \$7,200.00.
7. Recommend approval Frank Frazee as treasurer of school monies for the 2013-2014 school year in the amount of \$7,567.00.
8. Recommend approval of the following NEED Program staff and their hourly rates for the 2013-2014 school year effective July 1, 2013, as follows:

| Staff Member | Title | Hourly Rate |
|---------------------|----------------|--------------------|
| SCARLATA CATHY | SITE LEADER | \$21.79 |
| BOLOGNESE JENNIFER | COUNSELOR | \$10.26 |
| CAMERON KELLY | COUNSELOR | \$9.21 |
| CARDOSO NICOLE | COUNSELOR | \$8.70 |
| FLORIO LINDSEY | COUNSELOR | \$8.70 |
| GALLOWAY MARILYN | COUNSELOR | \$9.59 |
| LEUTWYLER LINDA | COUNSELOR | \$11.89 |
| MACDOUGAL JANET | COUNSELOR | \$10.26 |
| SANTIAGO MARGUERITE | COUNSELOR | \$10.26 |
| SIMUNOVICH KELLIE | COUNSELOR | \$8.87 |
| SMITH JERYL | COUNSELOR | \$8.50 |
| TROAST BREANN | COUNSELOR | \$9.21 |
| WHARTON STACY | COUNSELOR | \$8.87 |
| WHITELY KAREN | COUNSELOR | \$8.70 |
| WHRITENOUR JACOB | COUNSELOR | \$8.96 |
| BOLOGNESE JENNIFER | SITE ATTENDANT | \$10.50 |
| BOWDEN MELINDA | SITE ATTENDANT | \$10.50 |
| CARDOSO NICOLE | SITE ATTENDANT | \$10.50 |
| COMBS CHERYL | SITE ATTENDANT | \$10.50 |
| FLORIO CAROL | SITE ATTENDANT | \$10.50 |
| GALLOWAY ROBBIN | SITE ATTENDANT | \$10.50 |
| LEUTWYLER LINDA | SITE ATTENDANT | \$11.89 |
| MACDOUGAL JANET | SITE ATTENDANT | \$10.50 |
| SANTIAGO MARGUERITE | SITE ATTENDANT | \$10.50 |
| TROAST BREANN | SITE ATTENDANT | \$10.50 |
| WHRITENOUR JACOB | SITE ATTENDANT | \$10.50 |

9. Recommend approval of the following NEED Staff for Holiday Care and their hourly rates for the 2013-2014 school year effective September 1, 2013 as follows:

| Staff Member | Hourly Rate |
|---------------------|--------------------|
| SCARLATA CATHY | \$24.79 |
| BOLOGNESE JENNIFER | \$13.26 |
| CAMERON KELLY | \$12.21 |
| CARDOSO NICOLE | \$11.70 |
| FLORIO LINDSEY | \$11.70 |
| GALLOWAY MARILYN | \$12.59 |
| LEUTWYLER LINDA | \$14.89 |
| MACDOUGAL JANET | \$13.26 |
| SANTIAGO MARGUERITE | \$13.26 |
| SIMUNOVICH KELLIE | \$11.87 |
| SMITH JERYL | \$11.50 |
| TROAST BREANN | \$12.21 |
| WHARTON STACY | \$11.87 |
| WHITELY KAREN | \$11.70 |
| WHRITENOUR JACOB | \$11.96 |

10. Recommend approval of the following cafeteria/playground monitors and their hourly rates for the 2013-2014 school year effective September 1, 2013 as follows:

| Staff Member | Title | Hourly Rate |
|---------------------|--------------------|--------------------|
| DORSETT MICHELLE | MONITORS CAF/PLAYG | \$8.08 |
| FRANCIS JOANNA | MONITORS CAF/PLAYG | \$14.13 |
| GALLOWAY MARILYN | MONITORS CAF/PLAYG | \$8.72 |
| MAZZARELLA VALERIE | MONITORS CAF/PLAYG | \$8.32 |
| MARRAZZO LINDA | MONITORS CAFÉ/PLAG | \$7.42 |
| MULLEN CONNIE | MONITORS CAF/PLAYG | \$8.32 |
| SANTIAGO MARGUERITE | MONITORS CAF/PLAYG | \$8.72 |

11. Recommend approval of the following bus drivers and their hourly rate for the 2013-2014 school year effective July 1, 2013 as follows:

| Staff Member | Title | Hourly Rate |
|---------------------|--------------|--------------------|
| BERRIOS DENISE | BUS DRIVER | \$15.69 |
| DELISI DEBORAH | BUS DRIVER | \$18.91 |
| NIXON, THERESA | BUS DRIVER | \$15.35 |
| RAHIN SABEEHA | BUS DRIVER | \$14.25 |
| SILANO CINDY | BUS DRIVER | \$20.26 |
| WARD LINDA | BUS DRIVER | \$21.22 |

12. Recommend approval of Eric Palotti as half-time maintenance position at the hourly rate of \$17.40 for the 2013-2014 school year.

13. Recommend approval of Elisa Lizano as a primary school ESL teacher for the 2013-2014 school year effective September 1, 2013 at a salary of \$57,715.00 equal to MA+30 Step 5 of the PTEA salary guide pending the successful completion of the application process established by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law

14. Recommend approval of the following district paraprofessionals for the 2013-2014 school year at a salary of \$13,646.00 effective September 1, 2013 as follows:

Stephanie Skrocki
Jenna Helmer
Jessica Zipko

15. Recommend approval of the following leave of absence for Ann Marie Bette, high school business technology teacher as follows:

| <u>LEAVE</u> | <u>FROM</u> | <u>THROUGH</u> |
|--|--------------------|-------------------------------|
| Medical Leave With Pay and benefits | 11/5/2013 | 11/11/2013 |
| Intermittent FMLA With pay and benefits | 11/12/2013 | TBD up to a total of 12 weeks |

16. Recommend renewal of the following substitutes for the 2013-2014 school year as follows:

Substitute Teachers @ \$80.00 per day:

| | |
|---------------------|----------------------|
| Allen, Patricia | Lopez, Jenna |
| Anderson, Constance | Mason, Kelly |
| Bautista, Maggie | Mason, Kimberly |
| Beck, Leanne | Mauro, Brittany |
| Cameron, Kelly | McCarthy, Brendan |
| Ciak, Patricia | McLaughlin, Christa |
| Conk, Caitlin | Micai, Toni |
| Conk, Pamela | Miller, Alicia |
| Decker, Maria | Milnicsuk, Kelly |
| Dey, Danielle | Necci, Joseph |
| Einstine, Christine | Page, Jeffrey |
| Emley, Lisa | Penson, Britteny |
| Flynn, Jacqueline | Petrik, Jessica |
| Frank, Robynn | Rao, Lori Anne |
| Funck, Amy | Rasmussen, Nicole |
| Grotto, Douglas | Robbins, Thomas |
| Hallock, Jennalee | Rosiak, Randi |
| Herczeg, Patricia | Sadowski, Laura |
| Holman, Corlis | Scarlata, Catherine |
| Hummer, Bruce | Sette, Richard |
| Janowski, Barbara | Smith, Debbie |
| Johnson, Sharon | Steele, Janice |
| Keith, Heather | Temple, Jennifer |
| Kinney, Kaitlyn | Tilghman, Kerry |
| Kutz, Thomas | Westby-Gibson, Donna |
| Lestician, Margaret | Wright, Maria |

Substitute Paraprofessional @ \$60.00 per day:

| | |
|-----------------|--------------|
| Allen, Patricia | Mason, Kelly |
|-----------------|--------------|

Anderson, Constance
Bautista, Maggie
Beck, Leanne
Cameron, Kelly
Ciak, Patricia
Conk, Pamela
Decker, Maria
Dey, Danielle
Einstine, Christine
Emley, Lisa
Flynn, Jacqueline
Funk, Amy
Hallock, Jennalee
Herczeg, Patricia
Holman, Corlis
Janowski, Barbara
Johnson, Sharon
Keith, Heather
Kutz, Thomas
Lopez, Jenna

Mason, Kimberly
Mauro, Brittany
McCarthy, Brendan
Miller, Alicia
Milnicsuk, Kelly
Page, Jeffrey
Penson, Britteny
Petrik, Jessica
Rao, Lori Anne
Rasmussen, Nicole
Robbins, Thomas
Rosiak, Randi
Sadowski, Laura
Scarlata, Catherine
Sette, Richard
Smith, Debbie
Steele, Janice
Vigilotti, Kimberly
Wear, Brenda
Westby-Gibson, Donna

Substitute Nurse @ \$120.00 per day:

Consolloy, Theresa
Kelly, Judith

Papp, Melissa
Warner, Joanne

Substitute Secretary @ \$75.00 per day:

Curran, Wendy
Cameron, Kelly
Ciak, Patricia
Dey, Danielle
Funk, Amy
Mason, Kimberly

Rasmussen, Nicole
Robbins, Janette
Sadowski, Laura
Scarlata, Catherine
Stephens, Nancy
Tilghman, Kerry

17. Recommend approval of the following Appointment:
- a. Board Secretary – Sean Gately
 - b. Treasurer of School Monies – Frank Frazee
 - c. District Qualified Purchasing Agent – Resolution 2013-2014 No. 2
 - d. District Purchasing Agent – Resolution 2013-2014 No. 3
18. Recommend approval of the following district appointments for the 2013-2014 school year:
- a. Application Officer: Karen Jones, Ed.D
 - b. Agency Compliance Officer: Karen Jones, Ed.D
 - c. Affirmative Action Officer: Colleen Gravel
 - d. 504 Committee Officer: Andrea Caldes
 - e. Substance Awareness Coordinator: Jacqueline Duca
 - f. Asbestos Management Officers: Joseph Occhiuzzo and Edward Novatkowski

- g. Health and Safety Designees: Joseph Occhiuzzo and Edward Novatkowski
- h. Indoor Air Quality Designees: Joseph Occhiuzzo and Edward Novatkowski
- i. Integrated Pest Management Coordinators: Joseph Occhiuzzo and Edward Novatkowski
- j. Right to Know Officers: Joseph Occhiuzzo and Edward Novatkowski
- k. Chemical Hygiene Officers: Joseph Occhiuzzo and Edward Novatkowski
- l. District Test Coordinator: Colleen Gravel
- m. Custodian of School Records: Sean Gately
- n. AHERA Coordinators: Joseph Occhiuzzo and Edward Novatkowski
- o. District Homeless Liaison – Joann Holman

- 19. Recommend ratification and revision of the stipend for Bridget Patterson as assistant high school bowling coach for the 2012-2013 school year in the amount of \$4,950.00.
- 20. Recommend ratification of the stipend for Patricia Wunsch as high school choral director for the 2012-2013 school year in the amount of \$4,252.00, as per the PTEA Collective Bargaining Agreement.
- 21. Recommend acceptance of the resignation of Cheryl McNally as NEED Program Site Leader for the 2013-2014 school year, with regrets.
- 22. Recommend acceptance of the resignation of Lori DeMatteo as lunchroom/playground monitor at the New Egypt Primary School effective June 14, 2013, with regrets.
- 23. Recommend acceptance of the resignation of Lori DeMatteo as district mail clerk effective June 27, 2013, with regrets.
- 24. Recommend salary adjustments per the attached list for the 2012-2013 school year.
- 25. Recommend approval of the following staff and their rates of pay to write curriculum as follows:

Language Arts Literacy – July 10, 2013 and July 11, 2013 – 2 days/8 hours per day/\$45.00 per hour

Marinari, Cheryl
 Occhiuzzo, Laura
 Rajeski, Lisa
 Semko, Rebecca

Mathematics – July 15, 2013 and July 16, 2013 – 2 days/8 hours per day/\$45.00 per hour

Marinari, Cheryl
 Papa, Amanda
 Occhiuzzo, Laura
 Rajeski, Lisa

Roll Call

Yes

Mrs. Soles, Mrs. Septor,
 Mr. Midgett, Mr. Probasco,
 Mrs. Wig, Mr. Miller

No

None

Mr. Probasco moved with a second by Mr. Midgett that B.26 be approved:

26. Recommend acceptance of the resignation of Joseph R. Carroll as assistant principal/athletic director at the New Egypt High School effective July 31, 2013, with regrets.

Discussion: Mr. Probasco stated that he appreciates all that Mr. Carroll has done for the district and wished him well.

Mrs. Soles thanked Mr. Carroll.

Mr. Midgett thanked Mr. Carroll for his years of service in the district and wished him best of luck.

Mrs. Wig thanked Mr. Carroll.

Mr. Miller wished Mr. Carroll best wishes in his new position.

Mrs. Septor thanked Mr. Carroll.

Roll Call

Yes

Mr. Probasco, Mr. Midgett,
Mrs. Septor, Mrs. Soles,
Mrs. Wig, Mr. Miller

No

None

Mr. Midgett moved with a second by Mrs. Wig that B.27 be approved:

27. Recommend approval of Tara Nesbihal as assistant principal of New Egypt Middle School effective July 8, 2013 at a salary of \$84,540.00 as contained in the PTAA Collective Bargaining Agreement Step A, pending the successful completion of the application process established by the Superintendent of Schools and the criminal history clearance that is obtained through the State of NJ in accordance with the law.

Roll Call

Yes

Mr. Midgett, Mrs. Wig,
Mr. Probasco, Mrs. Septor,
Mrs. Soles, Mr. Miller

No

None

C. Policy

Mrs. Wig moved with a second by Mrs. Septor that C.1 be approved:

1. Recommend approval of all existing Board of Education policies.

Roll Call

Yes

Mrs. Wig, Mrs. Septor,
Mr. Midgett, Mr. Probasco,
Mrs. Soles, Mr. Miller

No

None

D. Professional Development/Travel Reimbursements

Mrs. Soles moved with a second by Mr. Probasco that D.1 be approved:

1. Recommend approval of the attached staff professional development.

Roll Call

Yes

Mrs. Soles, Mr. Probasco,
Mr. Midgett, Mrs. Septor,
Mrs. Wig, Mr. Miller

No

None

E. Other Motions

Mr. Midgett moved with a second by Mr. Probasco that E.1 – E.17 be approved:

1. Recommend receipt of the End of the Year HIB (Harassment, Intimidation and Bullying) Report on June 26, 2013 by the Board of Education.
2. Recommend approval of the Electronic Violence Vandalism and Substance Abuse Reporting Systems (EVVRS) for the 2012-2013 school year.
3. Recommend approval of the following Appointment:
 - a. Insurance Broker of Record – Property & Casualty – Boynton & Boynton
 - b. Broker of Record – Employee Benefits – LDP Consulting Group, Inc.
 - c. Official Newspaper for the purpose of advertising – Asbury Park Press
4. Recommend approval that the designated posting locations be the main office of all four schools and the Board Secretary’s office.
5. Recommend adoption of the Code of Ethics in accordance with N.J.S.A. 18A:12-24.1.
6. Recommend approval of district curricula.
7. Recommend approval of the job descriptions for the 2013-2014 school year.
8. Recommend approval of the school discipline codes for the 2012-2013 school year.
9. Recommend approval of Parliamentary Procedures.
10. Recommend approval of the Doctrine of Necessity.
11. Recommend approval of the District Purchasing Manual.
12. Recommend approval of an *Admissions Agreement as to Non-Resident Student* for Diane Dancer to permit her children Grade 9 to attend the New Egypt High School and Grade 8 to attend the New Egypt Middle School, enrollment permitting, for the upcoming 2013-2014 school year according to stipulations contained in the 2012-2015 PTEA/PTBOE Collective Bargaining Agreement.
13. Recommend approval of staff to receive tuition reimbursement in the amount of \$225.00, per credit pending receipt of a grade of “B” or better and proof of payment pending the availability of funds as per PTEA Collective Bargaining Agreement as follows:

| Staff Member | Course/Institution | Semester | Credits |
|---------------------|-------------------------------------|-----------------|----------------|
| Dixon, Brittany | Creative Ethical Teacher Leadership | Summer 2013 | 3 |

14. Recommend approval of summer and fall student teachers and their assignments as follows:

| Observation Students Summer 2013 Semester June 26, 2013 | | | | |
|--|---------------------------------------|--------------------------|--|------------------------|
| Name | Certification Area & Grade Preference | College/University | Placement Dates | Cooperating Teacher(s) |
| Graser, Brandon | Physical Therapy | Richard Stockton College | Between July 8, 2013 & August, 2, 2013 | Amy Parker |

| Student Teachers Fall 2013 Semester | | | | |
|-------------------------------------|--|---------------------------|--------------------|------------------------|
| Name | Certification Area & Grade Preference | College/University | Placement Dates | Cooperating Teacher(s) |
| Drum, Sarah | Elementary Education – Grade Level 3-5 | The College of New Jersey | 9/3/13 to 12/13/13 | Michael Deus |

15. Recommend approval of the following new summer programs/positions as follows:

Intensive Summer Remediation program

16. Recommend approval of the New Jersey School Boards Association Insurance Group (NJSBAIG) Board of Trustees approved amendments to its Bylaws.
17. Recommend approval of the renewal for temporary instructional space at New Egypt High School and submission to the Ocean County Office for approval.

Discussion: Mr. Probasco asked Dr. Jones to speak about the new curriculum to be added. Dr. Jones explained the new curriculum being added and that the curriculum will be written this summer.

Roll Call

Yes

Mr. Midgett, Mr. Probasco,
Mrs. Septor, Mrs. Soles,
Mrs. Wig, Mr. Miller

No

None

F. Facilities

G. Field Trips

XV. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Toni Barnett, 23 Huckleberry Lane, New Egypt, NJ 08533, thanked Mr. Carroll for all he has done in the district and that he will be missed. She asked Mr. Miller how he intends to proceed with the vacant seat on the Board.

Mr. Gately explained the process on appointing someone for the vacant board seat.

Joanne Dempsey, 8 Ashley Drive, New Egypt, NJ 08533, asked if there was going to be any written curriculum regarding the PARK testing that is coming up.

Dr. Jones explained that the PARK is an assessment and that they plan to bring more technology into the system.

XVI. NEW BUSINESS

Mrs. Soles asked about summer hours.

Dr. Jones responded that summer hours start June 24, 2013 through August 30, 2013.

Mrs. Soles asked about guidance hours.

Dr. Jones responded that guidance hours will be posted.

Mr. Midgett asked about kindergarten registration.

Ms. Sennett gave an update on the kindergarten registration.

Mr. Miller gave an update on the recent NAFIS meeting he attended.

XVII. OLD BUSINESS

Mr. Gately gave an update on the Solar Project and stated that this is just for a power purchase agreement.

XVIII. BOARD OF EDUCATION COMMENTS

Mr. Probasco stated that they will get something together with the facilities.

Mr. Midgett thanked Ms. Sennett for her service in the district.

Mrs. Septor moved that the Board adjourn the regular meeting and go into executive session at 8:44 p.m. for the purpose of discussing personnel.

Seconded by Mrs. Wig, Passed unanimously.

XIX. EXECUTIVE SESSION

WHEREAS, the Open Public Meeting Act (N.J.S.A. 10:4-6, et seq.) permits bodies to discuss certain matters in closed sessions, and

WHEREAS, pursuant to the Open Public Meeting Act (N.J.S.A. 10:4-6, et seq.), such a meeting may be held in private;

NOW, THEREFORE, BE IT RESOLVED, that:

1. The Board shall meet in closed session on these matters; and
2. The matters to be discussed in private may be shared with the public at such other time as the Board may determine that there is no longer any requirement for confidentiality.

Sean Gately
Business Administrator/Board Secretary