

**MINUTES OF THE LOPATCONG TOWNSHIP
BOARD OF EDUCATION**

President Krusman called the meeting to order on August 30, 2011 at 7:06 pm. Ms. Catterson read the following opening statement: "I would like to announce and have placed in the minutes that adequate notice of this regular meeting of the Lopatcong Township Board of Education has been provided in accordance with the Open Public Meetings Act by publication of the annual notice in the Express-Times. A copy of the agenda has been filed with the Township Clerk and posted at both school locations.

The Pledge of Allegiance was recited by all present.

ROLL CALL

Present: Wade Caccese, Dennis Drake, Robert Edinger, Ernie Gallant, Kurt Kessler, Ed Krusman, Bob McFarlane, Lee Rozycki and Bill Taggart

Absent: None

Others Present: Vicki J. Pede, Superintendent; Raelene Catterson, Payroll/Bookkeeper; Mark G. Toscano, Board Attorney; Jeanene Dutt, Principal; Rick Bonney, Asst. Principal; Noelle Kondikoff, Principal; and approximately 4 members of the public.

READING OF THE MISSION STATEMENT

Mrs. Pede recited the Mission Statement.

CORRESPONDENCE

1. Tara Hoey – Before and After Care consideration
2. Teresa E. Barna – Letter of Resignation from School Business Administrator/Board Secretary position

MINUTES – August 9, 2011 and August 9, 2011 Executive Session

Motion by Mr. McFarlane, second by Mr. Edinger, that the minutes of August 9, 2011 meeting and Executive Session Minutes of August 9, 2011 be approved and filed as presented.

Vote: 9 – Yes. Motion carried.

BILL LISTS

Motion by Mr. Gallant, second by Mr. Edinger, that the bill list submitted for the August 30, 2011 meeting for the August Operating Account in the amount of \$942,797.79 is approved for payment. Check #28617 was pulled.

Vote: 9 – Yes. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

None

a. Education

R-053-12

Hire Classroom Aides

Motion by Mr. McFarlane, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of the following as aides for the 2011-2012 school year on an emergent basis and part-time basis (3.5 hours per day) at \$15.00 per hour:

Name

Yeisley, Melissa	1:1 Aide (a.m.)
Sciascia, Patti	3:1 Aide (p.m.)
Orth, Sharon	PSI a.m.
Salerno, Lauren	Resource Room

Roll Call Vote: 9 – Yes. Motion carried.

R-054-12 Long-Term Substitute, Cynthia Wiseburn

Motion by Mr. McFarlane, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the emergent hiring of Cynthia Wiseburn as a long term substitute for Elizabeth Mansfield beginning on September 1, 2011 through November 4, 2011 at locator VV/BA at a prorated salary of \$47,550.00.

Roll Call Vote: 9 – Yes. Motion carried.

R-056-12 Para-professional Assignments for the 2011-2012 School Year

Motion by Mr. McFarlane, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the listed para-professional staff assignments for the 2011-2012 school year:

NAME	POSITION	SCHOOL
Brons, Marena	Instructional Aide	MS
Devlin, Lori	p.m. Aide in PSD	ES
Franklin, Barbara	a.m. Kindergarten Aide	ES
Kozak, Jennifer	1:1 Personal Aide	ES
Levermore, Judith	a.m. PSD Aide & p.m. Kindergarten Aide	ES
Patricia, Jennifer	p.m. PSD Aide	ES
Yount, Susan	PHS Personal Aide	PHS

Roll Call Vote: 9 – Yes. Motion carried.

b. Facilities and Technology

R-057-12 Award Contract for Design/Build Photovoltaic Energy System Tabled

R-058-12 Facility Use Request

Motion by Mr. Gallant, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the facility use requests as follows:

Elementary School:

<u>Organization</u>	<u>Date</u>	<u>School Area</u>
Girl Scouts Heart of NJ	September 8, 2011 – June 15, 2012	APR
LAA Cheerleading	September 1, 2011 – November 15, 2011	APR

Lopatcong PTA	September 26, 2011 –	APR
Cultural Enrichment	September 29, 2011	

Middle School:

Vision Training Soccer Academy	August 15, 2011 – June 30, 2012	Soccer Field
Girl Scouts Heart of NJ	September 8, 2011 – June 15, 2012	Community Room
LAA Cheerleading	November 1, 2011 – March 15, 2012	MPR
Lopatcong PTA Cultural Enrichment	September 30, 2011	MPR

Roll Call Vote: 9 – Yes. Motion carried.

c. Finance

R-059-12 Tuition Contract with North Warren Regional

Motion by Mr. McFarlane, second by Mr. Edinger,
Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the receipt of two North Warren students, ID#s 3215032788 and 5005382484 in the Multiple Disabilities Program for the 2011-2012 and to approve a tuition contract with the North Warren Regional School District for such placements in the amount of \$23,776 per student for a total of \$47,552.

Roll Call Vote: 9 – Yes. Motion carried.

R-060-12 Employee Travel and Expense Reimbursement

Motion by Mr. McFarlane, second by Mr. Edinger,
Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve employee travel and expense reimbursement as attached.

Roll Call Vote: 9 – Yes. Motion carried.

R-061-12 Tuition Contract with Warren County Special Services School District

Motion by Mr. McFarlane, second by Mr. Edinger,
Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the placement of one Lopatcong student ID#1766599396 in the Behavioral Disabilities Class at Warren County Special Services School District for the 2011-2012 school year and to approve a tuition contract for such placement in the amount of \$35,500.

Roll Call Vote: 9 – Yes. Motion carried.

R-062-12 Parent Paid Tuition Contracts

Motion by Mr. McFarlane, second by Mr. Edinger,
Be it, RESOVLED, that the Board of Education, upon recommendation by the Superintendent, accept the enrollment of 1 regular preschool student, ID # 190377 for the 2011-2012 school year and approve a contract with the parent or guardian for \$2,250 per year.

Roll Call Vote: 9 – Yes. Motion carried.

R-063-12 Tuition Contract with Green Brook Academy

Motion by Mr. McFarlane, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the placement of one Lopatcong student ID#3659646422 at the Green Brook Academy and to approve a tuition contract for such placement in the amount of \$319.84 per day for a total of \$57,571.20.

Roll Call Vote: 9 – Yes. Motion carried.

R-064-12 Recognize Capital Reserve Deposit

Motion by Mr. Gallant, second by Mr. Edinger,

WHEREAS, the Lopatcong Township Board of Education at its June 28, 2011 special business meeting authorized a year end deposit into the capital reserve account in an amount not to exceed \$250,000, and

WHEREAS, the Lopatcong Township Board of Education must recognize the actual amount of the fiscal year 2011 year end deposit into the capital reserve account,

THEREFORE BE IT RESOLVED, that the Lopatcong Township Board of Education recognizes the fiscal year end deposit into the capital reserve account in the amount of \$250,000.

Roll Call Vote: 9 – Yes. Motion carried.

R-065-12 Recognize Maintenance Reserve Deposit

Motion by Mr. Gallant, second by Mr. Edinger,

WHEREAS, the Lopatcong Township Board of Education at its June 28, 2011 special business meeting authorized a year end deposit into the capital reserve account in an amount not to exceed \$75,000, and

WHEREAS, the Lopatcong Township Board of Education must recognize the actual amount of the fiscal year 2011 year end deposit into the capital reserve account,

THEREFORE BE IT RESOLVED, that the Lopatcong Township Board of Education recognizes the fiscal year end deposit into the capital reserve account in the amount of \$75,000.

Roll Call Vote: 9 – Yes. Motion carried.

R-066-12 Business Administrator Resignation

Motion by Mr. Gallant, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, accept with the resignation of Teresa E. Barna for the position of School Business Administrator/Board Secretary effective September 16, 2011.

Roll Call Vote: 9 – Yes. Motion carried.

R-067-12 Interim Business Administrator/Board Secretary

Motion by Mr. McFarlane, second by Mr. Edinger,

Be it resolved that the Board of Education, upon recommendation by the Superintendent, and the written approval of the Executive County Superintendent, approve the hiring of Abigail Kutz for the position of Interim School Business Administrator/Board Secretary effective September 12, 2011 through on or before November 1, 2011 at a rate of \$65.00 per hour with no other benefits or entitlements.

Roll Call Vote: 9 – Yes. Motion carried.

d. Policy

R-068-12 Second Reading and Approval of Revised Policies and Regulations

Motion by Mrs. Rozycki, second by Mr. Drake ,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent and the policy committee approve for second reading and approval, the following revised policies and regulations:

Policy Number	Title
5512	Harassment, Intimidation and Bullying
R5512	Reporting Procedure-Harassment, Intimidation and Bullying
5600	Pupil Discipline/Code of Conduct
R5600	Pupil Discipline/ Code of Conduct

Roll Call Vote: 9 – Yes. Motion carried.

R-069-12 First/Second Reading and Approval of Revised Bylaw

Motion by Mr. McFarlane, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent and the policy committee approve for first/second reading and approval, the following bylaw:

Bylaw Number	Title
0142	Board Member Qualifications, Prohibited Acts and Code of Ethics

Roll Call Vote: 9 – Yes. Motion carried.

ADDENDUM

R-070-12 Medical Leave Request

Motion by Mr. Taggart, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent approve a medical leave of absence for Marianne Burd commencing on Friday, September 2, 2011 and returning on or about October 17, 2011 as requested:

Roll Call Vote: 9 – Yes. Motion carried.

R-071-12 HVAC Maintenance Proposal

Motion by MR. Taggart, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent approves an HVAC Maintenance Proposal for the Middle and Elementary Schools as requested.

Roll Call Vote: 9 – Yes. Motion carried.

R-072-12 Science Curriculum

Motion by Mr. Taggart, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent approves the Science Curriculum as presented.

Roll Call Vote: 9 – Yes. Motion carried.

R-073-12 **Math Curriculum**

Motion by Mr. Taggart, second by Mr. Edinger,
Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent approves the Math Curriculum as presented.
Roll Call Vote: 9 – Yes. Motion carried.

R-074-12 **Job Description for Guidance Counselor**

Motion by Mr. Taggart, second by Mr. Edinger,
Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent approves the job description for Guidance Counselor.
Roll Call Vote: 9 – Yes. Motion carried.

R-075-12 **Job Description for School Psychologist**

Motion by Mr. Taggart, second by Mr. Edinger,
Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent approves the job description for School Psychologist.
Roll Call Vote: 9 – Yes. Motion carried.

R-076-12 **Solar PV System at the Middle School** Tabled

ADMINISTRATOR’S REPORT

Mrs. Pede reported to the board that a lot of work got done over the summer. School will open on time. Extra hours were provided at the Elementary school for staff to get ready. A structural engineer looked at both buildings after the earthquake. Four mandatory training sessions were offered to subs for HIB training. All volunteers must be trained before they can be in the classrooms. Training for bus drivers was also offered. Also, Board Members must be trained and are welcome to join the first segment of training on September 1, 2011 at 9:45am.

LEGISLATIVE UPDATE

Mrs. Rozycki read from a blog on the 8 top issues.

REPRESENTATIVE INFORMATION FROM PHILLIPSBURG

Mr. Edinger reported that school opened on Monday. The small gym project is complete. The district received an additional 2 million in state aid that went into student education, technology and new teachers.

COMMITTEE REPORTS

Ad-Hoc Committee – No report

Education Committee – Mr. Kessler reported that the next meeting is scheduled for September 6, 2011 at 5:30pm.

Facilities and Technology Committee – Mr. Edinger stated that the elementary school received a TCO and there are still some issues with the roof. Also, at the elementary school there have been problems with the amount of rain and runoff from the cornfield. Planning for what it would cost to demolish the Delaware Park School, rezone as residential and sell off the lots has started.

Finance Committee – No report

Negotiations Committee – No report

Policy Committee – Mr. Taggart is working on a master list of board involvement and will have a draft at the next meeting.

OTHER ITEMS OF EMERGENT NATURE

Mr. Toscano informed the board that policy #5512.01 needs to be formally rescinded at the next meeting.

The board discussed supporting transportation costs for field trips. Mrs. Pede stated that the district received approximately \$70,000 in extraordinary aid and \$6,000 in non-public transportation.

R77-12 Field Trip Transportation

Motion by Mr. Gallant, second by Mr. Edinger,

Be it resolved that the Board of Education, upon recommendation by the Superintendent, will assume the transportation for Board approved student field trips for the 2011-2012 school year.

Roll Call Vote: 9 – Yes. Motion carried.

PUBLIC COMMENT

Mrs. Krusman informed the board that a Lopatcong graduate is now teaching math at Phillipsburg High School.

Executive Session

Motion by Mr. Kessler, second by Mr. Gallant,

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

Be it, RESOLVED, that the Lopatcong Township Board of Education, hereby recesses into executive session at 8:58 pm to discuss certain items involving:

1. appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee
2. Matters involving anticipated or pending litigation, including matters of attorney-client privilege

Be it, FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

And be it, FURTHER RESOLVED that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

Vote: 9 – Yes. Motion carried.

The Board returned to open session at 10:01 pm on a motion by Mr. Caccese, second by Mr. Edinger. Motion carried on unanimous voice vote.

R-078-12 Medical Leave Request

Motion by Mr. Drake, seconded by Mr. Taggart,

Be it resolved that the Board of Education, upon recommendation by the Superintendent, approve a medical leave of absence for Lisa Beenders commencing on Thursday, September 1, 2011 through Thursday, November 24, 2011.

Roll Call Vote: 9 – Yes. Motion carried.

R-055-12 Long-Term Substitute, Barbara Salas

Motion by Mr. McFarlane, seconded by Mr. Gallant,

Be it resolved that the Board of Education, upon recommendation by the Superintendent,

