MINUTES OF THE LOPATCONG TOWNSHIP BOARD OF EDUCATION

President Taggart called the meeting to order on July 20, 2010 at 6:44 pm. Mrs. Barna 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: Robert Edinger, Ernie Gallant, Joe Kennedy, Kurt Kessler, Ed Krusman and Bill Taggart

Absent: Wade Caccese, Dennis Drake and Bob McFarlane

Others Present: Vicki J. Pede, Superintendent; Teresa E. Barna, Business Administrator/Board Secretary; Rosemary Kowalchuk, Principal; Matt Eagleburger, Principal; Stephen Geisel, Asst. Principal and approximately 8 members of the public.

READING OF THE MISSION STATEMENT

Mrs. Pede recited the District Mission Statement.

EXECUTIVE SESSION

Motion by Mr. Kessler, second by Mr. Kennedy,

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 6:45 pm to discuss certain items involving:

1. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee

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: 6 – Yes. Motion carried.

The Board returned to open session at 7:07 pm on a motion by Mr. Kessler, second by Mr. Kennedy. Motion carried on unanimous voice vote.

BOARD SELF-EVALUATION

Ms. Diane Morris of the New Jersey School Boards Association was present to facilitate this part of the meeting. Ms. Morris reviewed the results of the Board Self-Evaluation with the Board and the public. Ms. Morris suggested that the board should schedule a retreat to set its goals for the 2010-2011 school year. Diane suggested that the board may want to focus on the areas of planning and community for the Board's Improvement Plan. The board will schedule a time to develop the 2010-2011 goals and the Boards Improvement Plan.

EAGLE SCOUT PRESENTATION – SEAN WILLIS

Sean Willis presented an Eagle Scout Project that he would like to complete at the elementary school. The project would consist of putting in a sidewalk using pavers in the rear of the building at the student drop-off area. The materials would be purchased at Warren Materials. Mr. Willis did not have a cost estimate of the project at this time.

CLASSROOM HIGHLIGHTS

No Report

CORRESPONDENCE

1. Mr. Scott Yerger – Letter of resignation
2. Ms. Heather Burke – Revised Maternity Leave Request
3. Mrs. Noelle Kondikoff – Maternity Leave Request

MINUTES OF JUNE 29, 2010

Motion by Mr. Gallant, second by Mr. Edinger, that the minutes of the June 29, 2010 meeting be approved and filed as presented. Vote: 6 – Yes. Motion carried.

MINUTES OF JUNE 29, 2010 – EXECUTIVE SESSION

Motion by Mr. Gallant, second by Mr. Edinger, that the Executive Session minutes of June 29, 2010 be approved and filed as presented. Vote: 6 – Yes. Motion carried.

BILL LISTS

Motion by Mr. Gallant, second by Mr. Krusman, that the bills submitted for the June 29, 2010 meeting for the Operating Account in the amount of $286,516.69 be approved for payment. Vote: 6 – Yes. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

None

NEW BUSINESS

a. education

R-001-11 Stipend Positions for the 2010-2011 School Year

Motion by Mr. Kennedy, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the following stipends for the 2010-2011 school year:

Juanita White	Special Olympics
Alison Pogirnicki	Special Olympics
Rick Maisto	Newspaper
Rick Maisto	Battle of the Books-MS
Stacy Conner	Positive Choices

Roll Call Vote: 6 - Yes. Motion carried.

R-002-11 Hire Administrative Assistant

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent approve the hiring of Virginia Remetta as an administrative assistant effective July 26, 2010 through June 30, 2011 at a prorated salary of $23,361.25 (.625 of $37,378)

Roll Call Vote: 6- Yes. Motion carried.

R-003-11 **Hire 6th Grade Science Teacher**

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Lisa Beenders as a 6th grade science teacher for the 2010-2011 school year at locator LL/MA pending an acceptable background check.

Roll Call Vote: 6 - Yes. Motion carried.

R-004-11 **Long Term Substitute**

Motion by Mr. Kennedy, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Elizabeth Ettinger as a long term substitute teacher at locator UU/BA on the salary guide starting August 30, 2010 to October 29, 2010.

Roll Call Vote: 6 - Yes. Motion carried.

R-005-11 **Accept Staff Member Resignation**

Motion by Mr. Gallant, second by Mr. Krusman,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, accept with regret the resignation of Scott Yerger from his position as a science teacher effective August 30, 2010.

Roll Call Vote: 6 - Yes. Motion carried.

R-006-11 **Staff for Summer Title I Tutoring Program**

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the emergent hiring of Debra Decker, Joann Scott and Theresa Duaime as teachers for the Summer Title I Tutoring Program at a stipend of $1440.00 prorated on a daily basis.

Roll Call Vote: 6 - Yes. Motion carried.

R-007-11 **Maternity Leave Request**

Motion by Mr. , second by Mr. ,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a maternity disability leave for Noelle Kondikoff commencing on October 18, 2010 through November 16, 2010 followed by an unpaid N.J. Medical Leave from November 17, 2010 through February 9, 2011 as requested.

Roll Call Vote: 6 - Yes. Motion carried.

R-008-11 **Revised Leave of Absence Request**

Motion by Mr. Kennedy, second by Mr. Gallant,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a revised unpaid leave of absence for Heather Burke from August 30, 2010 through October 31, 2010 under the New Jersey Family Leave Act.

Roll Call Vote: 6 - Yes. Motion carried.

R-009-11 **Hire Instructional Aide**

Motion by Mr. Gallant, second by Mr. Krusman,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Julie Moore as a part-time (.5) instructional aide at the rate of $15 per hour for the 2010-2011 school year.

Roll Call Vote: 6 - Yes. Motion carried.

R-010-11 **Hire Instructional Aide**

Motion by Mr. Kennedy, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Casey Unangst as a part-time (.5) instructional aide at the rate of $15 per hour for the 2010-2011 school year.

Roll Call Vote: 6 - Yes. Motion carried.

R-011-11 **Hire Technology Intern/Helper**

Motion by Mr. Gallant, second by Mr. Krusman,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a technology internship for Timothy Remetta at the rate of $10.00 per hour not to exceed 80 total hours or $800.00.

Roll Call Vote: 6 - Yes. Motion carried.

R-012-11 **Contract for Speech Therapy Services**

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a contract with Warren County Special Services School District to provide a speech and language pathologist for the Extended Year Program at the rate of $85.00 per hour. The estimated cost of this contract is $4,600.

Roll Call Vote: 6 - Yes. Motion carried.

R-013-11 **Contract for Child Study Team Services**

Motion by Mr. Kennedy, second by Mr. Krusman,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a contract with Warren County Special Services School District to provide a social worker for the Extended School Year at the rate of $80.00 per hour, as needed.

Roll Call Vote: 6 - Yes. Motion carried.

R-014-11 **Hire Staff for Extended Year Program**

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve staff for the Extended Year Program at the following stipend prorated for days worked as follows:

Bonnie Ruesch	MD Aide	$2808.00
Theresa Duaime	MD Aide	$2808.00
Amy Harman	Preschool Aide	$1755.00

Roll Call Vote: 6 - Yes. Motion carried.

b. **Facilities and Technology**

R-015-11 **2010-2011 Integrated Pest Management Plan**

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the 2010-2011 Integrated Pest Management Plan as presented and as required by the New Jersey Pest Management Act.

Roll Call Vote: 6 - Yes. Motion carried.

R-016-11 **Pest Management Employee**

Tabled.

R-017-11 **Printer Service Agreement**

Motion by Mr. Krusman, second by Mr. Gallant,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve an agreement with Integra One for managed print services at a cost of .026 per black & white pages and .089 for color pages.

Roll Call Vote: 6 - Yes. Motion carried.

c. Finance

R-018-11 **Transfer of Uncommitted Funds**

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve transfer of uncommitted funds within the 2009-2010 school year budget in the amount of $50,746.00.

Roll Call Vote: 6 - Yes. Motion carried.

R-019-11 **Employee Travel and Expense Reimbursement**

Motion by Mr. Kessler, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve employee travel and expense reimbursement as presented.

Roll Call Vote: 6 - Yes. Motion carried.

R-020-11 **Contract with Warren County Health Department**

Motion by Mr. Krusman, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, enter into an agreement with the Warren County Health Department to provide nursing services to the Phillipsburg Christian Academy for the 2010-2011 school year in the amount not to exceed $2,761.00 as provided by the State of New Jersey.

Roll Call Vote: 6 - Yes. Motion carried.

R-021-11 **Contract with Hess Corporation**

Motion by Mr. Kennedy, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a contract with Hess Corporation to provide natural gas services beginning August 22, 2010 for a 22 month term as per bids received by the Alliance for Competitive Energy Services (ACES).

Roll Call Vote: 6 - Yes. Motion carried.

R-022-11 **Contract with Food Service Management Company**

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

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a contract with Maschio Food Service, Inc. for the 2010-2011 school year for a management fee of $8,142 and Maschio's guarantees a return to the Local Education Agency of $6000.00. In the event the actual bottom line of the operational report (total revenue from all sources, less program costs, including the administrative/management fee), is below this amount, Maschio's will be responsible for any shortfall.

Roll Call Vote: 6 - Yes. Motion carried.

R-023-11 **Parent Paid Tuition Contracts**

Motion by Mr. Kessler, second by Mr. Edinger,

Be it, RESOVLED, that the Board of Education, upon recommendation by the Superintendent, accept the enrollment of 20 regular preschool students for the 2010-2011 school year as listed and to approve a contract with the parent or guardian for $2,250 per year per student.

190200	190205	190210	190215
190201	190206	190211	190216
190202	190207	190212	190217
190203	190208	190213	190218
190204	190209	190214	P 20

Roll Call Vote: 6 - Yes. Motion carried.

R-024-11 **Transportation Contracts With Brad And Kim Dalrymple, Inc.**

Motion by Mr. Krusman, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the renewal of transportation contracts with Brad and Kim Dalrymple, Inc. for the transport of Lopatcong students to and from school for the 2010-2011 school year for the routes as listed and based on the CPI of 0%.

Multi-Contract	Route#	Route Cost
PHS	PHS	$22,667.73
HSOL0203	JPHS0203	$16,759.80
	3-1	$20,421.00
HBC0304	2-K	$16,303.89
	4-K	$16,303.89
	2-E	$14,224.88
	2-M	$14,224.88
	4-E	$26,916.82
EM6	6E	$25,768.80
	6M	$25,768.80
TOTAL		**$199,360.49**

Roll Call Vote: 6 - Yes. Motion carried.

d. Negotiations

R-025-11 **Principal Contract for 2010-2011**

Tabled for lack of a quorum to vote.

R-026-11 **Administration Contracts for 2010-2011**

Tabled until after Executive Session.

R-027-11 **Business Administrator/Board Secretary Contract for 2010-2011**

Tabled, awaiting approval by Executive County Superintendent.

R-028-11 Non-Association Support Staff Contracts for 2010-2011

Motion by Mr. Kennedy, second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve salaries for the following non-union support staff effective July 1, 2010 to June 30, 2011 and as per the other terms and conditions of the individual contracts:

Teresa Fogt, Administrative Assistant	$51,266.00
Paula Hatch, Treasurer of School Monies	$ 3,813.00
Terry Lynch, Administrative Assistant	$38,776.00
Cory Reboli, Administrative Assistant	$25,293.00 (.625 of $40,468.00)
Laura Ruggiero, Administrative Assistant	$37,378.00
Pat Seymore, Asst. to the Business Administrator	$45,308.00
Mary Alice Zito, CST Administrative Assistant	$35,597.00
Sub-calling Stipend, Laura Ruggiero	$ 3,649.00

Roll Call Vote: 6 - Yes. Motion carried.

R-029-11 Compensation and Carryover of Vacation

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

Be it, RESOLVED, that the Board of Education, pursuant to N.J.A.C. 6A:23A-3.1(e)7 approves a supplemental payment for accumulated unused vacation days for 65 days accumulated prior to June 8, 2007 to Rosemary Kowalchuk in the amount of $25,043.20 and approve the carryover of four and one half vacation days from year to year unless used.

Roll Call Vote: 6 - Yes. Motion carried.

ADMINISTRATOR'S REPORT

Mrs. Pede reported that the interviews for the most recent hires went well. All teacher finalists did demonstration lessons with students. The administrative assistant and aide candidates were given a task to complete. Mrs. Pede mentioned that she received three (3) thank you notes from candidates.

Mrs. Pede mentioned the idea of shared services and looking into this further and learning more about the different ways to implement sharing services.

Mrs. Pede also mentioned that the county tactical team was here on Friday to do a walk-through of the middle school.

Mrs. Pede will work with the Board President to coordinate a date for a goal setting session.

REPRESENTATIVE INFORMATION FROM PHILLIPSBURG

Mr. Edinger reported that Phillipsburg has been talking to the new head of the School Development Authority. There still has not been any progress on the high school construction project.

COMMITTEE REPORTS

Ad-Hoc Committee – No report.

Mr. Kessler added that the Township Council has taken the board's recommendation to remove the school buildings from the list of polling locations in the township.

Education Committee – Mr. Kennedy reported that the committee reviewed the job descriptions for the Administrative Assistants.

Facilities and Technology Committee – Mr. Edinger reported that the committee reviewed a list of summer projects that are being completed. The committee also discussed the on-going danger of the elementary school parking lot. A portable horse will be purchased that will be placed in the parking lot where the "Do-Not Enter" starts. This portable horse will only be out during school hours.

The committee discussed the Integrated Pest Management Plan and the Managed Print Services Contract. The integrity and flexibility of the district's internet firewall. Mr. Shea will be looking into other options that will give us more flexibility without sacrificing the integrity.

Finance Committee – No report.

Negotiations Committee – Mr. Kessler reported that the committee has recently completed the contracts for the administrative staff as well as the administrative assistants. All non–union staff will receive a 3% salary increase and will contribute 1.5% of base salary towards health benefits.

Policy Committee – No report.

OTHER ITEMS OF EMERGENT NATURE

Mr. Gallant suggested that the Board consider Sean Willis' Eagle Scout Project. The consensus of the Board is to authorize a contribution of 30% of the project, not to exceed $500.

R-030-11 **Eagle Scout Project**

Motion by Mr. Gallant, second by Mr. Krusman,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a contribution of 30% of the project cost, not to exceed $500 to the Eagle Scout Project presented by Mr. Sean Willis.

Roll Call Vote: 6 - Yes. Motion carried.

PUBLIC COMMENT

Linda Taggart – Regarding the Printer Service Agreement, can you explain what this will cover? It will cover repairs and toner cartridges for the networked printers in the district. Mrs. Taggart also asked if the two (2) half-time instructional aides hired for the elementary school? Yes.

EXECUTIVE SESSION

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

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 8:22 pm to discuss certain items involving:

1. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee

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: 6 – Yes. Motion carried.

The Board returned to open session at 9:29 pm on a motion by Mr. Kessler, second by Mr. Kennedy. Motion carried on unanimous voice vote.

R-026-11 **Administration Contracts for 2010-2011**

Motion by Mr. Kennedy , second by Mr. Edinger,

Be it, RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve contracts with the following administrators effective July 1, 2010 to June 30, 2011 at the salaries listed and per the other terms and conditions of the individual contracts:

Stephen Geisel, Asst. Principal	$ 79,077.00
Rosemary Kowalchuk, Principal	$111,595.00
Ronald Marinelli, Supervisor of Buildings and Grounds	$ 65,193.00
Matthew A. Shea, Director of Technology	$ 66,842.00

Roll Call Vote: 6 - Yes. Motion carried.

Hearing no further business, the board adjourned at 9:31 pm on a motion by Mr. Gallant, second by Mr. Kessler. Motion carried on unanimous voice vote.

Respectfully submitted,

Teresa E. Barna, RSBO
Business Administrator/
Board Secretary

William J. Taggart, III
Board President