

**EAGLESWOOD TOWNSHIP BOARD OF EDUCATION
MEETING MINUTES
October 17, 2011
LIBRARY – 7:00 P.M.**

CALL TO ORDER:

The meeting is opened by Suzanne D'Ambrosio, President of the Board of Education at 7:00 PM in the Library.

"This is a regular meeting of the Eagleswood Township Board of Education and is being conducted in public and in accordance with the Open Public Meeting Law of 1975. Notice of this meeting has been posted in the municipal offices, designated public buildings, and advertised in approved publications. Time and date of meetings are as specified in a resolution adopted by the Board of Education at the Organization Meeting on May 2, 2011."

ROLL CALL:

BOARD MEMBERS:

Suzanne D'Ambrosio, President	Present: x (arrived at 7:10pm)	Absent:
Michael Pasternak, Vice-President	Present: x	Absent:
Jan Blum, Member	Present: x	Absent:
Kimberly Pharo, Member	Present: x	Absent:
Scott Rodas, Member	Present: x	Absent:

ADMINISTRATION:

Deborah Snyder, Superintendent	Present: x	Absent:
Allison Bogart, Business Adm.	Present: x	Absent:

EXECUTIVE SESSION:

"Motion to adjourn to Executive Session under the Open Public Meeting Law of 1975 the meeting is adjourned to Executive Session to discuss personnel and related matters. Those decisions which can be made public at this time will be made a part of the public meeting after reconvening."

Moved:	S. Rodas			
Second:	J. Blum			
Roll Call:	S. D'Ambrosio	<u>N/A</u>	K. Pharo	<u>Yes</u>
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>
Time:	7:04PM			S. Rodas <u>Yes</u>

RETURN TO OPEN MEETING:

Motion to return to public session and reopen meeting.

Moved:	M. Pasternak			
Second:	K. Pharo			
Roll Call:	S. D'Ambrosio	<u>Yes</u>	K. Pharo	<u>Yes</u>
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>
Time:	7:31 PM			S. Rodas <u>Yes</u>

Matters being made public: None at this time

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OTHERS PRESENT: See Attached List

FLAG SALUTE

BOARD SESSION/OPEN FLOOR:

PUBLIC SESSION –

Please note that members of the public may address the board only during the public portion of the meeting, and may speak for a maximum of five minutes.

- Rachel Staino – Presentation – Tabled until November BOE Meeting
- Mr. Breese from the Flag Football League asked the Board for permission to place a storage chest on the field to store league equipment. The Board advised that they would formally vote on it under the facilities portion of the meeting, but saw no issue. Ms. Bogart advised Mr. Breese that it would be at his expense and responsibility and it was suggested that he make sure to secure the container to prevent theft.

Motion to close public session.

Moved:	K. Pharo					
Second:	M. Pasternak					
Roll Call:	S. D'Ambrosio	<u>Yes</u>	K. Pharo	<u>Yes</u>	S. Rodas	<u>Yes</u>
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		

1. APPROVAL OF MINUTES:

Motion to approve minutes of the following meetings:

1. Regular Session – 9/19/11
2. Executive Session – 9/19/11

Moved:	S. Rodas					
Second:	M. Pasternak					
Roll Call:	S. D'Ambrosio	<u>Yes</u>	K. Pharo	<u>Yes</u>	S. Rodas	<u>Yes</u>
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		

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2. SUPERINTENDENT’S REPORT/POWERPOINT PRESENTATION:

A. REPORTS:

- 1. Monthly Student Attendance Report
- 2. Student Enrollment
- 3. Staff Attendance - Monthly & Year-to-Date
- 4. Health Report
- 5. Fire Drills
- 6. Attendance Officer’s Report

B. VIOLENCE & VANDALISM REPORT* (EVVRS):

Superintendent:

“According to 18A:17-46, the Superintendent must report to the board of education all acts of violence and vandalism which occurred in the school district the previous year at a public hearing in October. This portion of the meeting will be the public hearing, which will be transcribed, kept on file, and made available to the public.

Superintendent:

“I need a formal motion to open the meeting to the public for comment on this report.”

Motion to Open the Meeting to the Public for Comment:

Moved: M. Pasternak
Second: K. Pharo
Roll Call: S. D’Ambrosio Yes K. Pharo Yes S. Rodas Yes
 M. Pasternak Yes J. Blum Yes

The Annual District Report of Violence and Vandalism for the 2010-2011 School Year was electronically filed on July 27, 2011. **There were zero incidents of violence at the Eagleswood Elementary School.**

At this time the Superintendent and Board of Education will hear comments from the public.

Superintendent:

There were no public comments.

Being no further public comments, I need a motion to close the public portion of this meeting.

Moved: M. Pasternak
Second: K. Pharo
Roll Call: S. D’Ambrosio Yes K. Pharo Yes S. Rodas Yes
 M. Pasternak Yes J. Blum Yes

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C. Week of Respect Report

Mrs. Snyder shared with the Board the different class projects and lessons being done at all grade levels for the Week of Respect.

3. CORRESPONDENCE:

1. Memorial Contribution for Robert Olszewski to the Friends of the Library (Little Egg Harbor Branch) on behalf of the Eagleswood Township Board of Education.

Mrs. Pharo thanked the Board for their donation.

4. BUSINESS REPORT:

TRANSFERS – See Attachment

1. Pursuant to 18A:22-8.1, the Business Administrator recommends budgetary transfers as attached.

FINANCIAL REPORTS:

2. Motion to accept the following financial reports:
 - a. Report of the Secretary dated 7/31/11
 - b. Report of the Treasurer dated 7/31/11

BILLS LIST

3. Motion to approve the Bills List for 10/17/11 in the amount of \$66,668.12
Motion to approve Health Insurance Payment of \$12,867.66
Motion to approve payroll for 9/15/11 & 9/30/11

CERTIFICATION OF LINE ITEMS

4. Pursuant to N.J.A.C. 6:2-2.13(e), the Board certifies that after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials that to the best of its knowledge no major account or funds has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

That all Business items be approved as presented:

Moved:	M. Pasternak				
Second:	S. Rodas				
Roll Call:	S. D'Ambrosio	<u>Yes</u>	K. Pharo	<u>Yes</u>	S. Rodas <u>Yes</u>
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>	

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5. PERSONNEL:

On the recommendation of the Superintendent that the following personnel/professional development be approved:

1. Approval: Accept letter of resignation from Karen Maxwell for Bus Aide position effective September 30, 2011.
2. Approval: To approve the following people as substitutes for the 2011-2012 school year:
 - Michelle Begonja
 - Debra L. Skimmons
 - Jennifer Leeds

That all Personnel items be approved as presented:

Moved:	M. Pasternak			
Second:	K. Pharo			
Roll Call:	S. D'Ambrosio <u>Yes</u>	K. Pharo <u>Yes</u>	S. Rodas <u>Yes</u>	
	M. Pasternak <u>Yes</u>	J. Blum <u>Yes</u>		

6. FACILITIES:

1. PTA Facility Use Request: Use of All Purpose Room on October 14, 2011 for a Halloween Costume Swap/Family Fun Night from 6:30pm – 8:00pm.
2. PTA Facility Use Request: Use of All Purpose Room on October 20, 2011 for the Pizza Fundraiser Delivery/Pickup from 3:00pm – 5:30pm.
3. PTA Facility Use Request: Use of Grounds on October 21, 2011 (rain date October 28, 2011) for the PTA Fall Fest from 9:00am – 2:00pm.
4. PTA Facility Use Request: Use of All Purpose Room on December 8, 2011 for a school assembly – Inspector Iwannano from 8:30am – 10:30am.
5. Follow Up – All Purpose Room lighting incident
6. **Approval – Flag Football League to put a storage container on the field for storage of their equipment at their expense and responsibility.**

That all Facilities items be approved as presented:

Moved:	K. Pharo			
Second:	M. Pasternak			
Roll Call:	S. D'Ambrosio <u>Yes</u>	K. Pharo <u>Yes</u>	S. Rodas <u>Yes</u>	
	M. Pasternak <u>Yes</u>	J. Blum <u>Yes</u>		

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7. POLICIES:

1. Second Reading of the following:

<u>Policy</u>	<u>Title</u>
0144	Board Member Orientation and Training (Revised) (HIB)
1230	Superintendent’s Duties (Revised)
1522	School-Level Planning (Revised)
2414	Programs and Services for Pupils in High Poverty and in High Need School Districts (Revised)
2415.01	Academic Standards, Academic Assessments and Accountability (Revised)
2415.04	Title I – District –Wide Parental Involvement (Revised)
3125.2	Employment of Substitute Teachers (New)
5350	Pupil Suicide Prevention (Revised) (HIB)
5561	Use of Physical Restraint (New)
5600	Pupil Discipline/Code of Conduct (Revised) (HIB)
6150	Tuition Income (Revised)
6220	Budget Preparation (Revised)
6311	Contracts for Goods or Services Funded by Federal Grants (New)
6820	Financial Reports (Revised)
8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised) (HIB)

<u>Regulation</u>	<u>Title</u>
2414	Programs and Services for Pupils in High Poverty and in High Need School Districts (Revised)
3144	Certification of Tenure Charges (Revised)
5561	Use of Physical Restraint (New)
5600	Pupil Discipline/Code of Conduct (Revised) (HIB)
8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised) (HIB)

That all Policy items be approved as presented:

Moved: J. Blum
 Second: K. Pharo
 Roll Call: S. D’Ambrosio Yes K. Pharo Yes S. Rodas Yes
 M. Pasternak Yes J. Blum Yes

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8. OLD BUSINESS:

1. Reminder: NJSBA Annual Workshop is October 24-26, 2011 in Atlantic City. Mrs. D’Ambrosio, Mrs. Pharo, Mr. Pasternak, and Mr. Blum have been registered to attend.

Board Member’s attending the event received their badges and registration instructions. Ms. Bogart reminded them to visit the website prior to attending the event to see all that was available at the workshop.

2. Update: Criminal History Record Checks for School Board Members

Ms. Bogart reported that all Board Members have either had their fingerprints done or are scheduled to have them done.

That all Old Business items be approved as presented:

Moved: N/A

Second:

Roll Call: S. D’Ambrosio _____ K. Pharo _____ S. Rodas _____
M. Pasternak _____ J. Blum _____

9. NEW BUSINESS:

1. Approval: Violence, Vandalism and Substance Abuse report for 2010-2011. Status of mandated programs: The above documents shall be accessible to the public for inspection at the meeting and shall be available with the provision of the public records law NJSA 47.A-1 et seq (As Attached)
2. Approval: Transportation Jointure with Toms River School District to transport out-of-district placement student (RJ) for the 2011-2012 school year for \$15,075.00.
3. Approval: For Mrs. Hulson to hold an after school Art Club as per the attached flyer.
4. Approval: For Mrs. Hulson to hold an after school Drama Club as per the attached flyer.

The Board was very happy to hear about these opportunities for the students and are thankful to the staff for making them happen. Discussion also occurred regarding the combining of the activities of the Drama Club and the PTA Holiday Variety show. Mrs. Snyder is going to have a separate meeting with both parties to see what can be arranged.

5. Approval: Submission of the 2011-2012 IDEA Consolidated Grant and accept the following award:
 - IDEA Basic - \$40,401.00 (used for out of district special education tuition)
 - IDEA Preschool - \$3,210.00 (used for preschool related expense)
6. Approval: To enter into a 60 month lease with Atlantic Tomorrows Office for a Savin 9033B Copier at \$151.50 per month and a \$400 per year service charge.

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7. Approval: To participate in the Alliance for Competitive Telecommunications with the Middlesex Regional Educational Services Commission (MRESC) Cooperative Pricing System and the New Jersey Association of School Business Officials (NJASBO) as per the attached agreement.
8. Approval: To participate in the Middlesex Regional Educational Services Commission (MRESC) as per the attached resolution and agreement.
9. Approval: **2010-2011** ~~2011-2012~~ Nursing Plan. A certified school nurse, Janet Corbett, is assigned to the Eagleswood Township Elementary School during those hours when school is in session to complete those duties outlined in NJAC 6A” 16-21(e)1. (As Attached) (Available At Meeting)
10. Approval: American Education Week will be held the week of November 14th. We will invite parents and community members to attend the Open House on November 16th from 10-2
11. Approval: To hold the annual Thanksgiving Day Dinner/Lunch for all students on Thursday, November 17, 2011. The dinner will be sponsored by the Board of Education with an approximate cost of \$285.00
12. Approval: The annual Halloween Parade and class parties are to be held on Monday, October 31, 2011. Dress up with NO judging of costumes.
13. Approval: 2011 Annual Review and Revisions of the Memorandum of Agreement between the Eagleswood Township Board of Education and the NJ State Police.
14. Approval: Science (K-6) and Math (K-2) Curriculum

Mrs. Snyder explained how we are continuing on a county wide level to coordinate curriculum to meet the Core Content Standards. Three staff members attended the planning sessions over the summer and now we are implementing the new curriculums. This will likely occur each Fall for the next several years as each area of curriculum is evaluated.
15. Approval: WeTip

Mrs. Snyder explained that WeTip is an anonymous hotline provided to us by our insurance carrier NJSBAIG. By signing up for this service we are meeting the requirement of setting up an anonymous tip line for bullying reports. It can also be used to report any other type of criminal concern (i.e. vandalism, child abuse). More information will follow as we roll out this program in our district.
16. Approval: 5-Year Maintenance Plan (As Attached) (Available At Meeting)
17. Approval: M-1 Statement (As Attached) (Available At Meeting)
18. Approval: Resolution to submit Comprehensive Maintenance Plan (As Attached) (Available At Meeting)

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That all New Business items be approved as presented:

Moved: J. Blum
Second: S. Rodas
Roll Call: S. D'Ambrosio Yes K. Pharo Yes S. Rodas Yes
 M. Pasternak Yes J. Blum Yes

10. EXECUTIVE SESSION:

"Motion to adjourn to Executive Session under the Open Public Meeting Law of 1975 the meeting is adjourned to Executive Session to discuss personnel and related matters. Those decisions which can be made public at this time will be made a part of the public meeting after reconvening."

Moved: M. Pasternak
Second: K. Pharo
Roll Call: S. D'Ambrosio Yes K. Pharo Yes S. Rodas Yes
 M. Pasternak Yes J. Blum Yes
Time: 8:45 PM

RETURN TO OPEN MEETING:

Motion to return to public session and reopen meeting.

Moved: M. Pasternak
Second: K. Pharo
Roll Call: S. D'Ambrosio Yes K. Pharo Yes S. Rodas Yes
 M. Pasternak Yes J. Blum Yes
Time: 9:24 PM

Matters being made public: None at this time

PUBLIC SESSION/OPEN FLOOR:

Please note that members of the public may address the board only during the public portion of the meeting, and may speak for a maximum of five minutes.

FURTHER BUSINESS:

**EAGLESWOOD TOWNSHIP BOARD OF EDUCATION
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ADJOURNMENT ON MOTION:

There being no further business the meeting of the Eagleswood Township Board of Education is adjourned.

Moved:	S. Rodas				
Second:	J. Blum				
Roll Call:	S. D'Ambrosio	<u>Yes</u>	K. Pharo	<u>Yes</u>	S. Rodas <u>Yes</u>
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>	
Time:	9:27 PM				

Respectfully submitted:

Allison Bogart
Business Administrator/Board Secretary

*Attachments to minutes will be placed in a separate addendum book.