

**EAGLESWOOD TOWNSHIP BOARD OF EDUCATION
MEETING MINUTES
DECEMBER 19, 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	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:	M. Pasternak					
Second:	J. Blum					
Roll Call:	S. D'Ambrosio	Yes	K. Pharo	Yes	S. Rodas	Yes
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		<u> </u>
Time:	7:04PM					

RETURN TO OPEN MEETING:

Motion to return to public session and reopen meeting.

Moved:	S. Rodas					
Second:	K. Pharo					
Roll Call:	S. D'Ambrosio	Yes	K. Pharo	Yes	S. Rodas	Yes
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		<u> </u>
Time:	7:32PM					

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Matters being made public: None at this time

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.

- **Parent inquired about the Holiday Party Policy regarding food items served and management of the party. Board deferred this matter to the Superintendent/Principal as a building/staff management item.**

Motion to close public session.

Moved:	S. Rodas					
Second:	M. Pasternak					
Roll Call:	S. D'Ambrosio	Yes	K.	Yes	S. Rodas	Yes
		<u> </u>	Pharo	<u> </u>		<u> </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 – 11/21/11
2. Executive Session – 11/21/11

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

3. CORRESPONDENCE:

1. None for this meeting

4. BUSINESS REPORT:

TRANSFERS –

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 10/31/11
 - b. Report of the Treasurer dated 10/31/11

BILLS LIST

3. Motion to approve the Bills List for 12/19/2011 in the amount of \$29,679.78
Motion to approve Health Insurance Payment of \$15,089.19
Motion to approve payroll for 11/15/11 & 11/30/11

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.

TRAVEL/TRAINING

5. Motion to approve the following Travel/Training expense:
 - a. None for this meeting

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That all Business items be approved as presented:

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

5. PERSONNEL:

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

1. Approval: To accept the resignation of Mrs. Colleen Lee as Part Time Lead Teacher for the Aftercare Program effective December 20, 2011.
2. Approval: To hire Mrs. Lisa Boyd as Part Time Lead Teacher for the Aftercare Program effective December 21, 2011 through the end of the school year at a rate of \$16.84 per hour.
3. Approval: To hire Andrea Gadot as part time Occupational Therapist effective January 1, 2011 at a rate of \$75.00 per hour.
4. **Addendum: To accept the resignation of Allison Bogart, School Business Administrator effective March 30, 2012.**

That all Personnel items be approved as presented:

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

6. FACILITIES:

1. Informational: State Asbestos Inspection

That all Facilities items be approved as presented:

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

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7. POLICIES: Tabled Until January 2012 BOE Meeting

1. Second Reading of the following:

Policy	Title
0142	Board Member Qualifications, Prohibited Acts, and Code of Ethics (Revised)
0168	Recording Board Meeting Minutes (Revised)
2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (Revised) (M)
5519	Dating Violence at School (New) (M)
6424	Emergency Contracts (Revised)
6472	Tuition Assistance (New)
8505	School Nutrition (Revised)
9180	School Volunteers (Revised)
9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

Regulation	Title
2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (New) (M)
5519	Dating Violence at School (New) (M)

That all Policy items be approved as presented:

Moved: N/A

Second:

Roll Call: S. D'Ambrosio

K.

S. Rodas

Pharo

M. Pasternak _____

J. Blum _____

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8. OLD BUSINESS: None for this meeting

That all Old Business items be approved as presented:

Moved: N/A

Second:

Roll Call: S. D'Ambrosio

K.

S. Rodas

Pharo

M. Pasternak

J. Blum

9. NEW BUSINESS:

1. Approval: 2012-2013 Budget Calendar
2. Discussion: Preliminary Budget Discussion as per Budget Calendar

A brief discussion occurred regarding the budget as per the Budget Calendar. A more detailed discussion will occur at the January BOE meeting.

3. Approval:

Whereas, the Eagleswood Township Board of Education is undergoing evaluation under NJ QSAC for the 2011-2012 school year, and

Whereas, N.J.A.C. 6A:30 requires participating school districts to hold a public meeting to approve the submission of the district's DPR responses and the Statement of Assurance with respect to this process, and

Whereas, the Eagleswood Township Board of Education has reviewed the districts DPR responses and Statement of Assurance and hereby approves these documents.

Now Therefore Be It Resolved, that the Eagleswood Township Board of Education does hereby authorize the Superintendent of Schools to submit the attached DPR and Statement of Assurances to the Commissioner of Education in compliance with the provisions of NJAC 6A:30.

4. Approval:

Whereas, pursuant to N.J.S.A 18A:17-34 and 18A:20-37, school districts are permitted to designate a bank for the deposit of public funds and/or are permitted to temporarily invest money not required for immediate expenditures as provided for therein; and

Whereas the Eagleswood Township Board of Education has solicited and reviewed proposals for banking services and found that Ocean First Bank provided the most advantageous proposal to the district,

Now Therefore Be It Resolved that the Board of Education authorizes the

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authorizes the Business Administrator to invest school district funds within statutory limitations and Ocean First Bank be authorized as legal depositories for the Board of Education Funds from January 1, 2012 through June 30, 2012 as recommended by the Superintendent.

Now Therefore Be It Resolved that the Board of Education designate Ocean First Bank as the bank for deposits and withdrawals for the General Operating Account, Payroll Account, Payroll Agency Account, Capital Projects Account, Student Activities Account, School Store Accounts, and Petty Cash Account from January 1, 2012 through June 30, 2012, as recommended by the Superintendent.

5. Approval:

Whereas, Chapter 78 2011 Pension and Benefit Reform Law dictates that all public employers must offer Flexible Spending Accounts (FSA) for Medical Expense Reimbursements to its employee's on a pretax deduction basis by January 1, 2012, and

Whereas, the Eagleswood Township Board of Education authorizes the School Business Administrator to administer said accounts,

Therefore Be It Resolved that the Board of Education approves Flexible Spending Accounts with a plan year of January 1, 2012 through June 30, 2012 for the first plan year, and July 1st through June 30th for all consecutive plan years, as per the attached specifications.

6. Approval:

Whereas, The New Jersey School Boards Association Group (NJSBAIG) Board of Trustees approved proposed amendments to its Bylaws at a public meeting on October 19, 2011 in accordance with Article IX(C) of the current NJSBAIG Bylaws; and

Whereas, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and

Whereas, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments:

Now Therefore Be It Resolved, that the Eagleswood Township Board of Education does hereby approve the proposed amendments to the NJSBAIG Bylaws.

7. Approval: Annual approval of PACO (Public Agency Compliance Officer) Allison Bogart, School Business Administrator.

That all New Business items be approved as presented:

Moved: M. Pasternak
Second: J. Blum

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	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		<u> </u>

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:	J. Blum					
Second:	S. Rodas					
Roll Call:	S. D'Ambrosio	Yes	K. Pharo	Yes	S. Rodas	Yes
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		<u> </u>
Time:	8:12PM					

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	<u>Yes</u>	J. Blum	<u>Yes</u>		<u> </u>
Time:	9:07 PM					

Matters being made public:

Motion to approve the following:

- **That a letter be written to Pinelands Regional Board of Education, Tuckerton Board of Education, and Bass River Board of Education regarding investigating the possibility of shared services for Business Administrator and Technology Services.**
- **To place an advertisement for a Part Time Business Administrator**
- **To affirm the Harassment, Intimidation, and Bullying reports as presented and discussed in executive session.**

Moved:	M. Pasternak
Second:	K. Pharo

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

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: None at this time

ADJOURNMENT ON MOTION:

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

Moved:	M. Pasternak					
Second:	K. Pharo					
Roll Call:	S. D'Ambrosio	Yes	K. Pharo	Yes	S. Rodas	Yes
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		<u> </u>
Time:	9:11PM					

Respectfully submitted:

Allison Bogart
Business Administrator/Board Secretary

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

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