

**EAGLESWOOD TOWNSHIP BOARD OF EDUCATION
MEETING MINUTES
July 18, 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:

** Arrived at 7:10 PM

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:	K. Pharo					
Second:	M. Pasternak					
Roll Call:	S. D'Ambrosio	Yes	K. Pharo	Yes	S. Rodas	Absent
	M. Pasternak	<u>Yes</u>	J. Blum	<u>Yes</u>		<u> </u>
Time:	7:03PM					

RETURN TO OPEN MEETING:

Motion to return to public session and reopen meeting.

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:	7:34 PM					

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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.

- Ms. Snyder introduced the School Nurse who has been assigned to our district through our agreement with MOESC, Janet Corbett. The Board welcomed Mrs. Corbett and wished her well at our district.
- Mr. Jason Beese, founder of Lightning Sports Group presented his Facilities Use Request to the Board of Education for use of the fields this Fall for a flag football league. Since this is a new organization Mr. Beese wanted to take the time to answer any questions that the Board may have. The Board reviewed the request and asked Mr. Beese a few questions about the organization. Specifically:
 - What are the participation fee's used for?
 - Insurance, equipment, and promotion of the league
 - The request reflects use of the field until 6pm. Will they be practicing/playing in the dark or will they finish up at dusk?
 - They will finish up at dusk. Since there is no lighting on the fields they will only practice as long as they can and adjust their schedule to the available hours of daylight.
 - Is Mr. Beese prepared to provide a portable bathroom facility on the field for the duration of the request?
 - Yes, he is hoping to have the portable facility donated as it has been for the Little League teams in the past.

Mr. Beese has also requested permission to paint lines on the fields. The Board was happy to allow him to do that, with the understanding that the entire expense and responsibility of maintaining the lines would fall to him. Mr. Beese also offered to assist with the mowing of the fields. Ms. Bogart will check with our insurance, but believes we would be able to use his assistance and it would be greatly appreciated.

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With no other comments from the public, Mrs. D’Ambrosio requested a motion to close public session.

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>

1. APPROVAL OF MINUTES:

Motion to approve minutes of the following meetings:

1. Regular Session – 6/20/11
2. Executive Session – 6/20/11

Moved:	M. Pasternak					
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>

2. SUPERINTENDENT’S REPORT/POWERPOINT PRESENTATION:

REPORTS: June 2011

1. Monthly Student Attendance Report
2. Student Enrollment
3. Staff Attendance - Monthly & Year-to-Date
4. Health Report
5. Fire Drills (None This Month)
6. Attendance Officer’s Report

3. CORRESPONDENCE:

1. Thank You note from Gary Driscoll
2. NJSBA Letter to Board President re: 2011-2012 dues and service credit

4. BUSINESS REPORT:

TRANSFERS – As Attached

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:

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- a. None at this time

BILLS LIST

- 3. Motion to approve the Bills List of 7/18/11 in the amount of ~~\$63,904.39~~ **Amend to \$63,659.39**
Motion to approve Health Insurance Payment of \$18,937.14
Motion to approve payroll for 6/15/11 & 6/30/11

CERTIFICATION OF LINE ITEMS – NA no reports this meeting

- 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.
- 5. Approval to close The Food Service Bank Account, Account #XXXXX1840

That all Business items be approved as presented:

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>

5. PERSONNEL:

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

- 1. Approval: That Stacey Vreeland participates in the Summer Curriculum Program receiving a \$1600.00 stipend to be paid through the 7/30/11 payroll.

Ms. Snyder explained that there was a change in the format to the Summer Curriculum Program that required an additional person to participate in the Language Arts section and since Mrs. Vreeland will be teaching 2nd Grade this year, it was a good fit.
- 2. Approval: To hire Kimberly Candurra as an Elementary School Teacher for the 2011-2012 school year at Step 1 BA of the 11/12 Salary Guide at \$45,501.00.
- 3. Approval: Approval to amend the following staff contracts for the 2011-2012 School Year
 - Kathy Lee – Social Worker/CST- 4 days/week - \$51,985 + \$800 longevity = \$52,785.00
 - Tammy Nicolini – PE Teacher – 4 days/ week - \$42,385

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Ms. Snyder explained that due to the retirement of Mrs. Kurica and a change in one of our special education student contracts we were able to bring back both Mrs. Lee and Mrs. Nicolini to their fulltime positions with the district.

4. Approval: To advertise for the following positions for the 2011-2012 School Year:
 - 2 1 Aftercare Instructors, Monday – Friday while school is in session.
 - Head Teacher at \$16.84/hr – From 3pm – 6pm
 - ~~Assistant at \$15.34/hr – From 2:45 – 5pm~~
 - Part Time, 10 Month Evening Custodian at a salary of \$11,400 (23.75hrs/week at \$12/hr), Monday – Friday from 4PM – 8:45PM
 - 2 Part Time Aides – pay rate to be determined
5. Approval: For Jeri Evans to do a Social Worker Internship with Kathy Lee for the 2011-2012 School Year.

That all Personnel items be approved as presented:

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

6. FACILITIES:

1. Discussion/Approval: Facility Use fee for 2011-2012 School Year.

The Board participated in a lengthy discussion about implementing a fee for the use of our facilities. It was decided that since 99% of the activities are for the benefit of the children and the community we will not be instituting a fee schedule at this time. However, due to the reduction in hours to the evening custodian position, we will be enforcing a strict 8:30pm finish time for all evening events. Ms. Bogart will update the Facility Use Form to reflect this change. The Board will discuss any special requests for later end times as they are presented.

2. Facilities Use Request – Lightening Sports Group – Requesting use of fields for Flag Football League Ages 7-15 from September 2011 – December 2011

See Public Session portion of these Minutes for discussion. Approved separately from other Facility items as follows:

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

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M. Pasternak Yes J. Blum Yes

3. Facilities Use Request – Mike Palladino – 3rd grade classroom for summer tutoring on Monday's and Thursday's for the month of August from 8:00am – 12:00PM.

Mr. Rodas voiced some concern over individuals benefiting financially from the use of the school facility. The rest of the Board disagreed and said it was more about the benefit to the children and giving families the opportunity to participate in parent paid programs then it was about the financial gain of the person putting on the program. Since as a district we are financially unable to support after school programs, we found this to be the best option for families that would like to participate. Mr. Rodas agreed for the time being but would like to discuss further in the future possibly charging a facility use fee for these programs.

That all Facilities items be approved as presented:

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

7. POLICIES:

None at this time

That all Policy items be approved as presented:

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

8. OLD BUSINESS:

1. Reminder: NJSBA Annual Workshop is October 24-26, 2011 in Atlantic City. Registration Fee is covered under NJSBA service credit. Please let Allison know if you are interested in attending.

That all Old Business items be approved as presented:

Moved: N/A
 Second:
 Roll Call: S. D'Ambrosio _____ K. Pharo _____ S. Rodas _____

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M. Pasternak _____ J. Blum _____

9. NEW BUSINESS:

1. Discussion/Approval: Use of additional State Aid awarded on July 12, 2011.

Ms. Bogart explained to the Board that we have been given additional Adjustment Aid in the amount of \$23,294.00. The state gave us three options to use the funds. Option 1, to use it in the 11-12 school year as an offset to your Local Tax Levy, Option 2, to set the funds aside and use them in the 12-13 School Year, and Option 3, to set the funds aside and use them in the 13-14 School Year. After discussion,

the Board agreed with the proposal from Ms. Bogart and Ms. Snyder to use the funds in the 2012-2013 School Year. We have already worked out our finances for the current school year, and due to the delicate state of our funds and the uncertainty of what next school year will bring, we believe it is within the best interest of this district to go with this option.

2. Approval: Special Education Tuition Contract between Eagleswood Township Board of Education and Tuckerton Borough Board of Education for one special education student (M.B.) from July 5, 2011 to July 28, 2011 for the Special Education Preschool Handicapped ESY Program in the amount of \$1,544.22 as per the attached contract.
3. Approval: Special Education Tuition Contract between Eagleswood Township Board of Education and Tuckerton Borough Board of Education for one special education student (M.B.) from September 6, 2011 through June 14, 2012 (2011-2012 School Year) for the Special Education Preschool Handicapped Program in the amount of \$17,919.00 as per the attached contract.
4. Approval: Special Education Tuition Contract between Eagleswood Township Board of Education and Tuckerton Borough Board of Education for one special education student (L. R.) from September 6, 2011 through June 14, 2012 (2011-2012 School Year) for the Special Education Program in the amount of \$7,629.69 as per the attached contract.
5. Informational: Teacher Assignments for 2011-2012 School Year

Ms. Snyder explained that due to the retirement of Mrs. Kurica, the following changes will occur with the Teacher Assignments for the 11-12 School Year:

- 6th Grade – Mrs. Frame
- 5th Grade – Mrs. Meszaros
- 4th Grade – Ms. Candurra
- 2nd Grade – Mrs. Vreeland
- BSI – Mrs. Nicosia

All other teaching positions will remain the same.

6. Approval: Revise 2011-2012 School Calendar to make March 12, 2012 a half day instead of March 19, 2012 to accommodate staff in-service training schedule.
7. Informational: School Lunch Water Availability in the _____ 7 _____ Price Equity Mandate and Required School Lunch Program

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Ms. Bogart explained that there is a Federal Mandate being implemented for the 2011-2012 school year that requires school district to adjust their lunch prices to better match the Federal Reimbursement Rate. This will be discussed in more detail at next month’s meeting, but Ms. Bogart wanted the Board to know in case they heard about it occurring in other school districts.

Ms. Bogart also explained the new requirement for water to be available to the students while lunch is being served. Our district is able to fulfill this requirement by allowing the students unrestricted access to the water fountain outside the All Purpose Room.

8. Informational: Criminal History Record Checks for School Board Members

Ms. Bogart explained to the Board that they will now have to get their fingerprints done. She had just received further guidance from the state on how they will be proceeding with this process and will be sharing it with via e-mail as soon as it has been reviewed.

9. Approval: PK Orientation/Parent Training to be held on August 17, 2011. Additional approval to compensate 2 PreK Aides for 2 hours at their hourly rate.

10. Informational: Pension & Benefit Changes

Ms. Bogart explained to the Board how the recent changes to the state pension and health benefits will affect our district. Employees will contribute an additional 1% to their pension effective October 1, 2011 and then an additional 1% over the next 7 years. The changes to the Health Benefit Contribution will not affect our teaching staff until their contract expires in two years. At that point they will begin Year 1 of the adjustment to their health benefit contribution.

11. Informational: Posting of AHERA Inspection for July 2011

12. Approval: Five Year Curriculum Review

13. Informational/**Approval**: Xerox Copier Lease

Ms. Bogart explained that the current lease is about to expire and we will be entering into a new lease with Xerox on an upgraded version of the copier we currently have. The lease will be for 60 months at a rate of \$402.42, which a reduction from the last lease due to evaluation of monthly copy history and the District’s “going paperless” initiative.

That all New Business items be approved as presented:

Moved:	K. Pharo					
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>

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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:	K. Pharo					
Second:	S. Rodas					
Roll Call:	S. D'Ambrosio	Yes	K. Pharo	Yes	S. Rodas	Yes
		<u> </u>	J. Blum	<u> </u>		<u> </u>
	M. Pasternak	<u> </u>		<u> </u>		
Time:	8:49 PM					

RETURN TO OPEN MEETING:

Motion to return to public session and reopen meeting.

Moved:	J. Blum					
Second:	M. Pasternak					
Roll Call:	S. D'Ambrosio	Yes	K. Pharo	Yes	S. Rodas	Yes
		<u> </u>	J. Blum	<u> </u>		<u> </u>
	M. Pasternak	<u> </u>		<u> </u>		
Time:	9:12 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:

None at this time

ADJOURNMENT ON MOTION:

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

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

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Time: 9:14 PM

Respectfully submitted:

Allison Bogart
Business Administrator/Board Secretary

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