



*Barnegat Township  
School District*

**BARNEGAT BOARD OF EDUCATION  
REGULAR MEETING**

**January 29, 2013  
Tuesday, 5:30 PM**

Barnegat High School  
180 Bengal Blvd.  
Barnegat, NJ 08005

**PUBLIC  
AGENDA**



*Our collective mission is to nurture and educate our children in accordance with all curriculum standards to prepare them for responsible citizenship and success in life.*

**I. CALL TO ORDER**

**II. OPEN PUBLIC MEETING ACT**

The notice of this meeting has been forwarded to the Asbury Park Press, and placed in the foyer of the Barnegat High School, the Municipal Building and filed with the Municipal Clerk, in conjunction with the Open Public Meeting Act N.J.S.A. 10:4-10.

**III. EXECUTIVE SESSION RESOLUTION**

Request a resolution for Executive Session at this point in the meeting of the Barnegat Township Board of Education on January 29, 2013 for the purpose of discussing confidential student information, personnel items, contracts and/or litigation.

**WHEREAS**, Section 8 of the Open Public Meeting Act, N.J.S.A. 10:4-12 permits the exclusion of the public from a meeting in certain circumstances and

**WHEREAS**, this public body is of the opinion that such circumstances exist.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Township of Barnegat in the County of Ocean and State of New Jersey, as follows:

The public shall be excluded from discussion on the actions upon the hereinafter specified subject matter(s): student information, personnel/contracts, and/or litigation.

The general nature of the subject matter(s) to be discussed is listed under Executive Discussion.

It is anticipated at this time that the subject matters will be made public, if and when, confidentiality is no longer needed. Action may be taken.

This resolution shall become effective immediately.

**IV. EXECUTIVE DISCUSSION**

1. Board Training

V. **CALL TO ORDER**

VI. **ROLL CALL**

VII. **FLAG SALUTE**

VIII. **APPROVAL OF AGENDA AND/OR ADDITIONS**

IX. **STUDENT REPRESENTATIVE**

The district has initiated participation of students as student representatives at Board meetings to offer insight into district and student community highlights, activities and issues.

Please welcome our guest High School Representative: **Morgan Mitchell**.

X. **DISTRICT HIGHLIGHTS**

- District Enrollment Numbers as of January 23, 2013

|                                     |             |
|-------------------------------------|-------------|
| Cecil S. Collins Elementary School  | 383         |
| Joseph T. Donahue Elementary School | 291         |
| Lillian M. Dunfee Elementary School | 366         |
| Robert L. Horbelt Elementary School | 423         |
| Russell O. Brackman Middle School   | 760         |
| Barnegat High School                | 1016        |
| <b>District Total</b>               | <b>3239</b> |

XI. **SUPERINTENDENT’S MOTION/INFORMATION:**

1. Motion to appoint Michelle Johns, Vice Principal – BHS, as Anti-Bullying Coordinator.

XII. **PRESIDENT’S REMARKS/INFORMATION**

XIII. **PUBLIC SESSION**

The Barnegat Township Board of Education appreciates and welcomes public comment, advice and suggestions especially when it is intended to assist/help the Board of Education. Please feel free to speak to the Board during the public session. Comments and discussion will be limited to one five (5) minutes period per individual unless requested by the chairperson to continue on a point of clarification. Public comment at special meetings of the Board shall be related to the call of the meeting. In accordance

with the Board of Education Policy, each participant must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if appropriate. Your anticipated courtesy to the member of the public and the Board is appreciated.

**XIV. APPROVAL OF MINUTES**

1. Motion to approve the Regular Minutes from the regular (reorganization) meeting of January 4, 2013.
2. Motion to approve the Executive Session Minutes for the Regular meeting of December 18, 2012.

**XV. FINANCE COMMITTEE – MOTIONS:**

1. Motion to approve January, 2013 bills list in the amount of \$1,020,999.32.
2. Motion to approve January 15, 2013 payroll in the amount of \$1,372.268.01.
3. Motion to approve hand checks written for January, 2013 in the amount of \$1,279.90.
4. Motion to approve the Monthly Report of the Treasurer (A-149) for December, 2012.
5. Motion to approve the Monthly Report of the Secretary (A-148) for December, 2012.
6. Motion to approve Transfer Report for the month of December, 2012.
7. Motion to approve the following Out-of-District placements:

| NAME                    | PLACEMENT                        | TUITION  | TRANSPORTATION |
|-------------------------|----------------------------------|--|----------------|
| J.N. (Homeless student) | Neptune Twsp. Board of Education | Prorated: 94 days @ \$44.28 = \$4,162.82.<br>This is prorated from Sept, 2012 through February, 2013 | N/A            |

8. Motion to approve the following Homebound Instruction students:

| STUDENT | SCHOOL    | K.W. Email to Board | DURATION            |
|---------|-----------|---------------------|---------------------|
| J.L.*   | BHS       |                     | 1/2/13 – 1/8/13     |
| F.Z.*   | BHS       | 12/14/12            | 12/20/12 – 1/4/13   |
| Q.C.*   | BHS       | 12/14/12            | 12/20/12 – 1/4/13   |
| K.T.    | BHS – OOD | N/A                 | 1/3/13 – 1/25/13    |
| G.C.    | BHS       | N/A                 | 11/28/12 – 12/11/12 |
| M.M.    | BHS       | N/A                 | 12/10/12 – 1/14/13  |

|      |     |     |                           |
|------|-----|-----|---------------------------|
| P.F. | BHS | N/A | 10/12/12 – 1/31/13 (ext.) |
| G.M. | BHS | N/A | 1/8/13 – 2/8/13           |
| E.J. | BHS | N/A | 1/11/13 – 2/7/13          |

\*Administrative Suspension

9. Motion to approve bedside academic instruction for A. C., a regular education student at ROBMS. Princeton Healthcare System Center for Eating Disorders provided this service from November 23, 2012 to December 21, 2012 at a cost of \$37.00 per hour for 20 hours for a total of \$740.00.
10. Motion to approve Change Order GC-4 adding \$27,963 to the contract amount for ESIP.
11. Motion to approve a contract between the Barnegat Township School District and Bayada Home Health Care, Inc. for onsite, daily nursing care for student, D.B. at a rate of \$51.00 per hour for RN services and \$41.00 per hour for LPN services provided under this Agreement. The school district will also pay for all time the Bayada employee spends on the bus or otherwise transporting the student to and from school. The contract is in effect from January 8, 2013 through June 30, 2013.
12. Motion to void the checks from the Athletics Account that have not been cashed.

|          |                               |             |                 |
|----------|-------------------------------|-------------|-----------------|
| 5/2/11   | Glenn Richards                | Official    | \$ 83.00        |
| 9/12/11  | Toms River North Girls Tennis | Tournament  | \$145.00        |
| 9/12/11  | Ronald Portz                  | Official    | \$ 57.00        |
| 9/12/11  | Larry Whyte                   | Official    | \$ 74.00        |
| 10/19/11 | Shore Conference              | Tournaments | \$ 42.00        |
| 10/24/11 | David Wasienko                | Official    | \$ 18.00        |
| 1/3/12   | Dick Amdur                    | Official    | \$ 77.00        |
|          |                               | TOTAL       | <u>\$496.00</u> |

13. Motion to approve the NJASBO Professional Development Program subscription enrollment for 2012-13 for five seminars to be determined at a cost of \$225.00.
14. Motion to approve the cost of alternative instruction for student, K.R., through the New Hope Foundation for an approximate length of 2-6 months at a cost of \$450.00 per day. This arrangement will be reviewed monthly by Guidance.
15. Motion to approve workshop for Alice Olker, Board President and Grace Paulhus, Board Member entitled “Bargaining at the Table” on January 26, 2013 at a cost of \$125 each. The mileage will be determined after the workshop.

**XVI. GOVERNANCE COMMITTEE – MOTIONS:**

1. Motion to approve the first reading and/or adoption of the following Policies:

|    | <b>Policy #</b> | <b>Section</b>         | <b>Title</b>                        |         | <b>Type</b>     |
|----|-----------------|------------------------|-------------------------------------|---------|-----------------|
| 1  | 0132            | Bylaws                 | Executive Authority                 | Revised | Recommended     |
| 2  | 2415            | Program                | No Child Left Behind Programs       | Revised | <b>MANDATED</b> |
| 3  | 2431            | Program                | Athletic Competition                | Revised | <b>MANDATED</b> |
| 4  | 2468            | Program                | Independent Educational Evaluations | New     | Recommended     |
| 5  | 3230            | Teaching Staff Members | Outside Activities                  | Revised | Recommended     |
| 6  | 3281            | Teaching Staff Members | Inappropriate Staff Conduct         | Revised | Recommended     |
| 7  | 4230            | Support Staff Members  | Outside Activities                  | Revised | Recommended     |
| 8  | 4281            | Support Staff Members  | Inappropriate Staff Conduct         | Revised | Recommended     |
| 9  | 5411            | Pupils                 | Promotion from Eighth Grade         | Revised | By District     |
| 10 | 6113            | Finances               | E-Rate                              | New     | Suggested       |
| 11 | 6163            | Finances               | Advertising on School Property      | New     | Suggested       |
| 12 | 6480            | Finances               | Purchase of Food Supplies           | Revised | <b>MANDATED</b> |
| 13 | 8505            | Operations             | School Nutrition                    | Revised | <b>MANDATED</b> |

2. Motion to approve the first reading and/or adoption of the following Regulations:

|    | <b>Regulation #</b> | <b>Section</b>         | <b>Title</b>  |         | <b>Type</b>     |
|----|---------------------|------------------------|---|---------|-----------------|
| 1. | R2431.1             | Program                | Emergency Procedures for Athletic Practices and Competitions            | Revised | <b>MANDATED</b> |
| 2. | R2431.2             | Program                | Medical Examination to Determine Fitness for Participation in Athletics | Revised | <b>MANDATED</b> |
| 3. | R3230               | Teaching Staff Members | Outside Activities  | Revised | Recommended     |
| 4. | R3281               | Teaching Staff Members | Inappropriate Staff Conduct   | Revised | Recommended     |
| 5. | R4230               | Support Staff Members  | Outside Activities  | Revised | Recommended     |
| 6. | R4281               | Support Staff Members  | Inappropriate Staff Conduct   | Revised | Recommended     |

**XVII. EDUCATION COMMITTEE – MOTIONS:**

1. Motion to approve Digital Forensics Curriculum.
2. Motion to approve 2011-2014 Bilingual/ESL Three-Year Program Plan.
3. Motion to approve the following student teacher placements:

| <u>Student Teacher</u> | <u>Type of Placement</u> | <u>Dates</u>    | <u>University</u> | <u>Location/Subject</u> | <u>Interview Date</u> | <u>Interviewer</u> |
|------------------------|--------------------------|-----------------|-------------------|-------------------------|-----------------------|--------------------|
| Wallace, Kristen       | Student Teacher          | 1/23/13-5/3/13  | Monmouth          | BHS-Math                | 1/3/13                | Mr. Nichol         |
| Keene, DeeAnn          | Student Teacher          | 1/28/13-5/10/13 | Georgian Court    | ROBMS-Math              | 12/18/12              | Mr. Fiorentino     |

4. Motion to approve workshop requests.

| <u>Name</u>                       | <u>School</u> | <u>Workshop</u>             | <u>Date</u>  | <u>Location</u> | <u>Workshop Fee</u> | <u>Mileage</u> | <u>Tolls/Parking</u> | <u>Total</u> |
|-----------------------------------|---------------|-----------------------------|--------------|-----------------|---------------------|----------------|----------------------|--------------|
| S. Harrer                         | JTDS          | Very Best ADHD Treatments   | 2/28/13      | Spring Lake     | \$199.99            | \$23.86        | \$3.50               | \$227.35     |
| J. Blaney                         | CSCS          | Very Best ADHD Treatments   | 2/28/13      | Spring Lake     | \$189.99            | \$0.00         | \$0.00               | \$189.99     |
| G. Delaporte (app'd by Mrs. Wood) | CSCS          | Legal One Training          | 2/7 & 3/7/13 | Monroe Twsp     | \$320.00            | \$0.00         | \$0.00               | \$320.00     |
| J. Saxton                         | RLHS          | Strengthen Title 1 Program  | 3/20-21/13   | Cherry Hill     | \$595.00            | \$53.90        | \$0.00               | \$648.90     |
| B. Cook                           | District      | Technology Primary Students | 2/21/13      | Galloway        | \$178.00            | \$17.92        | \$1.50               | \$197.42     |

5. Motion to approve Continuing Education requests:

| <u>Name</u>        | <u>Position</u> | <u>Course</u> |
|--------------------|-----------------|---------------|
| Christine Sabatino | Custodian       | Black Seal    |
| Laura Dowstra      | Custodian       | Black Seal    |

6. Motion to approve Mrs. Altonjy, BHS Music teacher, to take students to New York City, on March 20, 2013 to see a production of *Nice Work If You Can Get It*. Trip also includes a Choral Workshop. There is no cost to the district; students would pay \$119 for show, workshop, and transportation.



**XVIII. PERSONNEL COMMITTEE – MOTIONS:**

1. Approve hiring the following substitute teachers for the 2012-2013 S/Y
  - a. Pamela Geoghegan – certified
  - b. Christopher Stanton – certified
  - c. Carol Martin – certified
2. Approve hiring the following substitute support staff for the 2012-2013 S/Y
  - a. Eileen Garvin – transportation aide
  - b. Keith Holley – custodian
  - c. Jeanette Vergara – custodian
3. Approve the following Girl’s Track and Field coach for the 2012-2013 S/Y
  - a. Kevin Smith
4. Approve the following personnel for the 2012-2013 S/Y
  - a. Melanie Prestino – Playground/Cafeteria Aide – P/T (B)  
Salary/Step - \$11.24/hr.  
Effective – 1/30/13, pending criminal history clearance  
Justification – replacing Donna MacKay  
Acct # 11-000-262-107-01
  - b. Charles Fastige – P/T Security Guard – District (hiring process) (B)  
Salary/Step - \$13.50/hr.  
Effective – 1/30/13 – 6/30/13, pending criminal history clearance  
Justification – filling a vacancy  
Acct #11-000-266-100-01 Ext 12047

**XIX. PERSONNEL COMMITTEE – INFORMATION:**

1. Notification of retirement:
  - a. Jeffrey L. Johnson – B&G - Maintenance  
Effective 3/1/13
  - b. Margaret Dunham – ROBMS – ILA Teacher  
Effective 3/1/13
  - c. Kathleen Prisbell – ROBMS Grade 8 ILA Teacher  
Effective 4/1/13

2. Notification of maternity leave:
  - a. Leigh E. Sharpless –CSCS – Science/Health Teacher  
3/4/13 – 6/2/13  
6/3/13 – tentative return to work
  - b. Michelle Lutcza – CSCS – 3<sup>rd</sup> Grade Teacher  
4/26/13 – 8/31/14  
9/1/14 – tentative return to work
3. Notification of revised medical leave
  - a. Maria DiPisa – ROBMS – Aide  
11/12/12 – 2/1/13  
2/4/13 – tentative return to work

## **XX. EXECUTIVE SESSION RESOLUTION**

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This resolution shall become effective immediately.

## **XXI. EXECUTIVE DISCUSSION**

1. Monthly HIB report
2. Ethics Training
3. Legal Update

**XXII. CALL TO ORDER**

**XXIII. ROLL CALL**

**XXIV. OLD BUSINESS**

**XXV. NEW BUSINESS**

1. Motion to approve the HIB incidents' report, as per Policy 5512, Harassment, Intimidation and Bullying, as presented by the superintendent during executive session.
2. Board of Education Code of Ethics Review – Board Member Code of Ethics – The Board President will at this time call for the reading and review of the New Jersey School Boards Member Code of Ethics.

**RESOLVED**, pursuant to N.J.S.A. 18A:12-21, that each member of the Board of Education has reviewed the New Jersey School Board Member Code of Ethics.

**FURTHER**, to acknowledge each Board Member has submitted on this day a signed copy affirming the ethics promise.

**XXVI. ADJOURNMENT**

The next date for the Barnegat Township Board of Education meeting is February 19, 2013. The meeting will be held at 6:30 PM.



## **CODE OF ETHICS**

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### **Board of Education**

A school board member shall abide by the following Code of Ethics for School Board Members:

1. I will uphold and enforce all laws, state board rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

# **BARNEGAT BOARD OF EDUCATION**

Alice N. Olker, President

Lauren P. Sarno, Vice President

Lisa Becker

Frank P. Caputo

Joseph Cloke

James Mihalik

Kim Murphy

Grace Paulhus

Denise Pilovsky