

*Barnegat Township
School District*

**BARNEGAT BOARD OF EDUCATION
REGULAR MEETING**

**September 9, 2008
Tuesday, 6:30 PM**

Joseph T. Donahue School
200 Bengal Blvd.
Barnegat, NJ 08005

**PUBLIC
AGENDA**

OUR MISSION: The Barnegat Schools, in partnership with our community, nurture and educate our children in accordance with all core curriculum content 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 Joseph T. Donahue Elementary 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. ROLL CALL

IV. FLAG SALUTE

V. APPROVAL OF AGENDA AND/OR ADDITIONS

VI. PRESIDENT'S REMARKS –ATTORNEY REMARKS

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

Motion to open the meeting to public comments

VIII. APPROVAL OF MINUTES

1. Motion to approve the Executive Session Minutes of the Regular Meeting of August 12, 2008.
2. Motion to approve the Executive Session Minutes of the Special Meeting of August 28, 2008.

3. Motion to approve the Regular Session Minutes of the Special Meeting of August 28, 2008

IX. MOTION TO APPROVE KEVIN SCULLY AS THE NEW JERSEY SCHOOL BOARD ASSOCIATIONS REPRESENTATIVE FOR THE BARNEGAT TOWNSHIP SCHOOL DISTRICT.

X. CORRESPONDENCES

- Thank you letter from Marlee Saxton for giving her the opportunity to work for the Barnegat Summer Camp.
- Thank you letter from Robin Collins, Family Support Program Coordinator of the ARC OC Chapter, to the district of Barnegat for the uses of the Russell O. Brackman Middle School to perform their “Elvis” fundraiser.

XI. BOARD GOVERNANCE COMMITTEE MOTIONS:

1. Motion to approve the second reading of the following policies:

| <i>#</i> | <i>Section</i> | <i>Title</i> | <i>Type</i> |
|----------|----------------|---|-------------|
| 0142.1 | BY-LAWS | NEPOTISM | NEW |
| 0174 | BY-LAWS | LEGAL SERVICES | NEW |
| 0177 | BY-LAWS | PROFESSIONAL SERVICES | NEW |
| 1570 | ADMINISTRATION | INTERNAL CONTROLS | NEW |
| 1620 | ADMINISTRATION | ADMINISTRATIVE EMPLOYMENT CONTRACTS | NEW |
| 6111 | FINANCES | SPECIAL EDUCATION MEDICAID INITIATIVE PROGRAM | NEW |
| 6320 | FINANCES | PURCHASES SUBJECT TO BID | REVISED |
| 6360 | FINANCES | POLITICAL CONTRIBUTIONS | REVISED |
| 6362 | FINANCES | CONTRIBUTIONS TO BOARD MEMBERS AND CONTRACT AWARDS | NEW |
| 6423 | FINANCES | EXPENDITURES FOR NON- EMPLOYEE ACTIVITIES, MEALS AND REFRESHMENTS | NEW |
| 6510 | FINANCES | PAYROLL AUTHORIZATION | REVISED |

| | | | |
|---------|-----------|--|-------------------|
| 6831 | FINANCES | WITHHOLDING OR RECOVERING STATE AID | NEW |
| 7410 | PROPERTY | MAINTENANCE AND REPAIR | POLICY/REGULATION |
| 7650 | PROPERTY | SCHOOL VEHICLE ASSIGNMENT, USE, TRACKING, MAINTENANCE AND ACCOUNTING | NEW |
| 9120 | COMMUNITY | PUBLIC RELATIONS PROGRAM | NEW |
| 5512.01 | PUPILS | HARASSMENT, INTIMIDATION & BULLYING | REVISED |
| 9541 | COMMUNITY | STUDENT TEACHERS/INTERNS | REVISED |
| 0167 | BY-LAWS | PUBLIC PARTICIPATION IN BOARD MEETINGS | REVISION |

The policies listed above are and all state policies under the referenced sections.

2. Motion to approve the first reading of the following policy.

| # | Section | Title | Type |
|------|----------------|-------------------|------|
| 6470 | FINANCE | PAYMENT OF CLAIMS | NEW |
| 1140 | ADMINISTRATION | RICE PROCEDURES | NEW |

XII. FINANCE COMMITTEE MOTIONS

1. MOTION TO APPROVE SEPTEMBER BILLS IN THE AMOUNT OF \$952,731.99, AUGUST PAYROLL IN THE AMOUNT OF \$ 829,914.23.

2. MOTION TO APPROVE THE FOLLOWING WORKSHOPS

| NAME | SCHOOL | WORKSHOP TITLE | DATE | Location | Workshop FEE | Mileage | TOLLS/PARKING | Total |
|--------------|--------|----------------------------|-------------|--------------|--------------|---------|---------------|----------|
| E. Cherry | BHS | AMTNJ Leaders | 9/22/08 | Livingston | \$100.00 | \$56.43 | \$10.00 | \$166.43 |
| C. Scrimenti | Admin | Differentiated Instruction | 10/6 & 10/8 | West Windsor | \$350.00 | \$29.65 | 0 | \$379.65 |

3. MOTION TO ACCEPT ADACO GRANT

A Motion to accept ADACO grant in the amount of \$1,000 for the Russell O. Brackman School and \$1,500 for the Barnegat High School.

4. MOTION TO APPROVE INSTRUCTION AT THE HOMEBOUND RATE FOR STUDENT CG AT SUMMIT OAKS HOSPITAL

A Motion to approve instruction at the homebound rate for student CG at Summit Oaks Hospital – 10 hours a week at \$36.00 an hour as long as needed.

5. MOTION TO APPROVE A FORENSIC AUDIT OF LEGAL/LITIGATION

A Motion to approve a forensic audit of legal/litigation bills from July 1, 2006 – June 30, 2007 and July 1, 2007 – June 30, 2008 at a cost of \$3,500 - \$5,000.

6. MOTION TO APPROVE MOESC RESOLUTION FOR PARTICIPATION IN COORDINATED TRANSPORTATION

A motion to approve an agreement between Monmouth-Ocean Educational Services Commission with offices at 100 Tornillo Way, Tinton Falls, New Jersey 07712 (hereinafter referred to as the MOESC) and Barnegat Township Board of Education with offices at 550 Barnegat Blvd., N, Barnegat, New Jersey (hereinafter referred to as Board of Education) as follows:

RECITALS

- A. The Board of Education desires to transport special education, nonpublic, public and/or vocational school students to specific destinations.
- B. The MOESC offers coordinated transportation services
- C. The MOESC will organize and schedule routes to achieve the maximum cost effectiveness.

NOW, THEREFORE, it is agreed that in consideration of prorated contract costs calculated by the billing formula adopted by the MOESC, plus an administrative fee of five percent (5%), the Barnegat Township Board of Education shall pay the MOESC for transportation services rendered. Said formula shall be based on the number of students and a per pupil mile ration encumbering any special requirements specified by participating districts.

The MOESC will provide the following services:

- a) routes coordinated with other districts, whenever possible, to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;

- b) an estimated fee for all routes based on a ratio of the number of students and student mileage. It is understood that initial transportation charges are estimates based on initial mileage and ridership and thereby subject to changes as the number of students and/or mileage increases and/or decreases.
- c) monthly billing and invoices;
- d) a report of students for all routes coordinated by MOESC;
- e) all necessary interaction and communication between the sending district, receiving school and respective transportation contractors;
- f) constant review and revision of routes;
- g) provide transportation within three (3) days or sooner after receipt of the formal written request.

It is further agreed that the Barnegat Township Board of Education will provide the MOESC with the following: requests for special transportation on approved forms to be provided by the MOESC, completed in full and signed by authorized district personnel; withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received.

Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district making the request. All such costs must first be approved by the Barnegat Township Board of Education.

Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2008 and June 30, 2012.

Entire Agreement – this Agreement constitutes the entire and only agreement between the parties and may be amended by any instrument in writing over authorized signature.

It is further agreed by the Board of Education to the following:

Upon the execution of this Agreement, it is agreed that MOESC's school bus contractor, selected pursuant to the public bidding law, shall exclusively provide pupil transportation services for the identified student during the term of the contract.

The Board of Education may terminate this contract only for good cause. Good cause shall not be defined to include a lesser transportation cost alternative available to the Board of Education during the term of the Contract. Good cause includes, but shall not be limited to the following: (1) the student's parent electing to provide transportation for the student for the entire contract term; (2) the student no longer requires the transportation services because the student does not need to travel to the transportation contract's destination because the student's education plan has changed, the school assignment is changed for education-based reasons, the student has moved from the school district, the student's pupil transportation is merged with other route(s) to reduce cost or for other good cause shown.

The parties to this Agreement acknowledge that the school bus contractor who is providing or to be providing pupil transportation services as contemplated in this Agreement, is an

“intended third-party beneficiary” of the contract between MOESC and the Board of Education. In the event that the Board of Education should breach this Agreement, the school bus contractor shall have the right to commence legal action against the Board of Education as a result of such breach and may seek compensatory damages, or any other relief that may be appropriate.

XIII. EDUCATION COMMITTEE – INFORMATION

1. Just wanted to update you all about our great experience at Cheerleading Camp...

The Barnegat High School Varsity, Junior Varsity, and Freshman Cheerleaders recently returned from a National Cheerleaders Association (NCA) summer camp. The camp was held at Camp Bryn Mawr in the Pocono's and attracted over 600 cheerleaders from the surrounding states.

The National Cheerleaders Association selects award winners at each of the 1,000 camps it administers around the world each summer. Founded in 1948 by L.R. Herkimer, NCA has been conducting camps for 60 years and holds events annually for 150,000 cheerleaders and dancers around the world.

The Barnegat **Varsity** Cheerleaders received the following awards at the National Cheerleaders Association camp they attended.

- **Spirit Award Winner** – This prestigious award is selected by the camp members as the team who exemplifies true team spirit and camaraderie.
- **The Herkie TEAM Award** – The Herkie TEAM Award Winner, named after NCA's founder, L.R. Herkimer is awarded to squads who exemplify the qualities upon which NCA was founded. These qualities are leadership, values and teamwork.
- **National Championship Bid Winner** – This tremendous accomplishment is awarded to the team Bid Winner exemplifying the best technical skill and cheerleading technique. This bid is extended to teams to compete at the NCA Senior and Junior High School National Championship in Dallas, Texas. The NCA Championships are the world's largest cheerleading events, bringing in over 20,000 of the nation's cheerleaders for the nation's most exciting cheerleading competitions.
- **Performance Top Team Winner** – On the last day of camp teams compete with a cheer that they have learned during the week. Overall technical skills, as well as the ability to lead the crowd, are judged to select the winner.
- **Spirit Stick Winner** – Presented to the squad showing the most sincere spirit and enthusiasm throughout the entire week at camp. This award is voted on by all teams.
- **Technical Excellence in Tumbling Award** – Presented to the squad that instructors feel best demonstrated superior skill technique in Tumbling.

The Barnegat **Junior Varsity** Cheerleaders received the following awards:

- **National Championship Bid Winner**
- **Spirit Stick Winner**

The Barnegat **Freshman** Cheerleaders received the following awards:

- **National Championship Bid Winner**
- **Spirit Stick Winner**
- **Most Improved Award** – Awarded to the team that has consistently improved throughout the entire week.

We had a total of 14 Varsity Cheerleaders, 4 Junior Varsity Cheerleaders, and 2 Freshman Cheerleaders nominated for All-American. All-American Nominees are nominated by the NCA staff to outstanding individuals who display strength in one of the following categories: motions, jumps, stunts, tumbling, dance or leadership. These individuals are eligible to perform at various NCA Special Events.

Seven of the Varsity Cheerleaders made the All-American team which is the most prestigious individual award in cheerleading today. Participants vying for All-American status are judged on motion technique, jumps, tumbling, spirit and enthusiasm, voice projection and overall crowd appeal. These individuals are eligible to perform at various NCA Special Events. Congratulations to our NCA All-American Team Members: Kaitlin Rhinesmith, Courtney Palughi, Ashley Kovacs, Sharyn Moran, Paige Mallett, Nicolette Landi and Michelle Lombardi.

I would like to take this opportunity to thank you all for making this possible and allowing our cheerleaders to attend NCA Summer Camp each year. It is a wonderful experience for our girls and really unites us as a team. We had a lot of fun and learned new material to bring back home to Barnegat. Our program has been growing each year (this year we have 3 teams...a total of 48 cheerleaders, 43 of which attended camp!) and I give a lot of credit to the support we receive from all of you...our athletic department, administration, BOE members and transportation.

Your continued support is truly appreciated. I am looking forward to another wonderful season!

Thank you all again!

Cheers,
Shannon Shattuck
Head Cheerleading Coach

2. The Education Committee recommended the purchase of a new Grade 3, 4, 5 ILA Series for all elementary schools as well as a K-1 Science series, Grade 2 Health books and geography software for grades K-8.

3. Within the next few weeks, photo ID cards will be provided to each of the students at ROBMS and BHS; elementary students will receive ID cards as soon it can be done thereafter.
4. The Department of Education has revised the benchmarks for students in grades 5-8 and are holding students to higher expectations. Therefore, the Basic Skills numbers have increased in order to meet the needs of State mandates.
5. Board approved volunteers must participate in training of the mandates required by the State, i.e, DYFS, Drug & Alcohol, Anti-bullying, Suicide Prevention, asthma and blood-borne pathogens.

XIV. EDUCATION COMMITTEE MOTION:

A. MOTION TO APPROVE STUDENT TEACHERS ON CURRENT LIST FOR SY 2008-09

Motion to approve student teacher candidates in their sophomore and junior practicum. For the past three years, Barnegat Township Schools District has required student teachers to become finger-printed and added to the sub list. (See attached list)

XV. PERSONNEL COMMITTEE – INFORMATION

A. NOTIFICATION OF RESIGNATIONS (3) – NON-CERTIFIED STAFF – SY 2008-2009

Mr. Jose Castaneda, Full-time Custodian, has verbally resigned effective August 25, 2008.

Ms. Carole Donahue, Transportation Aide, has submitted her letter of resignation effective September 1, 2008.

Ms. Kelly Michels, Part-time Licensed Practical Nurse, has submitted her letter of resignation effective August 29, 2008.

B. NOTIFICATION OF MEDICAL LEAVE OF ABSENCES (2) – CERTIFIED STAFF – SY 2008-2009

Ms. Karen Brodwater, 6th Grade Math Teacher at the Brackman School, has submitted notification of a medical leave of absence effective September 2, 2008. A tentative return-to-work date will follow.

Ms. Jennifer Wojciak, Spanish Teacher at Barnegat High School has submitted notification of a medical leave of absence for maternity purposes effective November 30, 2008 with a tentative return-to-work date of September 1, 2009.

C. NOTIFICATION OF MEDICAL LEAVE OF ABSENCE – NON-CERTIFIED STAFF – SY 2008-2009

Ms. Corrin Woods, Full-time Instructional Aide at the Donahue School, has submitted notification of a medical leave of absence for maternity purposes effective September 22, 2008 with a tentative return-to-work date of December 23, 2008.

XVI. PERSONNEL - MOTIONS

1. APPROVE HIRING SUBSTITUTE STAFF (2) – SY 2008-2009

Motion to approve hiring the following as Substitute Staff for the 2008-2009 school year:

- 1. Kelly Michels – Substitute Licensed Practical Nurse*
- 2. Elizabeth Reabold – Certified Substitute*

2. APPROVE INTERIM PUBLIC RECORDS OFFICER – SY 2008-2009

Motion to approve Holly Sliker as the Interim Public Records Officer for the 2008-2009 school year. DOE: September 10, 2008 – November 9, 2008.

3. APPROVE HIRING MAIL COURIER – TRANSPORTATION – SY 2008-2009

Motion to approve hiring Henry Anderson as Mail Courier for the 2008-2009 school year. DOE: October 1, 2008. Salary: \$7.64/hr Step 1.

4. APPROVE HIRING FULL-TIME CUSTODIAN – B&G – SY 2008-2009

Motion to approve hiring Laura Chojnacki as Full-time Custodian for the 2008-2009 school year. DOE: October 1, 2008. Salary: \$23,000 Step 1 (pro-rated).

5. APPROVE HIRING ATHLETIC PERSONNEL (3) – SY 2008-2009

Motion to approve hiring the following as Athletic Personnel for the 2008-2009 school year on the appropriate step of the salary guide.

Athletic Personnel

- 1. Brett Taylor, Timer/Scorekeeper. Stipend: \$40/event*

ROBMS

- 2. Dana Danziger, Assistant Dance Coach.*

BHS

- 3. Mike Haluska, Volunteer Football Coach.*

6. APPROVE HIRING ADULT SCHOOL PERSONNEL (21) – SY 2008-2009

Motion to approve hiring the following as Adult School Personnel for the 2008-2009 school year:

| | | | |
|-----------------------------------|----------------------|------------------------|------------------|
| 1. Mike Aiello | 7. Maureen Cudnik | 13. Susan Puder | 19. Roger Weber |
| 2. Elizabeth Black | 8. Tara Hathaway | 14. Arthur Robidoux | 20. Sue Weber |
| 3. Linda Brinley-McGlynn | 9. Beverly Jakalow | 15. Susan Rogers | 21. Valerie Zito |
| 4. Nancy Bruno | 10. Jenn Kretzer | 16. Carol Speller | |
| 5. Coast Guard Aux Flotilla 74 | 11. Walter Miller | 17. Diana Stanton | |
| 6. Creative Financial Group of NJ | 12. Michael Palmieri | 18. Lesley Ann Thomson | |

7. APPROVE TRANSFER – NON-CERTIFIED STAFF – SY 2008-2009

Motion to approve the voluntary transfer of Colleen Faulkner, Full-time Instructional Aide, from RLHS to ROBMS for the 2008-2009 school year as of September 9, 2008.

8. RESCIND HIRING – INTERIM HEALTH SERVICES COORDINATOR - SY 2008-2009

Motion to rescind the hiring of Wayne Wedderman as Interim Health Services Coordinator for the 2008-2009 school year. Stipend: \$3,000.

XVII. EXECUTIVE SESSION RESOLUTION

Request resolution for Executive Session at this point in the meeting of the Barnegat Township Board of Education on Tuesday, September 9, 2008 for the purpose of personnel/contracts

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) personnel/contracts.

The general nature of the subject matter(s) to be discussed is listed in Executive Session, Executive Discussion and Executive Information.

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.

XVIII. EXECUTIVE DISCUSSION

XIX. ROLL CALL

XX. PERSONNEL MOTIONS:

9. MOTION TO APPROVE HIRING DEAN ALLISON AS BUSINESS ADMINISTRATOR/ BOARD SECRETARY – SY 2008-2009

Motion to approve hiring Dean Allison as Business Administrator/Board Secretary for the 2008-2009 school year (effective 11/10/08). Salary: \$ 100,000 per annum (pro - rated 11/10/08 to 06/30/09).

10. APPROVE TERMINATION – TRANSPORTATION ASSISTANT – SY 2008-2009

Motion to approve the termination of Robert Roggenstein, Transportation Assistant effective September 3, 2008.

XXI. SHARED SERVICES COMMITTEE MOTIONS

1. MOTION TO APPROVE THE USE OF THREE BUSES FOR PIRATES DAY, BY THE BARNEGAT TOWNSHIP RECREATION DEPARTMENT FOR THE SATURDAY, SEPTEMBER 13, 2008.

By approving this motion the Barnegat Township School District will make available three buses and three drivers from 8:00AM to 5:00PM on Saturday, September 13, 2008.

XXII. NEW BUSINESS

XXIII. SUPERINTENDENT'S COMMENTS

XXIV. ADJOURNMENT

The next scheduled Barnegat Township Board of Education meeting is scheduled for Tuesday, October 14, 2008 @ 6:30 pm at Barnegat High School.

CODE OF ETHICS

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 will 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

Robert A. Houser
President

Lisa Becker
Vice President

Rafael Adorno Jr.

Dereck E. Davis

Linda J. Mitchell

Denise Pilovsky

Lauren Sarno

Kevin Scully

Elaine Taylor