

**MOUNT OLIVE TOWNSHIP BOARD OF EDUCATION
MINUTES - SPECIAL MEETING
JULY 7, 2010**

1. OPENING ACTIVITIES

The Mount Olive Township Board of Education met in special session on Wednesday, July 7, 2010 at the Board/Administration Building, 89 Route 46, Budd Lake, N.J. The meeting was called to order at 6:30 p.m. by the Board President, Mr. Werner, with the following announcement.

“In compliance with the “Open Public Meetings Act” of the State of New Jersey, adequate notice of this special meeting was provided in the following manner:

- a) *On July 5, 2010 advance written notice of this meeting was submitted to the Daily Record for publication on July 7, 2010.*
- b) *On July 6, 2010 advance written notice of this meeting was hand delivered for posting to the six schools, the Board of Education offices, the Municipal Building and the Mount Olive Library.*

I direct this announcement be entered into the minutes of this meeting.”

Roll Call

Present: Mrs. Colligan (6:45 p.m.)
Mrs. Criscuolo
Mr. Giordano
Mr. Mania
Mrs. Ouimet
Mr. Robinson
Mr. Schiess
Mr. Werner

Absent: Mr. Amianda

Also in attendance: Dr. Reynolds, Superintendent of Schools

President Werner apologized to the members of the Board of Education for not providing the personnel action items prior to the meeting, explaining that the action items were recently added to the agenda in order to allow the administration to fill open positions prior to the regularly scheduled meeting on July 26, 2010.

Additionally, President Werner announced that action item #3.1.11 would be removed from the personnel action items being considered this evening.

2. PUBLIC COMMENTS

Before proceeding with the action items, President Werner opened the meeting to the public for any comments and/or questions on the action items. Seeing none, this segment of the meeting was promptly closed.

3. ACTION ITEMS

3.1 PERSONNEL ACTION ITEMS

Mrs. Ouimet made a motion to approve, on the recommendation of the Superintendent, the following **Personnel** action items:

Approval of Job Descriptions #3.1.1

Approve the following job descriptions effective July 8, 2010 as attached:

Director of Curriculum and Instruction
Director of Educational Programs (School Design)
Instructional Supervisor-Special Education
Vice Principal of the Mount Olive Middle School

Change of Employment #3.1.2	Approve a change of employment for Susan Dinges from Supervisor of Language Arts, K-12 to Director of Curriculum and Instruction at step six (6) - \$145,658 (prorated) on the Administrators and Supervisors Salary Guide effective July 8, 2010 for the 2010-2011 school year.						
Change of Employment #3.1.3	Approve a change of employment for Debra Martin from Supervisor of Educational Programs (School Design), K-12 to Director of Educational Programs (School Design) at step six (6) - \$145,658 (prorated) on the Administrators and Supervisors Salary Guide effective July 8, 2010 for the 2010-2011 school year.						
Change of Employment #3.1.4	Approve a change of employment for Sharon Staszak from Teacher of the Handicapped to Instructional Supervisor – Special Education at step three (3) - \$99,023 on the Administrators and Supervisors Salary Guide effective August 9, 2010 for the 2010-2011 school year.						
Change of Employment #3.1.5	Approve the change of employment for Jami Lionetti from .5 fte to include new .5 fte Elementary School Teacher at Mt. View School, at current step effective September 1, 2010 for the 2010-2011 school year. (Budgeted)						
Change of Employment #3.1.6	Approve the change of employment for Kelly Brzezinski from .5 fte to include new .5 fte Elementary School Teacher at CMS Elementary School, at current step effective September 1, 2010 for the 2010-2011 school year. (Budgeted)						
Appointment of Elementary School Teacher #3.1.7	Approve the appointment of Deanne Cleary, Elementary School Teacher at CMS Elementary School at step one (1) BA - \$49,575 effective September 1, 2010 for the 2010-2011 school year, replacing Gina Seifert. (Budgeted)						
Appointment of School Nurse #3.1.8	Approve the appointment of Mary Owens, School Nurse at Tinc Road School at step one (1) BA+30 - \$53,875 effective September 1, 2010 for the 2010-2011 school year, replacing Maria Meritz. (Budgeted)						
Appointment of Long- Term Substitute School Psychologist #3.1.9	Approve the appointment of Allison Gioia as a long-term substitute School Psychologist at Sandshore and Tinc Road Schools, at the per diem rate of \$150.00 per day effective September 1, 2010 for the 2010-2011 school year, serving for Brianne Dennis on an unpaid childcare leave of absence. (Budgeted)						
Appointment of Long- Term Substitute Elementary School Teacher #3.1.10	Approve the appointment of Sarah Berg as a long-term substitute Elementary School Teacher at Mt. View School, at the per diem rate of \$150.00 per day effective September 1, 2010 for the 2010-2011 school year, serving for Kelly Wronko on an unpaid leave of absence. (Budgeted)						
Teacher Transfers #3.1.12	Approve the following transfers effective September 1, 2010 for the 2010-2011 school year:						
	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><u>From</u></td> <td style="text-align: center;"><u>To</u></td> </tr> <tr> <td>Tamara Lash Elementary School Teacher Sandshore School</td> <td>Tamara Lash Elementary School Teacher Mt. View School (replacing Kelly O’Hare)</td> </tr> <tr> <td>Steven Spangler Teacher of Music CMS Elementary School</td> <td>Steven Spangler Teacher of Music Sandshore School (replacing Katherine Monaghan)</td> </tr> </table>	<u>From</u>	<u>To</u>	Tamara Lash Elementary School Teacher Sandshore School	Tamara Lash Elementary School Teacher Mt. View School (replacing Kelly O’Hare)	Steven Spangler Teacher of Music CMS Elementary School	Steven Spangler Teacher of Music Sandshore School (replacing Katherine Monaghan)
<u>From</u>	<u>To</u>						
Tamara Lash Elementary School Teacher Sandshore School	Tamara Lash Elementary School Teacher Mt. View School (replacing Kelly O’Hare)						
Steven Spangler Teacher of Music CMS Elementary School	Steven Spangler Teacher of Music Sandshore School (replacing Katherine Monaghan)						

Appointment of Student Achievement Team Leaders #3.1.13	Approve the appointment of the following professional staff to the Student Achievement Team Leader positions at the stipend amount of \$9,000 for the 2010-2011 school year: (Budgeted)								
	<table border="0"> <tr> <td>Susan Pasqualone</td> <td>English</td> </tr> <tr> <td>Barbara Hohmann</td> <td>Mathematics</td> </tr> <tr> <td>Stephanie Makala</td> <td>Science (to be shared)</td> </tr> <tr> <td>Jaelyn Julian</td> <td>Science (to be shared)</td> </tr> </table>	Susan Pasqualone	English	Barbara Hohmann	Mathematics	Stephanie Makala	Science (to be shared)	Jaelyn Julian	Science (to be shared)
Susan Pasqualone	English								
Barbara Hohmann	Mathematics								
Stephanie Makala	Science (to be shared)								
Jaelyn Julian	Science (to be shared)								
Approval of Stipend for PAC Coordinator #3.1.14	Approve the stipend in the amount of \$8,038 to Andrew Roberts as the PAC Coordinator for the 2010-2011 school year. (Budgeted)								
Amend Previous Board Action #3.1.15	Amend action item #6.2.43 from the June 28, 2010 board agenda to approve the summer employment of Melissa Duscher to provide eleven hours of ABA Therapy at home from \$35.77 per hour to \$24.88 per hour at a total cost of \$273.68 effective July 6, 2010 through August 9, 2010.								
Approve Summer Employment of Occupational Therapist #3.1.16	Approve the summer employment of Amy Guenzel to provide six hours of Occupational Therapy at home at \$60.00 per hour at a total cost of \$360.00 effective August 9, 2010 through September 1, 2010.								
Approve Summer Employment of Social Studies Teacher #3.1.17	Approve the summer employment of Christopher Hurd, Teacher of Social Studies for the 2010 Summer Program at \$1,900 per session based on enrollment.								
Approve Summer Employment of Clerical Aide #3.1.18	Approve the summer employment of Maureen Tremper, substitute clerical aide at current hourly rate effective July 6, 2010.								

Seconded by Mr. Giordano.

Board Discussion:

In response to an inquiry from Mr. Giordano, Dr. Reynolds affirmed that the position cited in action item #3.1.5 would be full time. Additionally, Dr. Reynolds noted that all of the staff transfers are voluntary.

Mr. Giordano stated that he is pleased to see the changes in job descriptions for Mrs. Dinges, Ms. Martin and Ms. Staszak.

In response to an inquiry from Mr. Mania, Dr. Reynolds explained that the Director of Curriculum and Instruction is an existing job description that has been unfilled for several years. Dr. Reynolds declared that Mrs. Dinges, the Supervisor of Language Arts, has been functioning as the Director of Curriculum and Instruction for the past year, explaining that this action merely formalizes her new title. The Superintendent affirmed that action items #3.1.2 through #3.1.3 are promotions.

Mr. Robinson inquired as to why these positions were not filled sooner. Dr. Reynolds explained that there were personnel issues related to the layoffs that occurred last year.

Mr. Schiess asked if there is a salary differential between their existing positions and the proposed new positions. Dr. Reynolds replied that there is a slight difference in salary, amounting to approximately \$3,000-\$4,000. Dr. Reynolds emphasized that the differential is not a raise; it is an increase based on the salary of the new position.

Mr. Schiess questioned the date of the job description for the Director of Curriculum and Instruction. Dr. Reynolds replied that the job description was originally adopted by the Board on September 24, 1996 but has been left unfilled for several years.

Mr. Schiess observed that the grant-writing responsibilities have been removed from the job description for the Director of Educational Programs. President Werner explained that the district does not have a grant writer. Dr. Reynolds commented on the changes to the job description, explaining that Ms. Martin will be assuming leadership of the district's technology-related educational programs.

Mrs. Ouimet suggested that the district should consider employing Kathy Murphy, the part-time grant writer for the Township. Mr. Werner advised that the Personnel Committee would explore this possibility.

In response to an inquiry from Mr. Schiess, Dr. Reynolds explained that the job description for the Middle School Vice-Principal is a new 10-month position. Dr. Reynolds speculated that a candidate would be brought forward for action at the next Board meeting.

In response to an inquiry from Mr. Giordano, Dr. Reynolds affirmed that the Principals would dictate which days the Vice-Principals will work in the summer, based on the needs of the building.

Roll Call:

<u>Ayes</u>	<u>Noes</u>	<u>Abstentions</u>
Mrs. Criscuolo	None	None
Mr. Giordano		
Mr. Mania		
Mrs. Ouimet		
Mr. Robinson		
Mr. Schiess		
Mr. Werner		

Note: Mrs. Colligan was not present at the time the roll call vote was recorded.

3.2 ADMINISTRATIVE ACTION ITEMS

Mrs. Ouimet made a motion to approve, on the recommendation of the Superintendent, the following **Administrative** action item:

**Professional Service
Resolution – Board
Attorney #3.2.1**

WHEREAS, the Mount Olive Board of Education (the "Board") has determined that it is necessary to retain the services of a licensed Attorney; and

WHEREAS, said services are in the nature of professional services pursuant to N.J.S.A. 18A:18A-5 and, therefore, a contract for said services may be negotiated and awarded without public bidding; and

WHEREAS, the Board has determined that the law firm of Schenck, Price, Smith & King, LLP is qualified to provide such legal services, and that appointment of such firm is in the best interest of the School District;

NOW, THEREFORE, BE IT RESOLVED, that the Mount Olive Board of Education hereby appoints Marc H. Zitomer of the firm of Schenck, Price, Smith & King, LLP ("SPSK") as Board Attorney effective immediately, replacing Schwartz Simon Edelstein Celso & Zitomer, LLC ("SSECZ") as Board Attorney, upon the same terms and conditions as SSECZ's prior appointment as Board Attorney with the exception of removal of the 2.75% administrative fee previously charged by SSECZ; and be it

FURTHER RESOLVED, that the Board's President is authorized to execute an appropriate retainer letter with SPSK embodying the terms of this resolution upon receipt of such letter; and be it

FURTHER RESOLVED, that the Board's President is authorized and directed to provide notice to SSECZ to turn over all active Mount Olive Board of Education files to SPSK effective immediately.

Seconded by Mr. Giordano.

Board Discussion:

President Werner provided background on the proposed action item, explaining that Mr. Zitomer has left the law firm of Schwartz, Simon, Edelstein, Celso & Zitomer to join the law firm of Schenck, Price, Smith & King. Mr. Werner noted that two of Mr. Zitomer's associates, Mr. Paul Green and Ms. Robin Ballard, have also joined the law firm of Schenck, Price, Smith & King. Mr. Iannucci affirmed that Ms. Ballard has been working with the district for the past eight years, handling our special education legal matters.

Mr. Werner reviewed the Board's options, affirming that the Board has the option of staying with the law firm of Schwartz, Simon, Edelstein, Celso & Zitomer, in which case Mr. Larry Schwartz would be servicing our account along with another associate. In the alternative, the Board may elect to change law firms and continue working with Mr. Zitomer and Ms. Ballard at Schenck, Price, Smith & King. The Board President emphasized the urgent need for an appointment, explaining that the Board has various ongoing legal issues that require legal counsel. Mr. Werner declared that the Board is not in a binding contract with Schwartz, Simon, Edelstein, Celso & Zitomer despite their recent appointment at the Board's reorganization meeting. Mr. Werner stated that all of the district's existing casework would automatically transfer over to the new law firm.

An extended discussion ensued, with each board member expressing their various viewpoints regarding the switch to a new law firm. Several members of the Board supported the appointment of Mr. Zitomer in the interest of continuity. Dr. Reynolds emphasized the need for an attorney, conveying that the district was recently served with a lawsuit which must be answered within a short time frame. After a brief discussion regarding the proposed rates, President Werner agreed to speak with Mr. Zitomer in an attempt to reduce the proposed retainer fee.

Roll Call:

Ayes

Mrs. Colligan
Mrs. Criscuolo
Mr. Giordano
Mrs. Ouimet
Mr. Robinson
Mr. Schiess
Mr. Werner

Noes

None

Abstentions

Mr. Mania

4. ADJOURNMENT

At 6:56 p.m. Mr. Werner made a motion to adjourn the meeting, seconded by Mr. Giordano, and unanimously carried by those members present.

Respectfully submitted,

Lynn Jones, Board Secretary