

**MOUNT OLIVE TOWNSHIP BOARD OF EDUCATION
MINUTES – REGULAR MEETING
MARCH 30, 2009**

1. OPENING ACTIVITIES

The Mount Olive Township Board of Education met in regular session on Monday, March 30, 2009 at the Mount Olive Middle School, 160 Wolfe Road, Budd Lake, N.J. The meeting was called to order at 7:00 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 meeting was provided in the following manner:

- a) *On February 23, 2009, advance written notice of this meeting was submitted to the Daily Record for publication on February 27, 2009.*
- b) *On February 24, 2009, advance written notice of this meeting was hand delivered for posting to the six schools, Board of Education offices, Municipal Building and Mount Olive Library.*

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

Roll Call

Present: Mr. Amianda
Mr. Bott
Mrs. Criscuolo (7:07 p.m.)
Mrs. Gadelha
Mr. Giordano
Mr. Mania
Mr. Strillacci
Mr. Werner

Absent: Mr. Robinson

Also in attendance: Dr. Reynolds, Superintendent
Mrs. Decker, Assistant Superintendent/Business
Mr. Johnson, Assistant Superintendent/Curriculum & Instruction
Mr. Zitomer, Board Attorney

2. APPROVAL OF MONTHLY EXPENDITURES / FINANCIAL REPORTS

Mr. Amianda moved to approve the following monthly expenditures/financial reports:

- | | |
|--|---|
| March 30, 2009 Bill List #2.1 | Motion to approve the March 30, 2009 Bill List in the amount of \$646,270.60. |
| March 13, 2009 Payroll #2.2 | Motion to approve the March 13, 2009 Payroll in the amount of \$2,312,260.73. |
| Treasurer’s Report #2.3 | Motion to approve the Treasurer’s Report for the month of February 2009. |
| Board Secretary’s Report #2.4 | Motion to approve the Board Secretary’s Report for the month of February 2009. |
| Monthly Transfer Report #2.5 | Motion to approve the Monthly Transfer Report for the month of February 2009. |
| Monthly Certification #2.6 | Motion to certify that no major account has been overexpended as of February 28, 2009 and sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. |

Seconded by Mr. Mania.

Board Discussion:

None

Roll Call:

| <u>Ayes</u> | <u>Noes</u> | <u>Abstentions</u> |
|----------------|-------------|--------------------|
| Mr. Amianda | None | None |
| Mr. Bott | | |
| Mrs. Gadelha | | |
| Mr. Giordano | | |
| Mr. Mania | | |
| Mr. Strillacci | | |
| Mr. Werner | | |

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

3. APPROVAL OF MINUTES

Mr. Giordano moved to approve the open and closed session minutes of the following meetings:

- #3.1 Work Session Meeting – February 9, 2009
- #3.2 Regular Meeting – February 23, 2009

Seconded by Mrs. Gadelha.

Board Discussion:

None

Roll Call:

| <u>Ayes</u> | <u>Noes</u> | <u>Abstentions</u> |
|----------------|-------------|--------------------|
| Mr. Amianda | None | None |
| Mr. Bott | | |
| Mrs. Gadelha | | |
| Mr. Giordano | | |
| Mr. Mania | | |
| Mr. Strillacci | | |
| Mr. Werner | | |

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

4. COMMUNICATIONS AND PETITIONS (BOARD/SUPERINTENDENT)

There were no communications and/or petitions acknowledged by the Board or the Superintendent.

5. STUDENT LIAISON REPORT

President Werner announced a slight deviation from the published agenda, inviting the student liaison to deliver her report prior to the presentation of the school district budget.

Emily Rochotte delivered the monthly student liaison report, communicating the various concerns, interests, and activities of the student body.

6. REPORTS AND DISCUSSIONS

6.1 PUBLIC HEARING ON THE 2009-2010 SCHOOL DISTRICT BUDGET

Dr. Reynolds delivered an extensive power point presentation on the proposed 2009/2010 school district budget. The Superintendent commented on the strengths, goals and challenges of the Mt. Olive School District before inviting each of the building principals to assist in the delivery of the budget presentation. The administration described the budget development process, the reductions that were made to bring the budget within cap, plans for new revenue sources and increased services, and the tax impact to the community. *(A full copy of the budget presentation is attached to the minutes of this meeting.)*

Dr. Reynolds emphasized that the proposed budget represents a new direction in terms of tax increases - rather than continuing the trend increase in school taxes, this budget reverses course, thereby reducing the tax impact to the community. The Superintendent expressed hope that the school district could reduce the local tax burden even further next year, while pursuing a goal of minimal annual increases in future years. However, Dr. Reynolds stressed that a zero tax increase for the upcoming school year would fail to preserve the hard fought gains in student achievement and would be detrimental to the overall quality of education provided to the students. Dr. Reynolds affirmed that the 2009-2010 budget has the lowest average increase since 2000 and the lowest annual increase since 1998, noting that Mount Olive ranks 24th in spending among Morris County school districts.

The Superintendent reviewed the components of the proposed second question and the ramifications of a failed budget, conveying that the Town Council would then review the budget for potential cuts. In conclusion, Dr. Reynolds recapped the proposed budget and urged members of the public audience to vote in the upcoming school election, emphasizing the importance of passing the budget to maintain the high quality of educational services that are currently provided by the Mount Olive School District.

President Werner expressed his appreciation to the Superintendent and the administration for a thorough and insightful budget presentation. The Board President then opened the meeting to the public for any comments and/or questions on the 2009-2010 school district budget.

The Board and administration responded to several inquiries and comments from the public audience, specifically addressing the following topics: the budget development process, the impact of state imposed caps and regulations, the Board's rationale behind the second ballot question, increases in student services, reductions in educational programs and administration, plans for the central office reorganization, and contractual obligations for salaries and employee benefits.

CONFIDENTIAL SESSION

At 8:20 p.m. Mr. Mania moved the following resolution to recess into confidential session:

Resolved, at a public meeting of the Mount Olive Township Board of Education held on March 30, 2009, that, pursuant to Sections 7 and 8 of the "Open Public Meetings Act", the following items be discussed in a session of the Board of Education closed to the public:

Personnel

Be it further resolved, that the matters discussed in closed session be disclosed to the public when the reason for confidentiality no longer exists.

Seconded by Mr. Amianda and approved by a unanimous affirmative roll call vote of those members present.

The Board reconvened in open session at 8:30 p.m.

6.2 SUPERINTENDENT'S REPORT - None

6.3 BOARD PRESIDENT'S REPORT

President Werner expressed his appreciation to fellow Board members, Mr. Strillacci, Mr. Giordano, Mr. Mania and Mrs. Gadelha, for their participation on the budget committee. On behalf of the Board, Mr. Werner thanked the administration for the tremendous amount of time and effort they put forth in developing the 2009-2010 school district budget, declaring that tonight's budget presentation was outstanding.

7. PUBLIC COMMENTS ON ACTION ITEMS

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

7.1 PERSONNEL ACTION ITEMS

Mr. Giordano announced an amendment to the list of substitute teachers cited in action item #7.1.12, explaining that substitute teacher Amy Bonaria at Mt. View School has been replaced by substitute teacher Lynn Mobray. This change was necessary as Ms. Bonaria has obtained full-time employment elsewhere.

Mr. Giordano then made a motion to approve, on the recommendation of the Superintendent, the following **Personnel** action items:

- | | |
|---|---|
| Resignation of Teacher of the Handicapped #7.1.1 | Accept the resignation of Krista Perren, Teacher of the Handicapped at Mt. View School effective July 1, 2009 with appreciation for four years of service to the Mount Olive Township School District. |
| Leave of Absence #7.1.2 | Approve a leave of absence for Sheri Abramson, Teacher of Business effective September 1, 2009 for the 2009-2010 school year to work for the New Jersey Department of Education as part of the intergovernmental employee exchange program. Salary and benefits will be reimbursed by the State. |
| Unpaid Leave of Absence #7.1.3 | Approve an unpaid leave of absence for Mary Mooney, Van Aide in the Transportation Department effective March 13, 2009 through April 8, 2009. |
| Maternity Leave #7.1.4 | Approve a paid medical leave of absence due to maternity using accumulated sick days for Dena Moschello, Elementary School Teacher at Tinc Road School effective May 18, 2009 through June 30, 2009; and further approve an unpaid child care leave of absence effective September 1, 2009 through January 1, 2010, returning January 4, 2010. Dental/Medical benefits will be provided by the Board through November 30, 2009. |
| Continue Temporary Employment #7.1.5 | Approve the continued temporary employment of Kate Ehrenburg, Elementary School Teacher at CMS Elementary School at step one (1) BA - \$45,135 (prorated) effective May 11, 2009 through June 30, 2009, replacing Monica Beaumont on maternity leave of absence. Benefits will not be provided by the Board. (Budgeted) |
| Appointment of Summer School Supervisor #7.1.6 | Approve the appointment of Erin Milik, Supervisor – Summer School at \$5,382 for the 2009 Summer Session, pending approval of Summer School. (Budgeted) |
| Appointment of Golf Club Advisor #7.1.7 | Approve the appointment of Susan Saposnik to the Extra Pay for Extra Service position of Golf Club Advisor at Mount Olive Middle School for the 2008-2009 school year, replacing Sandra Wozniak. |
| Overnight Field Trip Rate for Nurse #7.1.8 | Approve the overnight field trip rate of \$250.00 per day for substitute nurses for the 2008-2009 school year. |
| Employment of Substitute Cafeteria Worker #7.1.9 | Approve the employment of Deborah Tirone, Substitute Cafeteria worker at the rate of \$10.28 per hour effective March 31, 2009 for the remainder of the 2008-2009 school year. |
| Appointment of Homebound Instructors #7.1.10 | Approve the appointment of the following as Homebound Instructors at the rate of \$30.00 per hour for the 2008-2009 school year: |

Jenevieve D'Amico
Dawn Truhn

Additions to List of Substitute Teachers #7.1.11

Approve the following additions to the list of substitute teachers for the 2008-2009 school year:

| <u>Name</u> | <u>Crs/Degree</u> | <u>Institution</u> |
|------------------|-------------------|---------------------------|
| Kevin Dube | B.A. | Drew University |
| Christopher Hata | B.A. | Fairleigh Dickinson Univ. |
| Lisa Jones | B.S. | Seton Hall University |

Monthly Substitute Teachers #7.1.12

Approve the following substitute teachers on a month-to-month basis for the month of April, 2009 at the rate of \$100 per day of service as follows:

| <u>Substitute Teacher</u> | <u>School Assignment</u> |
|---------------------------|---------------------------|
| Megan Whitesides | Mount Olive High School |
| Kathy Silvestri | Mount Olive Middle School |
| Corinne Sylvester | CMS Elementary School |
| Karyn Georganos | Tinc Road School |
| Barbara Nagle | Sandshore School |
| <i>Lynn Mobray</i> | Mt. View School |

Seconded by Mr. Strillacci.

Board Discussion:

In response to an inquiry from Mr. Amianda concerning action item #7.1.8, President Werner explained that this action item establishes the daily rate of pay for all nurses who accompany students on an overnight field trip.

Roll Call:

| <u>Ayes</u> | <u>Noes</u> | <u>Abstentions</u> |
|----------------|-------------|--------------------|
| Mr. Amianda | None | None |
| Mr. Bott | | |
| Mrs. Criscuolo | | |
| Mrs. Gadelha | | |
| Mr. Giordano | | |
| Mr. Mania | | |
| Mr. Strillacci | | |
| Mr. Werner | | |

7.2 CURRICULUM AND INSTRUCTION ACTION ITEMS

Mrs. Gadelha made a motion to approve, on the recommendation of the Superintendent, the following **Curriculum and Instruction** action items:

Accept Perkins Grant Funds #7.2.1 Approve the acceptance of funds from the FY 2009 Carl D. Perkins Secondary Grant in the amount of \$15,601.

Approve Substitute Occupational Therapist #7.2.2 Approve Jacqueline Carey as substitute for Elizabeth Petersen (medical leave) to provide Occupational Therapy services for students at Tinc Road Elementary and Chester M. Stephens Elementary at the rate of \$60 per hour. (70 hrs) Total Cost: \$4,200 effective February 23 through April 8, 2009.

Seconded by Mr. Giordano.

Board Discussion:

Mr. Strillacci inquired about action item #7.2.2, suggesting that the substitute therapist should have been included on the personnel agenda. Mr. Johnson explained that the individual cited in action item #7.2.2 is hired through the Special Services department as an outside contractor and is not a payrolled employee.

Roll Call:

Ayes

Mr. Amianda
Mr. Bott
Mrs. Criscuolo
Mrs. Gadelha
Mr. Giordano
Mr. Mania
Mr. Strillacci
Mr. Werner

Noes

None

Abstentions

None

7.3 BUSINESS SERVICES ACTION ITEMS

Mr. Mania made a motion to approve, on the recommendation of the Superintendent, the following **Business Services** (finance and facilities) action items:

**Approve 2009-2010
School District Budget
#7.3.1**

BE IT RESOLVED, to approve the 2009-2010 school district budget for submission to the voters as follows:

| <u>Fund</u> | <u>Amount</u> |
|----------------------|--------------------|
| General Fund | \$74,264,828 |
| Special Revenue Fund | \$1,135,900 |
| Debt Service Fund | <u>\$5,172,573</u> |
| Total Base Budget | \$80,573,301 |

BE IT FURTHER RESOLVED, to acknowledge that the 2009-2010 budget as described above results in a general fund tax levy of \$56,650,064 and a debt service tax levy of \$4,478,743.

**Approve Additional
Ballot Question #7.3.2**

BE IT RESOLVED, that there should be raised an additional \$535,402 for General Funds in the same school year (2009-2010). These taxes will be used exclusively for: (1) funding of one nurse at Mt. Olive High School/Mt. Olive Middle School (2), funding for bus driver salaries to maintain current school time schedules (3) funding of eight department chairs (supervisors) at Mt. Olive High School, and (4) funding the transportation expense for the ice hockey athletic program at Mt. Olive High School. Approval of these taxes will result in a permanent increase in the district's tax levy. These proposed additional expenditures are in addition to those necessary to achieve the Core Curriculum Content Standards.

**Establish Maximum
Travel Expenditure
Amounts #7.3.3**

WHEREAS, P.L. 2007 c. 53 requires that the Mount Olive Township Board of Education shall establish, by Board resolution, a maximum travel expenditure amount for the 2009-2010 budget year, which the school district shall not exceed in that budget year; and

WHEREAS, the Board elects to exclude travel expenditures to be supported by Federal funds in the maximum travel expenditure amount;

NOW, THEREFORE, BE IT RESOLVED, that the Mount Olive Township Board of Education hereby establishes the following expenditure amounts pursuant to P.L. 2007 c. 53:

Local and State funds:

| | |
|---|-------------|
| Maximum travel expenditure amount for the 2009-2010 budget year | \$52,634.00 |
| Maximum travel expenditure amount for the 2008-2009 budget year | \$59,114.00 |

Travel expenditure amount spent to date for the 2008-2009 budget year \$18,452.20

Federal funds:

Total amount of travel expended for the 2007-2008 budget year \$26,808.36

Total amount of travel budgeted for the 2008-2009 budget year \$17,931.00

Total amount of travel projected for the 2009-2010 budget year \$900.00

**Budget Transfers
#7.3.4**

Approve the list of 2008/2009 budget transfers.

**Professional Service
Resolution – Architect/
Engineer for Mt. View
Roof Project #7.3.5**

Adopt the following professional service resolution regarding architectural/engineering services for the Mountain View Elementary School Roof Project:

WHEREAS, the Mount Olive Township Board of Education requires the awarding of a contract for professional services by resolution of the Board of Education at a public meeting, and that such award may be made without public advertising for bids;

NOW, THEREFORE, BE IT RESOLVED by the Mount Olive Township Board of Education that:

- 1) Gianforcaro, Architects-Engineers-Planners, of Chester, New Jersey be appointed as engineers for the Mount Olive Township Board of Education.
- 2) The above appointment is made without competitive bidding because it is a recognized profession, licensed and regulated by law, that will not reasonably permit the receipt of competitive bids due to the qualitative nature of the services performed.
- 3) Fees for such services shall be paid in accordance with the proposal dated February 23, 2009 in the amount not to exceed \$12,000 plus project administration at \$75.00 per hour.

Contract subject to attorney review.

**Authorize T-Mobile
Lease Agreement
#7.3.6**

Adopt the following resolution regarding the contract for the lease of land for the installation and operation of wireless communications monopole:

WHEREAS, on November 5, 2008, the Mount Olive Township Board of Education (the "Board") held a public bid opening to award a contract for the Lease of land for the Installation and Operation of a Wireless Communications Monopole ("Lease"); and

WHEREAS, Omnipoint Communications, Inc. *d/b/a* T-Mobile USA, Inc. ("T-Mobile") was the highest bidder with a bid of Twenty Six Thousand Dollars (\$26,000.00) per year in rental payments to the District; and

WHEREAS, the Board adopted a resolution awarding the Lease to T-Mobile and authorizing the commencement of a sixty (60) day due diligence period as per the bid specifications; and

WHEREAS, the sixty (60) day due diligence period has ended and the Board's counsel has forwarded the Lease to T-Mobile for its execution; and

WHEREAS, T-Mobile has executed the Lease and returned it to the Board for its execution; and

WHEREAS, the Administration advises that the Lease has been approved by the New Jersey Department of Education; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the Assistant Superintendent for Business to execute the Lease Agreement with T-Mobile for the Installation and Operation of a Wireless Communications Monopole.

Seconded by Mr. Giordano.

Board Discussion:

None

Roll Call:

| <u>Ayes</u> | <u>Noes</u> | <u>Abstentions</u> |
|----------------|-------------|--------------------|
| Mr. Amianda | None | None |
| Mr. Bott | | |
| Mrs. Criscuolo | | |
| Mrs. Gadelha | | |
| Mr. Giordano | | |
| Mr. Mania | | |
| Mr. Strillacci | | |
| Mr. Werner | | |

7.4 ADMINISTRATIVE ACTION ITEMS

Mr. Mania made a motion to approve, on the recommendation of the Superintendent, the following **Administrative** action items:

- | | |
|--|---|
| Approve Policy #5530 #7.4.1 | Approve revised Policy #5530 “Alcohol, Tobacco and Other Drugs”, as submitted, on second reading. |
| Approve Policy #5320 #7.4.2 | Approve revised Policy #5320 “Immunization”, as submitted, on second reading. |
| Approve Policy #5331 #7.4.3 | Approve new Policy #5331 “Management of Life-Threatening Allergies in Schools” and its corresponding regulation, as submitted, on second reading. |
| Approve Policy #5512.01 #7.4.4 | Approve revised Policy #5512.01 “Harassment, Intimidation, and Bullying” and its corresponding regulation, as submitted, on second reading. |
| Approve Regulation #8420.7 #7.4.5 | Approve new Regulation #8420.7 “Lockdown Procedures”, as submitted, on second reading. |
| Approve Policy #0142.1 #7.4.6 | Approve revised Policy #0142.1 “Nepotism”, as submitted, on second reading. |
| Approve Policy #1220 #7.4.7 | Approve revised Policy #1220 “Employment of Chief School Administrator”, as submitted, on second reading. |
| Approve Policy #1620 #7.4.8 | Approve revised Policy #1620 “Administrative Employment Contracts”, as submitted, on second reading. |

- | | |
|--|---|
| Approve Policy #6423 #7.4.9 | Approve new Policy #6423 “Expenditures for Non-Employee Activities, Meals, and Refreshments”, as submitted, on second reading. |
| Approve Policy #6470 #7.4.10 | Approve revised Policy #6470 “Payment of Claims”, as submitted, on second reading. |
| Approve Policy #6471 #7.4.11 | Approve new Policy #6471 “School District Travel” and its corresponding regulation, as submitted, on second reading. |
| Approve Policy #6510 #7.4.12 | Approve new Policy #6510 “Payroll Authorization”, as submitted, on second reading. |
| Approve Policy #6830 #7.4.13 | Approve revised Policy #6830 “Audit and Comprehensive Annual Financial Report”, as submitted, on second reading. |
| Approve Policy #6832 #7.4.14 | Approve new Policy #6832 “Conditions of Receiving State Aid”, as submitted, on second reading. |
| Approve Regulation #7410.01 #7.4.15 | Approve revised Regulation #7410.01 “Facilities Maintenance, Repair Scheduling, and Accounting”, as submitted, on second reading. |
| Approve Policy #9120 #7.4.16 | Approve revised Policy #9120 “Public Relations Program”, as submitted, on second reading. |
| Approve Policy #2460 #7.4.17 | Approve revised Policy #2460 “Special Education” and its corresponding regulations, as submitted, on second reading. |
| Approve Policy #2467 #7.4.18 | Approve new Policy #2467 “Surrogate Parents and Foster Parents”, as submitted, on second reading. |

Seconded by Mr. Strillacci.

Board Discussion:

None

Roll Call:

Ayes

Mr. Amianda
 Mr. Bott
 Mrs. Criscuolo
 Mrs. Gadelha
 Mr. Giordano
 Mr. Mania: #7.4.1-#7.4.5; #7.4.7-#7.4.18
 Mr. Strillacci: #7.4.1-#7.4.5; #7.4.7-#7.4.18
 Mr. Werner

Noes

Mr. Mania: #7.4.6
 Mr. Strillacci: #7.4.6

Abstentions

None

8. PUBLIC COMMENTS

The Board President again opened the meeting to the public for any item of discussion pertaining to the Mount Olive School District. Seeing none, this segment of the meeting was promptly closed.

9. BOARD AND ADMINISTRATION COMMENTS

The Board members, in turn, expressed their gratitude to the Superintendent, the administration, and the budget committee for their efforts in producing a sound budget. Several members emphasized the importance of Board member participation in the budget development process from its inception. The Board thanked the public for their input, pointing out that passing the school budget requires a cooperative effort from the community. Accordingly, the Board urged the public to vote in support of the budget to maintain the existing educational programs in the school district.

Mrs. Gadelha reported on the Sandshore *Reading Initiative*, declaring that it was a tremendous approach to promote reading throughout the school. Mrs. Gadelha expressed her desire for this initiative to become a district-wide program in the future.

Mrs. Gadelha also noted the large monthly transportation expenditures for out-of-district special education students, acknowledging that alternatives are being considered that could return some students to the district and enable the savings to be used for other student programs.

The Board President specifically recognized Mrs. Decker and her staff, commending them on the extraordinary effort put forth in the development of the final budget and delivering it in a timely manner. In conclusion, Mr. Werner reminded the Board and administration that they must now educate the public on the budget components and the importance of passing the budget.

10. ADJOURNMENT

At 8:45 p.m. Mr. Mania made a motion to adjourn the meeting, seconded by Mr. Giordano, and unanimously carried.

Respectfully submitted,

Lynn Jones, Board Secretary