

**BOARD OF EDUCATION
of the
WOODSTOWN-PILESGROVE REGIONAL SCHOOL DISTRICT**

PUBLIC HEARING ON BUDGET/REGULAR BOARD MEETING

April 1, 2010

6:30 p.m.

Mary S. Shoemaker All Purpose Room

I. CALL TO ORDER

- A. Flag Salute.
- B. Reading of Statement of Notice:

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Woodstown-Pilesgrove Regional Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Today's Sunbeam, Elmer Times, Borough of Woodstown Municipal Hall, Township of Pilesgrove Municipal Hall, general offices and faculty rooms of the district's three schools, the school district's central office, and with the Borough of Woodstown Clerk and the Township of Pilesgrove Clerk.

- C. Roll Call.

II. PUBLIC HEARING ON BUDGET

- * A. Motion that the Board of Education approve by roll call vote the following:

BE IT RESOLVED to approve the 2010-2011 school district budget for submission to the voters as follows:

| | <u>Budget</u> | <u>Local Tax Levy</u> |
|--------------------------|---------------------|-----------------------|
| General Fund | \$20,085,446 | \$9,229,803 |
| Special Revenue Fund | \$452,410 | \$0 |
| Debt Service Fund | \$0 | \$0 |
| Total Base Budget | \$20,537,856 | \$9,229,803 |

AND WHEREAS, N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2010-2011 school year.

NOW THEREFORE BE IT RESOLVED that the Woodstown-Pilesgrove Regional School District Board of Education hereby establishes the school district travel maximum for the 2010-2011 school year at the sum of \$85,000.

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

III. STAFF/STUDENT RECOGNITION

- A. Mary Shoemaker School Young Wolverines of the Month.
- B. Woodstown Middle School Junior Wolverines of the Month.
- C. Woodstown High School Wolverines of the Month.

IV. PROGRAM PRESENTATION

- A. Woodstown-Pilesgrove School Foundation.

V. APPROVAL OF MINUTES

- * A. Motion to approve the following minutes and executive minutes:
 - 1. February 25, 2010.
 - 2. March 25, 2010.

VI. FINANCIAL REPORTS

- A. Board Secretary Report:
 - 1. Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of January 31, 2010, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodstown-Pilesgrove Regional Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-16.10 (a)1.

Board Secretary

Date

B. Treasurer of School Funds Report:

1. The January 31, 2010, preliminary Report of the Treasurer of School Funds for the 2009-2010 school year is in agreement with the January 31, 2010, preliminary Report of the Board Secretary, pending audit.

C. Certification:

- * 1. Pursuant to N.J.A.C. 6A:23A-16.10 (c)4, the Woodstown-Pilesgrove Regional Board of Education certifies that as of April 1, 2010, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- * D. Motion to approve the transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of January 2010.
- * E. Motion to approve EFTs for January 2010, additional hand check payments for January 2010 and payment list for the month of March 2010.
- * F. Motion to approve voiding the following checks:
1. Check #47839 dated 12/21/09, payable to PSSS in the amount of \$2,371, issued under P.O. #1493-09 due to check getting lost in the mail. Check will be reissued under check #48266.
 2. Check #47745 dated 12/21/09, payable to Benchmark Education Company in the amount of \$997.70, issued under P.O. #1631-09 due to check getting lost in the mail. Check will be reissued under check #48191.
- * G. Motion to accept the following reports:
1. Student Activities Account and Athletic Account for the month of February 2010.
 2. Scholarships for the month of February 2010.
 3. Odyssey of the Mind for the month of February 2010.
 4. Cafeteria report for the months of January and February 2010.

- H. Motion to accept Woodstown Community School report for the month of February 2010.

VII. AUDIENCE PARTICIPATION

VIII. COMMITTEE REPORTS AND RECOMMENDATIONS

- A. Educational Programs – Mr. Kevin Crouch, Chairperson

- * 1. Motion to approve the following items:
- a. Amendments to the 2009-2010 school calendar as follows:
 - (1) Full day of school on Friday, March 19.
 - (2) Full day of school on Tuesday, April 6.
 - (3) Full days on Friday, June 11, Monday, June 14 and Tuesday, June 15.
 - (4) Early closings on Friday, June 18 and Monday, June 21
 - (5) Last day for students, Tuesday, June 22 (half day).
NOTE: Middle school promotion will be held on Monday, June 21; high school graduation will be held on Tuesday, June 22.
 - b. High school field trips as per attachment.
 - c. Home instruction:
 - (1) 9967332637 – medical.
 - (2) 2996773110 – administrative.
 - (3) 2847099691 – administrative.
 - d. Placement of student 1819168070 in out-of-district program as per attachment.
2. Motion to approve the following item (voting not applicable to sending district representatives):
- a. Shoemaker field trips as per attachment.

- B. Policy – Mrs. Debbie Duffield, Chairperson

- * 1. Motion to approve the following policies for a first reading:
- a. Policy 6471 – School District Travel (Revised).
 - b. Policy 0174 – Legal Services (New).
 - c. Policy 0177 – Professional Services (New).
 - d. Policy 1570 – Internal Controls (New).
 - e. Policy 6111 – Special Ed Medicaid Initiative (New).
 - f. Policy 6360 – Political Contributions (Revised).
 - g. Policy 6362 – Contribution to Board Members & Contract Awards (New).

- h. Policy 7410 – Maintenance and Repair (Revised).
- i. Policy 7650 – School Vehicle Assignment, Use, Tracking and Accounting (New).
- j. Policy 6830 – Audit and Comprehensive Annual Financial Report (Revised).

* 2. Motion to adopt the following policies on second reading:

- a. Policy 5338 – Diabetes Management (New).
- b. Policy 3281 & 4281 – Inappropriate Staff Conduct (Revisions).

C. Personnel – Mr. George Rey, Chairperson

* 1. Motion to approve the following items:

- a. Resignation of Donna Sliwinski, high/middle cafeteria worker, effective March 5, 2010.
- b. Substitute List additions:
 - (1) Donna Sliwinski – cafeteria.
 - (2) Kevin Carney – teacher.
 - (3) Fred Catalano – teacher.
 - (4) Mattie Owens – teacher.
- c. High school volunteers as per attachment.
- d. Extra-duty appointments as per attachment:
 - (1) Lauren Corson – assistant lacrosse coach.
 - (2) Zachary Garren – assistant lacrosse coach.
 - (3) Kathy Parks – one-to-one aide for student 7215369150.
- e. Seminars, conferences, and training opportunities:
 - (1) Listed high school staff as per attachment.
 - (2) Listed district/high school staff traveling out of state.

* 2. Motion to approve emergent hiring resolution for the following new employees:

- a. Kevin Carney.
- b. Fred Catalano.
- c. Mattie Owens.

3. Motion to approve the following items (voting not applicable to sending district representatives):

- a. Shoemaker/middle school volunteers as per attachment.
- b. Classroom observation request as per attachment.
- c. Payment to listed middle school staff for after-hours workshop participation as per attachment.

D. Finance/Facilities/Transportation – Mr. Joe Baum, Chairperson

- * 1. Motion to approve the following items:
 - a. Daytop home instruction contract for high school student 5854702448 at a per diem of \$108 for the 2009-2010 school year.
 - b. Resolution in support of Pineland Learning Center's nutrition program.
 - c. Setting the reorganization meeting for April 29, 2010, at 7:00 p.m. in the Shoemaker school library.
 - d. Renewal of land rental contract between Myron Harvey and the Woodstown-Pilesgrove Regional School District.
NOTE: The land is located on East Lake Road and Millbrooke Avenue. Annual rent is currently set at \$2,000.
 - e. Reports of the fire drills performed at the high/middle school for the month of February 2010.

2. Motion to approve the following items (voting not applicable to sending district representatives):
 - a. Bridgeton Board of Education home instruction billing for hospital placement of middle school student 5418121914 in the amount of \$224.
 - b. Contract with B.R. Williams, Inc. (quote) for after school route STAND #1 for middle school STAND program on Tuesdays and Wednesdays beginning 2/23/10 through 4/21/10 (18 days), at a per diem of \$45, mileage increase/decrease of \$1.50 and a bus aide cost of \$25 per diem (not needed at this time) for a total cost of \$810 to be paid through Title1-Part A-SIA-ARR.
 - c. Contract with B.R. Williams, Inc. (quote) for after school route S.E.S. #1 for middle school Supplemental Education Services program on Tuesdays and Wednesdays beginning 2/23/10 through 4/21/10 (18 days), at a per diem of \$65.00, mileage increase/decrease of \$1.50 and a bus aide cost of \$29 per diem (not needed at this time) for a total cost of \$1,170 to be paid through NCLB Title1-Part A.
 - d. Contract with B.R. Williams, Inc. (quote) for Mary S. Shoemaker School Extended Day Program (route EDP1), on Tuesdays, Wednesdays and Thursdays, beginning 3/9/10 through 3/31/10 (11 days), at a per diem of \$70, mileage increase/decrease of \$1 and a bus aide cost of \$30 per diem (not needed at this time) for a total cost to the district of \$770.
 - e. Reports of the fire drills performed at the Mary Shoemaker School for the month of February 2010.

IX. OLD BUSINESS ITEMS

X. NEW BUSINESS ITEMS

- * A. Motion to appoint Jill Gardiner as a high school special education teacher to replace April Haley who will be on maternity/child rearing leave at Bachelor's , Step 1 (\$46,000), prorated per diem, no benefits, from approximately April 14, 2010, through the end of the 2009-2010 school year.

- * B. Motion to approve emergent hiring resolution for the following new employees:
 - 1. Jill Gardiner.
 - 2. Mitchell Dorrell.

- * C. Motion to approve home instruction for the following high school student:
 - 1. 9302501271 – administrative.

- D. Motion to approve annual eighth grade picnic at Camp Edge in Bridgeton with sending districts as per attachment.

- E. Motion to approve leave of absence for Mia Gallagher, middle school science teacher, in accordance with the Federal Family Medical Leave Act, effective April 1, 2010, through the end of the 2009-2010 school year.

- * F. Motion to contract with Gloucester County Special Services School District for transportation Route Y617B to transport one Woodstown High School special education student (NJ SMART #1819168070) from Salem County Vo-Tech. to the Alternative High School at the John Campbell Center in Salem, New Jersey, at an estimated per diem cost of \$1.33 (plus 7% administrative fee) starting February 8, 2010, through the end of the 2009-2010 school year.

- G. Motion to contract with Gloucester County Special Services School district for transportation Route Y849 (B. R. Williams) to transport one Woodstown Middle School homeless special education student (NJ SMART #1447854598) to Durand Academy with a one-on-one aide at an estimated per diem of \$190 (plus 7% administrative fee) starting April 1, 2010, through the end of the 2009-2010 school year.

- H. Motion to approve addendum to existing Mary S. Shoemaker School Route S-7 (Contract #TR2) to remove the bus aide from route as of March 29, 2010, at a per diem decrease of \$39 through the end of the 2009-2010 school year.

- * I Motion that the Board of Education approve by roll call vote the following:

WHEREAS, the State of New Jersey, Department of Education, has revised the three year tuition adjustment to a two year tuition adjustment; and

WHEREAS, the State of New Jersey has significantly cut state aid for the 2010-2011 school year which has created a financial hardship to the Woodstown-Pilesgrove Regional School District; therefore be it

RESOLVED that the Alloway Township School District, Upper Pittsgrove School District and Oldmans Township School District have agreed to accept payment from the Woodstown-Pilesgrove Regional School District for the combined adjusted tuition of the 2007-2008 and 2008-2009 school years as follows:

| | <u>Total Due to District</u> | <u>Payment to District in 2010-2011</u> | <u>Payment to District in 2011-2012</u> |
|------------------|------------------------------|---|---|
| Alloway | \$277,585 | \$213,716 | \$63,869 |
| Upper Pittsgrove | \$282,284 | \$217,333 | \$64,951 |
| Oldmans | \$ 67,335 | \$ 51,824 | \$15,511 |

BE IT FURTHER RESOLVED, that the Woodstown-Pilesgrove Regional Board of Education may extend the same courtesy, if in the future, any of the above named sending districts find themselves in a financial hardship respectively.

XI. OTHER REPORTS

A. Verbal

1. President – Mr. Chapman Vail.
 - a. Discussion of Code of Ethics for school board members.
2. Superintendent – Mr. Thomas A. Coleman, Jr.
3. Business Administrator – Mr. Harold O’Neil, Jr.

XII. ADMINISTRATIVE REPORTS – Attached to Superintendent’s Monthly Report and Delivered Under Separate Cover

XIII. SENDING DISTRICT REPORTS

- A. Alloway – Mr. Richard Morris.
- B. Upper Pittsgrove – Mr. Daniel Belisario.

XIV. SCHOOL AGE CHILD CARE (SACC) REPORT – Mrs. Eileen Miller

XV. DELEGATE REPORT

- A. Mrs. Eileen Miller.
- B. Mrs. Debbie Duffield – Alternate.

XVI. FUTURE MEETINGS

- A. April 20, 2010 – Finance/Facilities Committee, 6:00 p.m., district office.
- B. April 20, 2010 – Policy Committee, 7:30 p.m., district office.
- C. April 22, 2010 – Personnel Committee, 6:00 p.m., district office.
- D. April 22, 2010 – Ed Programs Committee, 7:00 p.m., district office.
- E. April 29, 2010 – Reorganization/Regular Board Meeting, 7:00 p.m., Mary Shoemaker School Library.

XVII. IMPORTANT DATES

- A. April 20, 2010 – School Board Election.

XVIII. RECESS INTO EXECUTIVE SESSION

The Open Public Meetings Act allows the Board to enter into executive session for confidential matters (N.J.S.A. 10:4-12b). Matters discussed in executive session will remain confidential until such time as the need for confidentiality no longer exists.

- * 1. Motion that the Board of Education enter into executive session, by resolution, for _____. It is expected that the executive session will last approximately ___ minutes. The Board will reconvene in open public session immediately following. Formal action may or may not be taken as a result of the executive session.

XIX. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XX. FOR YOUR INFORMATION

- A. Calendars.
- B. Suspension Reports.
- C. Enrollment Reports.
- D. Shoemaker Spotlight.

XXI. ADJOURNMENT

* *Voting applicable to sending district representatives.*