

**WEYMOUTH TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
MINUTES  
OCTOBER 20, 2016**

**I. CALL TO ORDER – MR. DOERR**

Mr. Doerr called the meeting to order at 7:00pm.

**II. FLAG SALUTE**

**III. SUNSHINE NOTICE**

“Welcome to the regular meeting of the Weymouth Township Board of Education held on October 20, 2016. This meeting is being held in compliance with the Open Public Meeting Act by being advertised in the official newspapers and posted in two public places as required by laws of 1975, Chapter 231.”

**IV. ROLL CALL**

Members present were Mrs. Bogdan, Mr. Doerr, Mrs. Doerr, Mr. Egbert, Mrs. Huber, Ms. Mandradjieff, Miss Reymann, Mrs. Seelman, Mr. Zebedies.

Also present were Mr. London (Chief School Administrator), Ms. Palmieri (Business Administrator/Board Secretary), and Mr. Cappuccio, (Board Solicitor).

**V. PUBLIC COMMENT**

- Mrs. Cottrel made the Board aware that the Weymouth Township School District HSA awarded the district \$1,000 from the Scholastic Book Funds to purchase books for the library.
- Mr. Knight asked about the negotiations and arbitration with the Association. Mr. Cappuccio responded that the negotiations are still ongoing.

**VI. APPROVAL OF MINUTES**

- A. Motion to approve the minutes of the September 22, 2016 Regular Meeting and Closed Session.
- B. Motion to approve the minutes of the October 13, 2016 Work Session Meeting and Closed Session

Motion was made by Mrs. Seelman and seconded by Mrs. Bogdan.

Roll Call:

Mrs. Bogden	Yes	Ms. Mandradjieff	Yes
Mr. Doerr	Yes	Miss Reymann	Yes
Mrs. Doerr	Yes	Mrs. Seelman	Yes
Mr. Egbert	Yes	Mr. Zebedies	Yes
Mrs. Huber	Yes		

Motion Carried

## **VII. BOARD SOLICITOR'S REPORT – MR. CAPPuccio**

Mr. Cappuccio reported that negotiations are ongoing with the Association. There were no other items requiring legal attention.

## **VIII. CHIEF SCHOOL ADMINISTRATOR'S REPORT (Attachment #1) to include the presentation of PARCC results.**

- A. SGO/PDP – requirements have changed from end of the school year to October 31<sup>st</sup>.
- B. NaviGate –a presentation of this integrated system of emergency protocols will be made at the Board work session on November 10, 2016.
- C. Ticket Update (positive behavior) – this program is meeting with positive feedback from the student body. Many students have already begun achieving various levels of success. The official launch date is October 28, 2016.
- D. Halloween – the school is scheduled to host various activities for the students on Monday, October 31, 2016. There will be a parade around the track and various activities inside the building throughout the day.
- E. Veteran's Day – There will be a ceremony at 10:00am on Wednesday, November 9, 2016 to honor our veterans. The Board and public are invited to attend.
- F. AESOP – the substitute call in and tracking system has been in use as of October 17, 2016. The system is only employing the Board approved substitute list.
- G. PARCC – results were presented. These tests measure college and career readiness and replace NJ ASK. The testing began in the 2015-2016 school year. The student body showed improvement and progress in all areas. The students and staff are doing well with this new curriculum.

## **IX. FINANCE/BUILDINGS & GROUNDS REPORT**

Be it resolved by the Weymouth Township Board of Education that upon recommendation of the Chief School Administrator, that the following resolutions are approved as indicated.

- A. Motion to approve bills for payment. **(Attachment #2)**
- B. Motion to accept the certification of the Business Administrator that pursuant to NJAC 23A:16.10(C)3, as of August 31, 2016, after review of the Secretary's monthly financial reports (revenue and appropriation sections), no major account of fund has been over-expended in violation of NJAC 23A:16:10(C)4, and there have been no changes in anticipated revenue sources and/or amounts so that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- C. Motion to approve the following financial reports:
  - o Treasurer’s Report for the month of August 2016. **(Attachment #3)**
  - o Board Secretary’s Reports for the month of August 2016. **(Attachment #4)**
  - o Monthly Transfer Status Report & Line-Item Transfer List for the month of August, 2016. **(Attachment #5)**
- D. Motion to approve October 4<sup>th</sup>, 2016 facility safety checklists.**(Attachment #6)**
- E. Motion to approve tuition contract for LH PreK student for the 2016-2017 school year.

Motion was made by Mrs. Seelman and seconded by Mrs. Bogdan.

Roll Call:

Mrs. Bogden	Yes	Ms. Mandradjieff	Yes
Mr. Doerr	Yes	Miss Reymann	Yes
Mrs. Doerr	Yes	Mrs. Seelman	Yes
Mr. Egbert	Yes	Mr. Zebedies	Yes
Mrs. Huber	Yes		

Motion Carried

## **X. CORRESPONDENCE**

Mr. Doerr reported a letter received from Mrs. Kyle announcing her retirement and two letters from Mrs. Merlock. One thanking the Board for the institution of the AESOP system and one choosing the Board to discuss her position in public if so desired.

## **XI. PERSONNEL REPORT**

Be it resolved by the Weymouth Township Board of Education that upon recommendation of the Chief School Administrator, that the following resolutions are approved as indicated.

- A. Motion to approve Merit Goals for CSA as per county approval
- B. Motion to approve Ashlie Morro as Library Coordinator
- C. Motion to approve Louise Houseman as Substitute at the County Certified Rate for the 2016-2017 school year – pending paperwork
- D. Motion to approve Melissa Mashura, as a Substitute at the Certified Teacher Rate for the 2016-2017 school year – pending paperwork
- E. Motion to accept the resignation with regret of Lisa Owens paraprofessional effective October 12, 2016
- F. Motion to accept the retirement with regret of Carol Kyle effective January 1, 2017.

- G. Motion to approve medical leave for Judi Merlock effective October 14, 2016 ceasing on or before January 18, 2017.
- H. Motion to approve Substitute Playground and Bus aid at 10.00 per hour – Genieve Ross – pending paperwork.
- I. Motion to approve Natalie Morse as paraprofessional at 12.50 per hour – pending paperwork.
- J. Motion to approve Shirley Battersby as substitute nurse at Certified Rate pending paperwork.

Motion was made by Miss. Reymann and seconded by Mrs. Steelman.

Roll Call:

Mrs. Bogden	Yes	Ms. Mandradjieff	Yes
Mr. Doerr	Yes	Miss Reymann	Yes
Mrs. Doerr	Yes	Mrs. Seelman	Yes
Mr. Egbert	Yes	Mr. Zebedies	Yes
Mrs. Huber	Yes		

Exceptions – Mrs. Bogdan abstained from letter A and G and Mr. Egbert abstained on letter A.

Motion Carried

## **XII. BUSINESS AND OPERATIONS**

### **A. School District Officials**

Approve the following school district officials for the 2016-2017 school year:

- Board Secretary – Patricia Palmieri
- Purchasing Agent – Patricia Palmieri
- Public Agency Compliance Officer – Patricia Palmieri
- Custodian of Records (OPRA) – Patricia Palmieri

### **B. Account Authorizations**

Approve the following bank account signers for the Newfield National Bank accounts:

General Account (3 signatures required)

President or Vice President, Treasurer, & Board Secretary

Money Market Account (3 signatures required)

President or Vice President, Treasurer, & Board Secretary

Capital Reserve Account (3 signatures required)

President or Vice President, Treasurer, & Board Secretary

Capital Projects Account (3 signatures required)

President or Vice President, Treasurer, & Board Secretary

Payroll Account (2 signatures required)

Treasurer & Board Secretary

Payroll Agency Account (2 signatures required)

Treasurer & Board Secretary  
Flexible Spending Account (2 signatures required)  
Chief School Administrator & Board Secretary  
Cafeteria Account (2 signatures required)  
Chief School Administrator & Board Secretary  
After School Care Account (2 signatures required)  
Chief School Administrator & Board Secretary  
Student Activity Account (2 signatures required)  
Chief School Administrator & Board Secretary  
Student Council Account (2 signatures required)  
Program Director & Board Secretary

C. Payments Between Board Meetings

Approve Patricia Palmieri, Business Administrator, to make payments on behalf of the Board of Education when such payments ensure the health and safety of students and staff or ensure the orderly operation of the school.

D. Contract Awards

Approve Patricia Palmieri, Business Administrator, to award contracts up to the bid threshold of \$26,000 and to establish a quote threshold of \$3,900.

E. Wire Transfers

Approve the authorization of Patricia Palmieri, Business Administrator, to wire transfer funds between the Board of Education bank accounts as necessary.

Motion was made by Mrs. Doerr and seconded by Mrs. Steelman.

Roll Call:

Mrs. Bogden	Yes	Ms. Mandradjieff	Yes
Mr. Doerr	Yes	Miss Reymann	Yes
Mrs. Doerr	Yes	Mrs. Seelman	Yes
Mr. Egbert	Yes	Mr. Zebedies	Yes
Mrs. Huber	Yes		

Motion Carried

### **XIII. EDUCATION**

A. Motion to approve October 2016 Principal's Report.

B. Motion to approve HIB Report.

C. Motion to approve submission of QSAC Statement of Assurance.

D. Motion to approve attendance at NCTN regional conference for Michele Salvucci and Robin Mottershead – total cost approximately \$700.00.

E. Motion to approve Mrs. Bishop and Mrs. Wheaton to attend Handle with Care training (Train the Trainer)- total cost is approximately \$1,550.00 ( registration is two for one)

F. Motion to approve the Eight Grade Field Trip to the State House at no cost. There is a 350.00 transportation grant.

Motion was made by Miss Reymann and seconded by Mrs. Bogdan.

Roll Call:

Mrs. Bogden	Yes	Ms. Mandradjieff	Yes
Mr. Doerr	Yes	Miss Reymann	Yes
Mrs. Doerr	Yes	Mrs. Seelman	Yes
Mr. Egbert	Yes	Mr. Zebedies	Yes
Mrs. Huber	Yes		

Exception – Item B was removed and will be discussed in Executive Session and will be voted when the public session resumes.

Motion Carried

#### **XIV. OTHER COMMITTEE REPORTS**

##### Buena Board Representative – Mr. Zebedies

Mr. Zebedies reported that the item of most concern is transportation. Due to the limited increase (1/2%) allowed, the current bus transportation contracts may be put out for bid. The current contractor, Sheppard may not be able to continue as the service provider.

##### Weymouth Township Committee Liaison - Mrs. Bogdan

Mrs. Bogden reported on various local happenings including the designated Halloween Trick or Treat time being 5pm to 8pm on Monday, October 31, 2016.

#### **XV. OLD BUSINESS**

- Mr. Egbert asked for an update on Maker Space. Mr. London reported that the students are enjoying the space and activities. Mr. Egbert suggested a presentation of work and volunteered to assist in part with the program.
- Mrs. Cottrell inquired about the realignment of the shelves in the library.
- Mr. Egbert asked for an update on the PreK building. Mr. London has contacted Mr. Goldsmith to see if he is interested assisting the District with the evaluation of the building.

#### **XVI. NEW BUSINESS**

A question was asked about current condition and age of the boilers. Ms. Palmieri and Mr. Merlock will begin discussing these items.

**XVII. PUBLIC DISCUSSION**

- Mrs. Cottrell expressed a concern about the HIB report being reviewed in Executive session. Mr. London explained that this is a student matter and is not allowed by statute and privacy rules to be discussed in public session.
- Mr. Norton discussed the difficulty and complications in procuring and running a transportation fleet

**XVIII. EXECUTIVE SESSION – Time: 7:59pm**

The Board approves the following resolution:

Resolved, At a public meeting of the Weymouth Township Board of Education held October 20, 2016 pursuant to Section 7 & 8 of the "Open Public Meetings Act", the following subject to be discussed in a session of the Board closed to the public:

Personnel  
Negotiations  
HIB Report

It is presently anticipated that the items mentioned in this resolution can be disclosed to the public as soon as possible.

Motion was made by Ms. Mandradjieff and seconded by Mrs. Huber.  
Motion was carried by unanimous voice vote.

**XIX. OPEN SESSION – Time: 9:18pm**

Motion was made by Mrs. Doerr and seconded by Mrs. Huber.  
Motion was carried by unanimous voice vote.

Action: Motion to accept the HIB Report

Motion was made by Mrs. Seelman and seconded by Mr. Egbert.

Roll Call:

Mrs. Bogden	Yes	Ms. Mandradjieff	Yes
Mr. Doerr	Yes	Miss Reymann	Yes
Mrs. Doerr	Yes	Mrs. Seelman	Yes
Mr. Egbert	Abstain	Mr. Zebedies	Yes
Mrs. Huber	Yes		

Motion Carried

Action – Motion to ratify the County approved contact to employ Patricia Palmieri as Business Administrator/Board Secretary for the 2016-2017 school year.

Motion was made by Mrs. Seelman and seconded by Ms. Mandradjieff.

Roll Call:

Mrs. Bogden	Yes	Ms. Mandradjieff	Yes
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Mr. Doerr	Yes	Miss Reymann	Yes
Mrs. Doerr	Yes	Mrs. Seelman	Yes
Mr. Egbert	Yes	Mr. Zebedies	Yes
Mrs. Huber	Yes		

Motion Carried

**XX. ADJOURNMENT** – Time: 9:29pm

Motion was made by Mrs. Seelman and seconded by Ms. Mandradjieff.  
Motion was carried by unanimous voice vote.

Respectfully submitted,

Patricia Palmieri, MBA  
Business Administrator/Board Secretary