

BOARD OF EDUCATION MEETING
TOWNSHIP OF VERNON
JANUARY 15, 2009

- I. CALL TO ORDER (Howard J. Whidden, Jr., President)
- II. ROLL CALL & PLEDGE OF ALLEGIANCE
- III. READING OF MEETING NOTICES (Mr. Kepnes)
- IV. APPROVAL OF MINUTES (Mr. Kepnes):
 - a) Work Session: 12/18/08
 - b) Public Meeting: 12/18/08
 - c) Closed Session: 12/18/08
- V. CORRESPONDENCE (Mr. Kepnes)
- VI. PRESIDENT'S REPORT/COMMITTEE REPORTS
- VII. PRESENTATIONS (S) – **Mind Travelers Awards**
- VIII. PUBLIC PARTICIPATION – Questions limited to items listed on agenda ONLY
- IX. SUPERINTENDENT'S REPORT (Mr. Macerino)
 - a) Informational matters:
 - b) Recommendations – personnel: appointments, terminations, non-reappointments, leaves, recommendations regarding funding, student matters, etc.
- X. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY (Mr. Kepnes)
 - a) Informational matters:
 - b) Recommendations – purchase orders, checks, transportation, maintenance agreements, etc.
- XI. PUBLIC PARTICIPATION – Questions and comments pertaining to agenda items and any NEW business
- XII. ADJOURNMENT

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CORRESPONDENCE (Mr. Kepnes)

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- 1) Letter, **Jenifer Hordych**, RHPS classroom teacher; indicating her return to work following a FMLA maternity leave of absence; eff. 2/6/09.
- 2) Letter, **Jean Shears**, RHPS part-time aide; indicating her return to work following a FMLA medical leave of absence; eff. 1/5/09.
- 3) Letter, **Kelley Ewing**, RHPS full-time custodian; requesting an extension to her previously approved FMLA medical leave of absence; eff. through 2/2/09.
- 4) Letter, **Linda Hopper**, VTHS secretary; rescinding her appointment as a 12-month secretary and requesting to retain her 10-month secretarial position.
- 5) Letter, **Liz Tobia**, RHPS classroom teacher, indicating her resignation for reasons of retirement; eff. 7/1/09.
- 6) Letter, **Deanna Castellana**, CMPS classroom teacher; requesting a FMLA leave of absence; eff. on or about 2/18/09 – 3/20/09.
- 7) Letter, **Rosanne Matthews**, RHPS classroom teacher; indicating her return to work following an approved FMLA medical leave of absence; eff. 1/28/09.
- 8) Letter, **Peter Martyniuk**, GMMS classroom teacher; indicating his resignation for reasons of retirement; eff. 7/1/09.
- 9) Letter, **Karen Graf**, GMMS guidance counselor; indicating her resignation for reasons of retirement; eff. 7/1/09.
- 10) Letter, **Shannon Flannery**, VTHS business education teacher; indicating her return to work following a FMLA maternity leave of absence; eff. 1/26/09.

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INFORMATION (Mr. Macerino)

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- 1) We are pleased to announce the following **Rolling Hills Primary School students** as the district artists of the month for January. The snowman collages were group projects created by the following third grade students: **Caitlyn Kowalski, Jessica Schaffer, Christine Papa, Lauren Durand, Audrey Halatin, Melissa Lancelloti, Brianne Paragh, David DeVelez, Vincent Bentriglia, Manob Lamlamay, Matthew Kubik, Gianna Gencarelli, Isabella Spina, Abigail Dayon, Andrew Denyer, Brandon Ramos, Julliana Schlichting, Raymond Urdanivia, Katelyn DeMauro, Elisabeth Bracer, Samantha Marino.** Snowman snowflakes were created by the following fourth grade students: **Justine Milne, Michael Roccasanta, Brianna Jones, Shannon Rogers, Chris Russo, Brian Moran, Emily Rothamel, Gianna Damato, Scott Griebel, Joey Zazzara, Francesca Amati, Candice Chapman, Amanda Halpin.** Mrs. Toni Snyder is their art teacher. Their artwork is being displayed at the board office and at RHPS during the month of January.

- 2) The **Kindergarten Registration** for the 2009/2010 school year is scheduled for Tuesday, January 20 through Friday, January 23, 2009, at Walnut Ridge Primary School. Children who will be five years old on or before October 1, 2009 are eligible to register at this time.

Dates and Hours of Registration are:

Tuesday, January 20th and Thursday, January 22nd – 4:30 p.m. until 8:00 p.m.
Wednesday, January 21st and Friday, January 23rd – 8:30 a.m. until 10:30 a.m.
Monday, February 23rd – 4:30 p.m. until 8:00 p.m.
Wednesday, March 18th – 4:30 p.m. until 8:00 p.m.

Parents are required to bring the following documents to registration:

- 1) Child's **original birth certificate** issued by the town or state of birth (not a hospital certificate).

- 2) Doctor's certificate of **immunization** against the following:
 - a. DPT – 4 doses – **Fourth dose must be on or after fourth birthday**
 - b. Polio – 3 doses – **Third dose must be on or after fourth birthday, or alternatively, any appropriately spaced combination of four doses**
 - c. Measles (Rubeola) – **2 doses of a measles containing vaccine; the first dose must be after the first birthday**
 - d. Mumps – **1 dose**
 - e. German Measles (Rubella) – **1 dose**
 - f. Hepatitis B – **3 doses**
 - g. Varicella (Chicken Pox Vaccine) – **1 dose after 1st birthday** or documentation that child had the disease.

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INFORMATION (Mr. Macerino)

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- 3) Physical check-up from private medical doctor (prior to first day of school).
- 4) Proof of Residence (Please note that this requirement must be met for all new students registering regardless of whether a sibling is already registered.)
- 5) Original deed or Settlement Statement from your closing **and** a current utility bill.
- 6) Legal lease/rental agreement with both names of parents and children on it **and** a current utility bill if you do not have a lease you can download the "Sworn Statement of Landlord" to be signed by your landlord and notarized.

IF YOU ARE LIVING WITH AN INDIVIDUAL OR FAMILY RESIDING IN VERNON TOWNSHIP THEY MUST PROVIDE A COPY OF THEIR DEED AND A CURRENT UTILITY BILL. YOU MUST ALSO PROVIDE:

1. *"Sworn Statement/Affidavit of Applicant"*

AND

2. *"Parent Affidavit of Legal Residence"*

IMPORTANT: In addition to the above;

- All information must be completed and returned to us by **July 1, 2009**. Your child will not receive teacher or bus information until all forms are completed and returned.
- **Registration is intended for parents. Please make other arrangements for your child(ren).**
- Voter registration forms will be available for any non-voter wishing to register.

If you have any questions, please do not hesitate to call Walnut Ridge Primary School at (973) 764-2801.

- 3) Congratulations to the following students who are winners of the **Mind Traveler's Library Fund Reading Incentive**. Each winner is being recognized this evening for his/her achievements:

Rae Allen Austin	WRPS – Kindergarten AM – Mrs. Barone
Hailey Woznicki	WRPS – Kindergarten PM – Mrs. Czergovits
Cody Williams	WRPS – 1 st Grade – Mrs. Holderith
Shane Brennan	CMPS – 2 nd Grade – Mrs. Silipino
Rory Rzeszotarski	CMPS – 3 rd Grade – Mrs. Caggiano

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Kira Mayer CMPS – 4th Grade – Mrs. Gudenkauf
Andrew Lisa RHPS – 2nd Grade – Mrs. Sparta
Ashley Bray RHPS – 3rd Grade – Mrs. Stracquatano
Anthony Pagliuco RHPS – 4th Grade – Ms. Wright

- 4) **Bill Edelman**, Athletic Director, is the recipient of the North I, Directors of Athletics Association of New Jersey (DAANJ) 2009 Sectional Award of Merit. He will be recognized at a state banquet in March.
- 5) The following **college student(s)**, some of them Vernon graduates, are doing their student teaching, practicums, field experience, student internship and observations here in the Vernon Township School District:

Student's Name	Timeframe	School	Cooperating Teacher	Type of Request	College
Tara Dix	2 days	WRPS	Mrs. Docherty	Observation	Sussex County Community College
Kristina Francica	35 hours	WRPS	Mrs. Nelson	Observation	Western Virginia University
Rachel Rose	1 day	RHPS	Mrs. Ukson	Observation	Ramapo College
Lindsay Terhune	25 hours	VTHS	Mrs. Gomez/ English Dept.	Observation	The College of St. Rose
Kelly Ashe	1 day	WRPS	Mrs. Thomas/Mrs. Kelshaw	Observation	Kutztown University
Ursula Szczpala	2/9-5/7/09	WRPS	Mrs. Broderick	Student Practicum	William Paterson University
Ellie Ufferfilge	1/21-5/7/09	VTHS	Mr. Trusa/Mr. Tintle	Student Teaching	William Paterson University
Catherine MacNish	15 hours	VTHS	Mrs. Weinstein/ English Dept.	Observation	Sussex County Community College

- 6) **Mr. Brian Cummins** has volunteered to assist with the 2008/2009 VTHS Boys Lacrosse program. We thank Mr. Cummins for his time and dedication to the students of Vernon Township.

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INFORMATION (Mr. Macerino)

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Testing/Grants

The Director of Special Projects will attend the following training: NCLB training on January 22, 2009, HSPA training on January 23, 2009 and Electronic Web-Enabled Grant (EWEG) Payment System Training on February 6, 2009.

The New Jersey State Department of Education officially approved Vernon Township School District's NCLB grant this month. HSPA testing will be held March 3 – 5, 2009 at Vernon Township High School.

Curriculum & Instruction

Curriculum Committees – At this time the individual grade-level building committees will begin to meet in individual groups in their buildings to complete the final curriculum update. Although few new materials will be purchased for Language Arts, as a continuation of the summer reading initiative a new anthology series is being considered for grades seven and eight. There will also be minimum expenses relating to world language purchases.

Professional Development Committee – The 2009-10 local professional development plan is in the final stages and will be submitted for board review and input at the next work session.

Assessments – The administrative initiative for certificated staff assessment continues and at this time three levels of administrators will meet to discuss elements of instruction and “what works” to improve student learning. Administrator and faculty input is being gathered regarding the assessments and final comments will be sent to Dr. Chirichello.

Special Services

The Child Study Team continues to monitor the IEP implementation and progress for all students. Paperwork for annual reviews has begun to be compiled in order to facilitate with planning for the 2009/2010 school year.

The fourth APA (Alternative Proficiency Assessment) all day work session of the year was held at Rolling Hills Primary School on Monday, January 12, 2009. Lead teachers of our district's APA students, as well as the director of special services were in attendance.

The director of special services attended an all day training workshop for county directors/supervisors entitled: *An Array of Supports for Including Students with Disabilities in General Education Programs (Grades K-12)*, at the LRC-NS in Morris Plains, New Jersey on Thursday, January 8, 2009. Discussion at this workshop focused on the use of consultation services, assistive technology, teacher aides, supplementary instruction, in-class resource programs, and integrated therapies. An IEP decision making process for the selection of appropriate supports as well as implementation considerations were also addressed.

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INFORMATION (Mr. Macerino)

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Athletics & Physical Education

Frigid weather, an early season snow storm and temperatures in the 60s highlighted December. Vernon hosted the Second Annual Holiday Boys' Basketball Tournament on December 27th and 30th. Union City, Ridgewood, Minisink Valley and our own Vernon Vikings provided for an entertaining two days of basketball. In the finals, Union City defeated Ridgewood and in the consolations, Minisink Valley defeated Vernon.

Girls' basketball traveled to Elizabeth to play in the Third Annual Dr. Rose Battaglia Christmas Tournament at Benedictine Academy. The girls finished 1-1 for the tournament. Our wrestling team traveled to the South Brunswick Brawl Holiday Tournament. Although our team did not win, our young wrestlers gained valuable experience. Our bowling team which has maintained a first place lead in the SCIL won the SCIL Holiday Tournament at Sparta Lanes. The Pope John Swim Invitational was cancelled due to inclement weather and will be rescheduled in January.

Our ice hockey team lost to the eventual Sussex Cup champions, the Sparta Spartans in first round play but defeated Newton-Lenape Valley 2-0 to capture third place in the consolation game. Vernon swimming is off to a very good start as both teams are undefeated. January will be a key month for our Vernon swimmers as Vernon will swim against High Point, Jefferson, Wal-Tech, Pope John and Lenape Valley.

Vernon athletic director, Bill Edelman, was notified that he is the North I, DAANJ (Directors of Athletics Association of New Jersey) 2009 Sectional Award of Merit recipient. Bill will be recognized at the state banquet in March.

BOARD OF EDUCATION MEETING, JANUARY 15, 2009

RECOMMENDATIONS (Mr. Macerino)

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- 1) Upon the recommendation of the Superintendent the board approved the following **resignation(s)** as listed on a motion by Mrs. Auberger; 2nd by Mr. Powell and carried on a unanimous roll call vote:

Liz Tobia	RHPS classroom teacher; for reasons of retirement, with regret; eff. 7/1/09.
Peter Martyniuk	GMMS classroom teacher; for reasons of retirement, with regret; eff. 7/1/09.
Karen Graf	GMMS guidance counselor; for reasons of retirement, with regret; eff. 7/1/09.

- 2) Upon the recommendation of the Superintendent the board approved the following faculty/staff **appointments/transfers** as listed on a motion by Mr. Kirchmer; 2nd by Mr. Gilson and carried on a unanimous roll call vote:

*All new appointments are required to comply with State Statute regarding fingerprinting, security checks and appropriate legal agency clearance, and Federal Employment Eligibility Verification (Form I-9) – such employment is provisional. Each employee and/or substitute will attest that he or she has not been convicted or any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq., as applicable. The positions are being filled as a result of resignations, retirements, new positions being added or in the case of substitutes, to fill in for regular personnel:

Anthony Accavallo	Substitute Administrator
Taren Merselis	Substitute, Group I
Joseph Miller	Substitute, Group I
Janine Hummel	Substitute, Group I
Ashley Gola	Substitute, Group I
*Carey Graves	Substitute, Group I
*John Redmond	Substitute Custodian
Yvonne Griffin	VTHS 12-month secretary; Step 1 - \$35,326; eff. 1/20/09. (Repl/Falcone)
Diane Hainzl	WRPS part-time aide; Step 1 - \$12.88/hr.; 4 hours per day; 19 hrs. and 55 min. per week; eff. 1/20/09.
Terry Cassidy	VTHS Spring Detention; 1/2 of Step 4 - \$1,995; eff. 1/16/09. (Repl/Brazanskas)

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RECOMMENDATIONS (Mr. Macerino)

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Joanne Sigl	VTHS Spring Detention; 1/2 of Step 1 - \$1,695; eff. 1/16/09. (Repl/Brzanskas)
Stefanie Gastaldello	VTHS Year-Long Scholarship advisor; Step 1 - \$1,810 (pro-rated); eff. 1/16/09. (New)
Stefanie Gastaldello	VTHS Year-Long Advanced Placement advisor – Step 1 - \$1,810 (pro-rated); eff. 1/16/09. (New)
Raymond Morris	VTHS Dean of Pupil Personnel Services - \$1,000 per month (pro-rated); eff. 1/16/09. (New)
Clara Carlson	LHMS 6 th Grade Regular Education Language Arts NJASK advisor - \$40/hr.; eff. 1/17/09 – 4/29/09; funded by grant money. (New)
Kara Puco	LHMS 6 th Grade Special Education Math NJASK advisor - \$40/hr.; eff. 1/17/09 – 4/29/09; funded by grant money. (New)

- 3) Upon the recommendation of the Superintendent the board approved the following **policies/regulations** as listed (**Attachment A**) on a motion by Mrs. Auberger; 2nd by Mr. Gilson and carried on a unanimous roll call vote:

Second Reading

Policy 6520	Payroll Deductions (Revised)
Policy/Regulation 5350	Pupil Suicide (Revised)

First Reading

Regulation 3218	Teaching Staff Members Substance Abuse (Revised)
Regulation 4218	Support Staff Members Substance Abuse (Revised)

- 4) Upon the recommendation of the Superintendent the board approved the following resolution (as listed below) for **professional development travel** that complies with the provisions of the School Ethics Act (SEA), N.J.S.A. 18A:12-24 and 12-24.1 on a motion by Mr. Powell; 2nd by Mr. Kirchmer and carried on a unanimous roll call vote:

WHEREAS, the Vernon Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

BOARD OF EDUCATION MEETING, JANUARY 15, 2009

RECOMMENDATIONS (Mr. Macerino)

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WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-02, including amendments or revisions thereto, a threshold amount not to exceed the NJ State Travel Reimbursement Guidelines as established by the Department of Treasury; and

WHEREAS, the Board of Education establishes, for district business travel only, an annual school year threshold not to exceed \$1,500.00 for each faculty/staff/board member where prior Board approval shall not be required unless this annual threshold for a staff/Board member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C.6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable are excluded from the requirements of N.J.A.C. 6A:23B-1.1 et seq.; and

THEREFORE, BE IT FURTHER RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as per noted on the attached Board of Education Approval of Travel and Related Expense Reimbursement Form; and

BE IT FURTHER RESOLVED, the Board of Education approves the travel and related expense reimbursements as listed on **Attachments B and C**, Board of Education Approval of Travel and Related Expense Reimbursement Form.

- 5) Upon the recommendation of the Superintendent the board approved the **calendar for the 2009/2010 school year (Attachment D)** on a motion by Mr. Kirchmer; 2nd by Mr. Powell and carried on a unanimous roll call vote.
- 6) Upon the recommendation of the Superintendent the board approved the **2009/2010 Program of Studies** for Vernon Township High School on a motion by Mr. Powell; 2nd by Mr. Castellana and carried on a unanimous roll call vote.
- 7) Upon the recommendation of the Superintendent the board approved a FMLA leave of absence for **Mrs. Deanna Castellana**, CMPS classroom teacher; effective on or about 2/18/09 through 3/20/09, in keeping with her letter of request, board policy, VTEA agreement, and in accordance with the Federal Family Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Castellana must inform the superintendent's office in writing as soon as possible of her intention to return to employment or request an extension of this leave. Motion by Mr. Powell; 2nd by Mr. Gilson and carried on the following roll call vote: YES: Mr. Gilson, Mr. Kirchmer, Mr. Powell, Mrs. Auburger, Mr. Whidden: ABSTAINED: Mr. Castellana; ABSENT: Mr. DeYoung, Mr. McGowan, Mr. Sweeney.

BOARD OF EDUCATION MEETING, JANUARY 15, 2009

RECOMMENDATIONS (Mr. Macerino)

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- 8) Upon the recommendation of the Superintendent the board accepted the **Child Abuse Prevention Program grant** for grades one, three, five, and seven for the 2008/2009 school year. The amount of grant funds approved is \$4,463.00. Matching funds in the amount of \$3,999.00 will be funded through the board. Motion by Mr. Powell; 2nd by Mrs. Auberger and carried on a unanimous roll call vote.
- 9) Upon the recommendation of the Superintendent the board approved a FMLA maternity leave of absence for **Mrs. Cindy Gosda**, RHPS special education teacher; eff. 4/3/09 – 6/30/09, in keeping with her letter of request, physician’s statement, board policy, VTEA agreement, and in accordance with the Federal Family Leave Act (FMLA) and the New Jersey Family Leave Act. Mrs. Gosda may use 30 sick days before birth and 30 sick days after birth provided sick days are available. Mrs. Gosda may take up to 12 weeks unpaid leave under FMLA. It is stipulated that Mrs. Gosda must inform the superintendent’s office in writing by 6/15/09 of her intention to return to employment or request an extension of this leave. Motion by Mr. Kirchmer; 2nd by Mr. Powell and carried on a unanimous roll call vote.
- 10) Upon the recommendation of the Superintendent the board accepted the **No Child Left Behind Consolidated Grant** for the fiscal year 2009. The breakdown of grant funds is as follows. Motion by Mr. Powell; 2nd by Mr. Gilson and carried on a unanimous roll call vote.

Title I – Basic Skills	\$250,917
Salaries	
Benefits	
Professional Development	
Supplies & Materials	
Supplemental Services	
Title IIA – Professional Development	\$138,821
Expenses for Professional Development	
Title IID – Enhancing Education Through Technology	\$2,081
Professional Development	
Title IV – Safe & Drug-Free Schools	\$9,834
Salary & Benefits – VTHS Campus Monitor & VTHS - SAC	

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RECOMMENDATIONS (Mr. Macerino)

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- 11) Upon the recommendation of the Superintendent the board approved an extension to a previously approved FMLA leave of absence for **Mrs. Kelley Ewing**, RHPS full-time custodian; effective through 2/2/09, in keeping with her letter of request, board policy, VTEA agreement, and in accordance with the Federal Family Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Ewing must inform the superintendent's office in writing as soon as possible of her intention to return to employment or request an extension of this leave. Motion by Mr. Powell; 2nd by Mr. Castellana and carried on a unanimous roll call vote.

BOARD OF EDUCATION, REGULAR MEETING, JANUARY 15, 2009 PAGE Xa-1

REPORT OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

INFORMATIONAL: Mr. Kepnes

1. Use of Buildings and Grounds

NO.	REQUESTING ORGANIZATION	BUILDING OR GROUNDS	DATE
109	VTHS Girls Soccer	VTHS – Cafeteria	12/4/2008
110	Sussex County Community College	VTHS - Classrooms	1/27/08 - 5/19/09
111	VTHS DECA	VTHS - Cafeteria & Auditorium	12/20/2008
112	Vernon PAL - Wrestling	VTHS – Cafeteria	12/13/2008
113	Vernon PAL	WRPS - All Purpose Room	1/5/09 - 2/26/09
114	Vernon PAL	VTHS - Cafeteria	1/8, 15, 16, 22, 28 & 29/09
115	Space Camp Parent Meeting	LHMS Room 216	01/15/09

2. Field Trips

DATE OF TRIP	SCHOOL	GRADE	TEACHER	DESTINATION	EXPENSE
12/5/2008	VTHS	9 - 12	Bailly-Orlovsky	Special Needs Students to Galleria in Middletown, NY	Board
1/6/2009	VTHS	10 - 12	Romano	Morris County College - DECA Competition	Board
12/9/2008	VTHS	10 - 12	Byrne	Giant's Stadium - DECA Marketing Project	Sponsored by NY Giants
12/2/2008	LHMS	6	Mitchell	County College of Morris Planetarium & Fuddrucker's	Grant Money
4/28/2009	LHMS	6	Bruno	American Museum of Natural History, NYC	Student
4/21/2009	LHMS	6	Bruno	American Museum of Natural History, NYC	Student
12/10/2008	VTHS	10 - 12	Bryne	Nets Practice Facility - DECA Career Night	Student
12/18/2008	VTHS	9 - 12	Ross	Tilly's Kids - Distribute toys to the needy in inner city	Board
12/15/2008	VTHS	11 - 12	Soriano-Bunger	Museum of Modern Art, NYC - Advanced Art Students	Student

3. Pursuant to N.J.A.C. 6A:23-2.12 (C) 3, I certify that, as of December 31, 2008, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A: 22-8 and 18A: 22-8.1.

4. We are required to do a Food Service RFP and secure a Food Service Company for the 2009-2010 school year.

5. Review a change in district busing to equalize enrollment.

Board Secretary

Date

RECOMMENDATIONS: Mr. Kepnes

1. It is recommended that the Board approve the list of checks for January 15, 2009 (#44711-#44949) in the amount of \$1,884,058.79. Abstain: None
2. It is recommended that the Board approve the list of hand checks for December 2008. Abstain: None
3. It is recommended that the Board approve purchase orders for December 2008. Abstain: Castellana, Whidden
4. It is recommended that the Board accept the Report of the Secretary for Current Operating Fund for the month of December 2008 and the Report of Treasurer of School Monies for December 2008. Further, in accordance with N.J.A.C. 6A:23-2.12 (c) 4, the Board hereby certifies that, after review of the secretary’s financial reports for the month of December 2008 and consultations with the appropriate district officials, no fund has been overextended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. These reports will be included in the minutes of this meeting. Both the Secretary’s Report and the Treasurer’s report are in agreement.
5. It is recommended that the Board approve December 2008 transfers as authorized according to N.J.A.C. 6A:23-211(d). **ATTACHMENT F**
6. It is recommended that the Board approve Transportation as listed:

Addendum

Addendum to remove an aide from a special education bus route as follows:

Berkshire Transportation
 BKS8/Route 501-2
 180 days
 2008/2009 School Year

<u>2008/2009 Cost</u>	<u>Addendum Cost(-)</u>	<u>2008/2009 Adjusted Cost</u>
\$357.23 p.d.	(\$63.00) p.d.	\$294.23 p.d.

	PROGRAM/ SCHOOL	COST PER QUOTE	TOTAL COST	DESTINATION	DATE OF TRIP/ # of days	TYPE OF EXPENSE
Havens Bus	GMMS	\$625.00	\$625.00	Weehawken Ferry	12/05/08	Student
First Student-Newton	VTHS	\$108.00 per diem	unknown	DDD/ECS Program Hamburg, NJ	Temp. Placement	Board
First Student-Laf.	Lakeland Andover	\$169.20 per diem	\$16,074.00	Lakeland Andover	95	Board
First Student-Newton	Youth Shelter	\$212.00 per diem	\$16,200.00	Morristown, NJ	76	Board

RECOMMENDATIONS: Mr. Kepnes

7. It is recommended that the board approve the following resolution in celebration of January as **School Board Recognition Month.**

WHEREAS, The New Jersey School Boards Association and the National School Boards Association have declared January 2009 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Vernon Township Board of Education is one of more than 600 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Vernon Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and directly influence instruction in New Jersey public schools; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of 1.4 million in Pre-Kindergarten through 12th grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public schools students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, Local school board members are exceptional people who voluntarily tackle the enormous job of governing school districts and preserving the core of our democratic land and display to the students they serve the high character of civic duty and responsibility that all citizens should engage; and

WHEREAS, Local School Board Member Recognition Month provides an opportunity to build stronger relationships between the thousands of men and women who champion the cause of public education as board members, their schools, and the communities they serve; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Vernon Township Board of Education, does hereby recognize the services of local school board members, past and present, throughout New Jersey as we join communities statewide in observing January 2009 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RECOMMENDATIONS: Mr. Kepnes

RESOLVED, That the Vernon Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

8. It is recommended that the Board approve the following resolution:

COOPERATIVE PRICING AGREEMENT

WHEREAS, this agency is conducting a voluntary Cooperative Pricing System with Boards of Education, municipalities, and other types of public bodies located in the County of Hunterdon and other nearby counties, utilizing administrative purchasing services and facilities of Hunterdon County Educational Services Commission of Hunterdon County; and this Cooperative Pricing Agreement is to effect substantial economies in the purchase of work, materials and supplies; and

WHEREAS, all the parties hereto have approved the within Agreement by Ordinance or Resolution as appropriate, in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, in consideration of the premises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

- 1) The work, materials or supplies to be priced cooperatively may include fuels, office supplies, paper products, instructional materials and equipment, vehicles, modulars and such other items and services as two or more participating contracting units in the system agree can be purchased on a cooperative basis.

The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.

- 2) The Lead Agency, on behalf of all participating contracting units, at the beginning of participation in the Cooperative Pricing System, and during each January thereafter, shall publish a legal ad in such format as required by the State Division of Local Government Services in a newspaper normally used for such purpose by it to include such information as:
 - a. The name of the participating contracting unit, and
 - b. The name of the Lead Agency soliciting competitive bids or informal quotations, and
 - c. The address and telephone number of Lead Agency, and
 - d. The State Identification Code for the Cooperative Pricing System, and
 - e. The expiration date of the Cooperative Pricing Agreement.

RECOMMENDATIONS: Mr. Kepnes

- 3) Each of the participating contracting units shall designate, in writing, to the Lead Agency, the items to be purchased and indicate therein the approximate quantities desired, the location for delivery and other requirements, to permit the preparation and filing of specifications as provided by law.
- 4) The specifications shall be prepared and approved by the Lead Agency and filed as required by law, and no changes shall thereafter be made except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
- 5) A single advertisement for bids or the solicitation of informal quotations for the work, materials or supplies to be purchased shall be presented on behalf of all of the participating contracting units desiring to purchase any item by the Lead Agency in the Cooperative Pricing System.
- 6) The Lead Agency that advertises for bids or the solicitation of informal quotations shall receive bids or quotations on behalf of all participating contracting units. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all bids, make a total award or make an award to the lowest responsible bidder or bidders for each separate item. This award shall result in the Lead Agency entering into a master contract with the successful bidder(s) providing for two categories of purchases:
 - a. The quantities ordered for the Lead Agency's own needs, and
 - b. The estimated aggregate quantities to be ordered by other participating contracting units by separate contract, subject to the specifications and prices set forth in the Lead Agency's overall (master) contract.

The Lead Agency shall enter into a formal written contract(s) when required by law, directly with the successful bidder(s) only after it has certified the funds available only for its own needs ordered.

Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the successful bidder(s); issue purchase orders in its own name directly to successful bidder(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the successful bidder(s), and be responsible for any tax liability. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.

The provisions of this paragraph shall be quoted or referred to and sufficiently described in all advertisements for bids by the Lead Agency so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.

RECOMMENDATIONS: Mr. Kepnes

- 7) Nothing in this Agreement shall prevent any participating contracting unit from awarding contracts of purchase, with or without advertising, individually and on its own behalf, provided, however, that invitations for such individual bids shall not be advertised, nor shall bids be received individually, during the period in which the Lead Agency is advertising for and receiving bids for the same items or commodities, except in the case of emergency or hardship.
- 8) The Lead Agency reserves the right to exclude any item or commodity from within said system if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
- 9) The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.

It is agreed that each participating contracting unit shall pay the Lead Agency up to but not exceeding 6% of net purchases on the bids. There is no fee to use the fuel bids as well as the Network Communication bid and a small fee per unit is charged for the interactive whiteboards. Said costs will be determined by the Board of Directors of the Hunterdon County Educational Services Commission and will be commensurate with expenses incurred in the Cooperative Pricing Program. This amount shall be paid forty-five (45) days from the receipt of billing from the Lead Agency.

- 10) This agreement shall become effective upon approval of the Director of the Division of Local Government Services and shall continue in effect until any party to this Agreement shall give written notice of its intention to terminate its participation.
- 11) All records or documents maintained or utilized pursuant to terms of this Agreement shall be identified by the code number assigned by the Director, Division of Local Government

Services and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.
- 12) This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

9. It is recommended that the Board approve the following Special Education Contract:

- a) The Contract between the Vernon Township Board of Education and the Lakeland-Andover School for Student # 12093 for the 2008-09 School Year at a cost of \$44,100.00 (prorated-effective 1/5/09) as per the student's I.E.P.