

BOARD OF EDUCATION MEETING
TOWNSHIP OF VERNON
NOVEMBER 20, 2008

- 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 (10/9/08)
Absent: Mr. Sweeney
 - b) Closed Session: (10/9/08)
Absent: Mr. Sweeney
 - c) Public Meeting (10/16/08)
 - d) Closed Session (10/16/08)
- V. CORRESPONDENCE (Mr. Kepnes)
- VI. PRESIDENT'S REPORT/COMMITTEE REPORTS
- VII. PRESENTATION(S) – Educational Support Person of the Year, Mr. Timothy Wilson – District Maintenance Worker
- 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, **Kathleen Peterson**, WRPS Basic Skills teacher; requesting an extension to her previously approved FMLA medical leave of absence; eff. through 1/4/09.
- 2) Letter, **Kathleen Palinski**, GMMS Librarian; requesting a FMLA medical leave of absence; eff. 10/24/08 for an undetermined amount of time.
- 3) Letter, **Pamela Ressler**, WRPS part-time aide; indicating her resignation; eff. 11/5/08.
- 4) Letter, **Edward Flannery**, VTHS Social Studies teacher and VTHS Head Girls Volleyball coach; indicating his resignation as VTHS Head Girls Volleyball coach, only; eff. 11/20/08.
- 5) Letter, **Scott Berge**, VTHS Physical Education/Health teacher and VTHS Spring Athletic Trainer; indicating his resignation as VTHS Spring Athletic Trainer, only; eff. 11/20/08.
- 6) Letter, **Karen Howard**, LHMS classroom teacher; requesting a FMLA medical leave of absence; eff. 12/1/08 – 1/5/09.
- 7) Letter, **H. Lois Cawthorn**, District Speech Language Specialist; indicating her resignation; eff. 60 days from resignation approval (1/8/09), or as soon as a replacement can be found.
- 8) Letter, **Carol Gibson**, GMMS classroom teacher; requesting a FMLA medical leave of absence; eff. 12/5/08 – 12/23/08.
- 9) Letter, **Paula Fetherman**, VTHS special education teacher; indicating her return to work following a FMLA medical leave of absence; eff. 12/1/08.
- 10) Letter, **Rosanne Matthews**, RHPS classroom teacher; requesting a FMLA medical leave of absence; eff. 11/17/08 for approximately 6 weeks.
- 11) Letter, **Jean Shears**, RHPS part-time aide; requesting a medical leave of absence; eff. 11/14/08 – 1/5/09.

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INFORMATION (Mr. Macerino)

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1) We are pleased to announce the **Lounsberry Hollow Middle School students** as the district artists of the month for November. Their artwork is being displayed at the board office and at LHMS during the month of November.

2) The schedule for the **2008 – 2009 parent/teacher conferences** is listed below:

WRPS

November 17	5:00 – 8:00 p.m.
November 18	2:15 – 5:00 p.m.
November 19	5:00 – 8:00 p.m.
November 20	2:15 – 5:00 p.m.
November 21	2:15 – 3:30 p.m.

LHMS

November 17	4:30 - 8:30 p.m.
November 18	1:15 – 3:00 p.m.
November 19	4:30 – 8:30 p.m.
November 20	1:15 – 3:00 p.m.
November 21	1:15 – 2:50 p.m.

CMPS

November 17	2:15 – 5:00 p.m.
November 18	5:00 – 8:00 p.m.
November 19	2:15 – 5:00 p.m.
November 20	5:00 – 8:00 p.m.
November 21	2:15 – 3:30 p.m.

GMMS

November 17	4:30 - 8:30 p.m.
November 18	1:15 – 3:00 p.m.
November 19	4:30 – 8:30 p.m.
November 20	1:15 – 3:00 p.m.
November 21	1:15 – 2:50 p.m.

RHPS

November 17	2:15 – 5:00 p.m.
November 18	5:00 – 8:00 p.m.
November 19	2:15 – 5:00 p.m.
November 20	5:00 – 8:00 p.m.
November 21	2:15 – 3:30 p.m.

VTHS

November 18	5:30 – 8:30 p.m.
November 20	5:30 – 8:30 p.m.

3) At our **October 9, 2008 work session**, the board approved **personnel and travel recommendations** that were immediately necessary. The appointments which were approved are on our **Attachment A**.

4) Students at **WRPS, CMPS and RHPS** have been invited to participate in a reading incentive entitled “**Mind Traveler’s**”, which is offered by the Board of Education. During the period from November 3rd through December 5th, students will be given the opportunity to read five books. The books can be obtained from the school library. When students have read all five books, they will return a completed form to the librarian. Each student who completes the form will be eligible for a book drawing that will be held at the end of December. The students will be honored at the **January 15, 2009** public meeting.

5) The following **VTHS students** have been selected to the **2008 All Sussex County Choir**: **Sarah Gay, Alexa Ross, Amber Blakovich, Brandon Ilaw, David Grice, Matt Russell, David Rolando, Joe Patti, Kelly Potvin, Cassie McCartney, Meghan Arahill, Sophia Contreni, and Natalia Kafel**. Students selected for the **2008 All Sussex County Honors Band** are: **Kristen Leidig, Sarah Gay, Allison Bicskei, Brandon Ilaw, Pedro Moldanado, Kyle Lepera, David Boehm, Eric Tarczynski, and Michelle Storms**. These students will perform on Friday, **November 21st at 8:00 p.m.** Vernon Township High School will be hosting the concert.

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- 6) The **Center for Prevention and Counseling** once again sponsored the “**What’s Your Anti-Drug?”** contest. There were 873 entries with only 55 selected as winners. The following Vernon Township students were among those selected as winners: **Taylor Shawgo** – WRPS, **Mateusz Orkusz** – CMPS, **Shane Walsh**, **Spencer Dittfield**, **Janis Beltran**, **Brianna Annunziata**, **Cassie Roeloffs** – LHMS; and **Daniel Thomsen** – GMMS. The winning entries were featured in the October 27th “anti-drug” supplement of the New Jersey Herald.
- 7) **Richard Zweier**, VTHS Academic Chairperson for Performing/Fine Arts, will be presenting a workshop entitled, “**Putting It Together: Brain-Friendly Lesson Design**”, at the Learning Brain Expo in Orlando from July 24-27.
- 8) **Lisa Hirkaler**, VTHS art teacher, presented a workshop “**Cultural Understanding through Materials**” at the NJEA Convention. She also recently gave this presentation at the Art Educators of New Jersey Conference in October.
- 9) The following parents/guardians have volunteered their services at Cedar Mountain Primary School for the 2008/2009 school year:

Annette O’Flynn	Julie Cilley	Eileen Burke	Teri Block
Isabella Godin-Blier	Sharon Alheidt	Janice Coulther	Janice Wallace
Pati Waschek	Monica Steinreich	Michele McQuillan	Tara Brennan
Geraldine Rogers	Bobbi Jo McLachlan	Deborah Struble	Omayra Kneer
Sherri Strube	Chnthia VanLuvender	Maureen Parisi	Cynthia McKinnon
Susan Ames	Dawn Sommese	Eric Pappan	Dawn Pappan
Melanie Ruel	Tina Leshnowor	Lisa Healy	Lynn Card
Lori Giegold	Cheryl Reed	Kristen Shade	Vicki Tullock
Denise Hertlein	Darlene Weber	Emily Stoecker	Jodi Pereira
Thomas VanLeuven	Karen Demarest	Sima Brich	Angela Sauer
Maria LiCausi	Tammy Lavorini	Denise Levy	Khris Ramella
Maria Mattaccione	Rosetta Patterson	Jane DiCarlo	Beth Dreher
Jacqueline Cartagena	Amy Brennan	Colleen McCurry	Joanne Esposito
Kelly Bersuch	Analia Oyola	Rina Lecaros	Christine Logue
Carol Ann Samman	Linnea MacMillan	Donna Doyle	Regina Hilling
Kim Iarkowski	Donna Schlosser	Nancy Rapisardi	Kareen Colon
Jennifer Loughrey	Mike Ruel	Angela Sebastiani	Christine Klein
Lisa Stone	Stacie Scott	Doreen Kianpoor	Katrine Lally
Stephanie Rossi	Beverly Budz	Rachel Laffend	Lisa Baum
Vicki Driemel	Allison Fattorusso	Marianne Gillooley	Michele Clark
Tammy Lavorini	Margery Schiesswohl	Gail Maass	Jennifer Polizos
Sheryl Spreen	Lonie Joyce	Darlene Alesso	Joanna McCarter
Chris Gaule	Lora DelBagno	Meredith Galluzzo	Judith Lalley
Brenda Wyer	Ellen Kolonoski	Jody Kinaham	Mary Jo Mesias
Wioletta Orkusz Finke	Isabelle Godin		

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- 10) 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
Tory Pierson	10 hours	RHPS	Mrs. Mayer	Observation	Sussex County Community College
Natalie Smith	1 day	WRPS	Mrs. Nelson	Observation	Marist College
Jennifer Bubenik	12 weeks	RHPS	Mrs. Berrigan	Student Teaching	Western Governor's University
Kimberly Chiapperino	40 hours	CMPS	Mr. Gagliostro	Observation	Caldwell College
Amanda Pierce	5 months	WRPS	Mrs. Barone	Student Teaching	William Paterson University
Leighann Hagemann	30 hours	CMPS	Various Teachers	Observation	Bloomsburg University
Kelly Kuzicki	1 week	LHMS	Mrs. Trombetta	Field Experience	Marywood University
Christina Mulligan	60 hours	RHPS	Various Teachers	Observation/Participation	Bloomsburg University
Benjamin Smaldina	5 days	VTHS	English Dept.	Observation	Ramapo College
Emily Bader	4 months	WRPS	Mr. Gorgrant	Practicum	William Paterson University
Tina Longo	4 months	WRPS	Mrs. Broderick	Student Practicum	William Paterson University
Anton Westermajer	4 months	RHPS	Mrs. Smitko	Student Practicum	William Paterson University

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INFORMATION (Mr. Macerino)

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Testing

Director of Special Projects – The Quality Assurance Annual Report (QAAR) for the 2008 – 2009 was submitted and approved by the board. The report is being sent to the county superintendent for review and approval.

The No Child Left Behind application has been submitted and awaits final approval from the New Jersey Department of Education. An addition to this application is the 2007 – 2008 Title 1, Part-A Performance Report which will be completed and submitted by the November 21, 2008 deadline.

The Foreign Language Assistance Program (FLAP) Annual Performance Report will be submitted this month detailing the district's Mandarin Program during the 2007 – 2008 school year. The grant is in its third year.

During the months of November and December student information will be checked and submitted in order to complete the Pre-ID Labels Online Ordering Process in preparation for the spring 2009 NJ ASK for grades 3 – 8.

Curriculum

A district-wide committee convened on November 4th to discuss and review the assessment forms utilized for non-classroom certificated personnel.

The SCCC is close to completing its review of the VTHS Course of Studies as well as those courses that may qualify as concurrent courses. Thus far, at least 5 VTHS courses appear to favorably meet the stringent college criteria. Our goal is to accelerate the process in order to identify those courses prior to student sign ups beginning this January.

World Language and Language Arts Curriculum Committees have met twice thus far with another date scheduled in December. Both committees are aligning the CCCS with the curriculum and making revisions. Revisions in some grade levels have already been submitted for typing.

Professional Development School Based Committees have been formed. Since this is a development year, each building committee will be meeting with affected administrators to review building level goals.

Special Services

New referrals continue to be generated by parents and faculty regarding the possible classification of students. These referrals are assigned to respective case managers and appropriate identification meetings are held as needed.

The Vernon Township School District is offering a parent development series this year. This series is for parents with children who have autism and pervasive developmental disorders. The goal of this series is two-fold: the first is to provide parents with increased technical skills in the field of Applied Behavior

Analysis. The second goal of the series is to provide parents with a community based experience which will support Vernon Township School District's families.

The parent series began on Wednesday, October 15, 2008 at Walnut Ridge Primary School (7:00pm until 8:30pm). The topic for the evening was "*Increasing Communication.*" The second meeting entitled, "*Leisure Skill Development in the Home,*" was held on Thursday, November 13 at WRPS from 11:00am until 12:30pm. Mrs. Tara Armstrong, a Consulting Behavior Specialist from Applied Behavior Consultants, is the facilitator of this series.

The second Alternate Proficiency Assessment (APA) all day work session of the 2008-09 school year was held at Vernon Township High School on Wednesday, November 12, 2008.

Athletics & Physical Education

Although the SCIL Tennis Festival started in September at VTHS, it concluded to rave reviews in October. Those who had not seen our tennis courts absolutely loved the facility. On a similar note, VTHS hosted the First Annual SCIL Soccer Tournament on Wednesday and Thursday, October 29 and 30 with the Finals on Saturday November 1 with night contests at 6:00 and 8:00 throughout the tournament. Once again, all comments shared regarding the facility were positive.

Cross Country runner Louis Stengel was the first public school runner since 2001 to win the SCIL Cross Country Festival. In 2001, Vernon's own Chris Johnson won the event. For his accomplishments, Louis was selected as the Channel 10 Athlete of the Week.

Boys soccer and girls volleyball qualified for state tournament play. Girls soccer advanced to the second round of the SCIL Soccer Tournament and was defeated 3-0 by the eventual tournament champions, the Pope John Lions. Boys soccer lost to Pope John in the first round of the tournament on penalty kicks.

Before we know it, we'll be starting our winter athletic season as ice hockey, swimming and bowling start on Monday, November 17. All other sports will start the day after Thanksgiving.

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RECOMMENDATIONS (Mr. Macerino)

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- 1) It is recommended that the board approve the following **resignation(s)** as listed:

Pamela Ressler	WRPS part-time aide; eff. 11/5/08.
Edward Flannery	VTHS Head Girls Volleyball coach, only; eff. 11/20/08.
Scott Berge	VTHS Spring Athletic Trainer, only; eff. 11/20/08.
H. Lois Cawthorn	District Speech Language Specialist; eff. 60 days from date of resignation approval (1/8/09), or as soon as a replacement can be found).

- 2) It is recommended that the board approve the following faculty/staff **appointments/transfers** as listed:

*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 of 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:

Bonnie Latteri	Substitute, Group I (Renewal)
Marcia Huie	Substitute, Group I (Renewal)
Monica Menezes	Substitute, Group I (Renewal)
*Brandon Schwartz	Substitute, Group I
*Rebecca Atterbury	Substitute, Group I
*Danielle Kastner	Substitute, Group I
Carolyn Cacace	Substitute, Group I
Ashley Gemon	Substitute, Group II
Jessica Zschack	Substitute, Group II
*Sarah Dawes	Substitute Aide
*Renee Sturm	Substitute Aide
*Wioletta Finke	Substitute Aide
*Hilary Phillips	Substitute Aide
*Pasqualina Chirichiello	Substitute Custodian
Darlene Weber	Substitute Nurse
Loretta Falcone	Substitute Secretary (eff. 1/2/09)
Kara Puco	GMMS Gr. 7 Math Special Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.

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RECOMMENDATIONS (Mr. Macerino)

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Tara Holderith	LHMS Gr. 6 Math Regular Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Kristie Gardner	LHMS Gr. 6 Language Arts Special Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Scott Berge	VTHS Head Baseball coach; Step 4 - \$7,340; eff. 11/20/08. (Repl/Hardin)
Robin Moro	GMMS Gr. 7 Language Arts Special Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Joan Miller	GMMS Gr. 8 Math Special Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Tara Carrell	GMMS Gr. 8 Language Arts Special Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Patricia Guthrie	GMMS Gr. 7 Math Regular Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Janine Czifra	GMMS Gr. 7 Language Arts Regular Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Veronica Dignan	GMMS Gr. 8 Math Regular Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.
Kathi Belli	GMMS Gr. 8 Language Arts Regular Ed. NJASK Advisor - \$40/hr.; eff. 1/27/09 – 4/29/09; funded by grant money.

- 3) It is recommended that the board approve 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.

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

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

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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.

- 4) It is recommended that the board approve implementation of a **Random Drug Testing Program** for students in **grades 9-12** on or about March 1, 2009. The RDT program for students in grades 9-12 will be mandatory for students with parking permits, students participating in athletics and students participating in extra curricular activities. Parents may volunteer their children in grades 9-12 that are not included in the above categories.
- 5) It is recommended that the board approve implementation of a **Voluntary Random Drug Testing Program** for students in **grades 7-8** on or about March 1, 2009.
- 6) It is recommended that the board approve the following policies/regulations as listed (**Attachment D**):

Second Reading

Policy 2431

Athletic Competition (Revised)

Regulation 9130

Public Complaints and Grievances (Revised)

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RECOMMENDATIONS (Mr. Macerino)

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- 7) It is recommended that the board approve the following policies/regulations as listed (**Attachment D**):

First Reading

Policy 5512.01

Harassment, Intimidation and Bullying (Revised)

- 8) It is recommended that the board approve the following policies/regulations as listed (**Attachment D**):

Policy/Regulation 5530.1 Student Random Alcohol and Drug Testing (9-12) (New)

- 9) It is recommended that the board approve the following policies/regulations as listed (**Attachment D**):

Policy/Regulation 5530.2 Voluntary Student Random Alcohol and Drug Testing (Grades 7-8)
(New)

- 10) It is recommended that the board approve a FMLA medical leave of absence for **Mrs. Evelyn Hanf**, LHMS Guidance Counselor, effective 10/7/08 – 10/21/08, in keeping with her letter of request, physician's statement, board policy, VTEA agreement, and in accordance with the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Hanf 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.
- 11) It is recommended that the board approve an extension to the FMLA medical leave of absence for **Mrs. Kathleen Peterson**, WRPS basic skills teacher; effective through 1/4/09, in keeping with her letter of request, physician's statement, board policy, VTEA agreement, and in accordance with the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Peterson must inform the superintendent's office in writing by December 15, 2008 of her intention to return to employment or request an extension of this leave.
- 12) It is recommended that the board approve a FMLA medical leave of absence for **Mrs. Kathleen Palinski**, GMMS Librarian, effective 10/24/08 for an undetermined amount of time, in keeping with her letter of request, physician's statement, board policy, VTEA agreement, and in accordance with the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Palinski 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.

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RECOMMENDATIONS (Mr. Macerino)

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- 13) It is recommended that **Mrs. Susan Supino** be paid \$125 per day to provide substitute coverage 2 ½ days per week during Mrs. Roy-Fink's extended absence. Mrs. Supino will complete the responsibilities of a school social worker at Walnut Ridge Primary School.

- 14) It is recommended that the 2009 – 2010 increment be withheld for **Mr. Daniel Storms**, GMMS Physical Education/Health Teacher.
- 15) It is recommended that the board approve to decline participation in the **2009/2010 Preschool Expansion P-3 State initiative**. Furthermore, it is the district's intention to implement the mandated Five-Year Plan effective September 2010 and concluding July 2016. The option to delay for a year was afforded districts by the State Department of Education.
- 16) It is recommended that the board approve a FMLA medical leave of absence for **Mrs. Karen Howard**, LHMS classroom teacher, effective 12/1/08 -1/5/09, in keeping with her letter of request, physician's statement, board policy, VTEA agreement, and in accordance with the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Howard 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.
- 17) It is recommended that the board approve a FMLA medical leave of absence for **Mrs. Carol Gibson**, GMMS classroom teacher; effective 12/5/08 – 12/23/08, in keeping with her letter of request, physician's statement, board policy, VTEA agreement, and in accordance with the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Gibson 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.
- 18) It is recommended that the board approve a FMLA medical leave of absence for **Mrs. Rosanne Matthews**, RHPS classroom teacher; effective 11/17/08 for approximately 6 weeks, in keeping with her letter of request, physician's statement, board policy, VTEA agreement, and in accordance with the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family Leave Act. It is stipulated that Mrs. Matthews 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.
- 19) It is recommended that the board approve the following resolution pertaining to **abolishing positions** which is in line with Policy 3112:

WHEREAS there currently exists in the Vernon Township Public School District the following position(s):

1 Director of Guidance

WHEREAS the Board of Education has discussed this proposal and believe it to be in the best interest of the district for financial reasons; and

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RECOMMENDATIONS (Mr. Macerino)

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THEREFORE BE IT RESOLVED this 20th day of November, 2008 that the aforementioned positions are hereby abolished effective January 5, 2009.

- 20) It is recommended that the board approve the following resolution pertaining to the **creating of new positions**, which is in line with Policy 3111:

WHEREAS, the Board of Education recognizes its authority to create and fill teaching staff member positions to implement a thorough and efficient system of free public schools; and

WHEREAS, the board shall create new positions as they are required, approve job titles, and specify the number of positions required to staff adequately each employment category; and

WHEREAS, the Superintendent has recommended to the board such new positions or additions to existing employment categories as may be required by the specific instructional needs of pupils of the district and each school within the district; and

WHEREAS, positions shall, to the maximum extent possible, conform to certification regulations of the State Board of Education. When district organization requires the creation of a nonconforming, unrecognized position, the approval of the county Superintendent shall be sought before the position is filled; and

THEREFORE BE IT RESOLVED, this 20th day of November, 2008 that the following positions be created effective January 5, 2009:

- 1 High School Guidance Coordinator
- 1 High School Year Long Advanced Placement Coordinator
- 1 High School Year Long Scholarship Coordinator

- 21) It is recommended that the Board appoint **Steven A. Kepnes** as **Vernon Township Public School's Public Agency Compliance Officer**, in accordance with N.J.A.C. 17:27-3.2.
- 22) It is recommended that the board accept the funding for the **IDEIA Consolidated Grant** in the amount of \$927,605 Basic funding and \$30,281 Preschool funding for the 2008/2009 school year.
- 23) It is recommended that the board approve a medical leave of absence for **Mrs. Jean Shears**, RHPS part-time aide; effective 11/14/08 – 1/5/09, in keeping with her letter of request, physician's statement, board policy, and VTEA agreement. It is stipulated that Mrs. Shears 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.

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RECOMMENDATIONS (Mr. Macerino)

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- 24) It is recommended that the Board approve the following resolution:

WHEREAS, the school Ethics Act, N.J.S.A. 18A:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school Board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, a quorum of the Vernon Township Board of Education has conflicts of interest on a matter requiring full Board of Education involvement and eventual Board of Education action, making it necessary to invoke the Doctrine of Necessity; and

WHEREAS, it is necessary for a Board to invoke the Doctrine of Necessity, the Board now states publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the following Board members have immediate family members that are employed by the Board: Douglas Castellana, Edward DeYoung, Michael Kirchmer, John McGowan, Joseph Sweeney and Howard Whidden; and

WHEREAS, the Board must commence the search process for a new Superintendent of Schools, including screening of applications, interviewing candidates, voting to appoint the finalist candidate, and negotiating a contract with the successful candidate, all within the next several months; and

NOW THEREFORE BE IT RESOLVED that the Vernon Township Board of Education has had this resolution read at the regularly scheduled public meeting of Thursday, November 20, 2008 and shall post the Resolution where it posts public notices for 30 days and provide the School Ethics Commission with a copy; and

THEREFORE BE IT FURTHER RESOLVED that the full Board will commence the above listed search process after the Doctrine is posted for thirty days and the process will continue until it is concluded with the appointment of a new Superintendent of Schools including negotiating an employment contract for the new Superintendent of Schools and obtaining approval of said contract from the State Department of Education.

REPORT OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

INFORMATIONAL: Mr. Kepnes

1. Use of Buildings and Grounds

NO.	REQUESTING ORGANIZATION	BUILDING OR GROUNDS	DATE
73	Girl Scouts of Northern New Jersey	VTHS - Cafeteria	10/10/2008
74	Vernon Little League	VTHS - Cafeteria & Library	11/14 - 11/15/08 & 11/21/08
75	VTHS - Ice Hockey	VTHS - Room 103	10/1/2008
76	Vernon Little League	VTHS - Gym	1/11/2009
77	Teen Pep	VTHS - Auditorium	2/3/2009
78	Vernon PAL - Wrestling	VTHS - Mat Room	10/17/08 & 10/24/08
79	SWEP - Political Rally	VTHS - Cafeteria	10/24/2008
80	Vernon Youth Football & Cheerleading	CMPS - Gym	11/3-11/5, 11/10- 11/14, 11/24- 11/25/08
81	Vernon Little League	VTHS - Room 103	10/16/2008
82	Washington DC Trip - Vernoy Paolini	LHMS - Library	11/11/2008
83	PEER Meeting	VTHS - Senior Cafeteria	11/11/2008
84	PEER Buddies Social	VTHS - Senior Cafeteria	11/12/2008
85	PEER Thanksgiving Baskets	VTHS - Senior Cafeteria	11/24/2008
86	Vernon Youth Football & Cheerleading	GMMS – Cafeteria	11/3/08 - 12/4/08
87	Pass It Along - Girl Power Program	GMMS – Classroom	10/21/08 - 5/19/09
88	Lajilo English School South Africa	VTHS – Auditorium	1/16/09 (snow date 1/15/09)
89	PEER - Fundraiser	VTHS – Gym	10/22/2008
90	Ramapo College of NJ - Graduate Classes	VTHS - Room 225	10/20/08 - 11/10/08
91	PEER - Holiday Bowl of Hope	VTHS – Cafeteria	12/6/2008 (snow date 12/13/08)
92	Teen Pep	VTHS – Auditorium	11/3/08 - 11/4/08
93	Ramapo College of NJ - Graduate Classes	VTHS - Computer Room	9/2008 - 5/2009
94	VTHS Jazz Express	VTHS - Band Room	Every Thursday starting 11/6/08
95	Vernon Youth Soccer Tryouts	VTHS – Gym	11/15/08 & 11/22/08
96	Vernon PAL	WRPS - All Purpose Room	11/10/08 - 12/18/08
97	VTHS Field Hockey Team	VTHS - Senior Cafeteria	12/18/2008

2. Pursuant to N.J.A.C. 6A:23-2.12 (C) 3, I certify that, as of October 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.

Board Secretary

Date

RECOMMENDATIONS: Mr. Kepnes

1. It is recommended the Board approve the list of checks for November 20, 2008 (#44185-#44421) in the amount of \$1,885,018.29.
 - a) Check Register #1 Abstain: Auberger, Castellana, DeYoung
 - b). Check Register #2 Abstain: Gilson, Whidden, Kirchmer

2. It is recommended the Board approve purchase orders for October 2008. Abstain: none

3. It is recommended the Board accept the Report of the Secretary for Current Operating Fund for the month of October 2008 and the Report of Treasurer of School Monies for October 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 report for the month of October 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.

4. It is recommended the Board approve the following October 2008 transfers as authorized according to N.J.A.C. 6A:23-211(d).

NO	FROM	TO	AMOUNT
1	11-190-100-610-06-001	11-401-100-800-06-000	\$ 35.00
2	11-000-240-800-04-000	11-190-100-610-04-005	\$ 81.53
3	11-000-261-420-06-071	11-000-262-490-06-075	\$ 3,275.17
4	11-000-240-800-04-000	11-000-240-600-04-000	\$ 516.70
5	11-190-100-610-06-001	11-401-100-800-06-000	\$ 3,000.00
6	11-401-100-800-05-000	11-402-100-800-05-000	\$ 1,000.00
7	11-000-222-600-05-031	11-000-222-600-05-030	\$ 37.18
8	11-000-240-800-04-000	11-190-100-610-04-003	\$ 82.90
9	11-000-213-300-08-000	11-000-213-290-08-000	\$ 500.00
10	11-000-291-270-08-000	11-000-270-514-08-000	\$ 54,751.51
11	11-000-291-270-08-000	10-000-100-560-08-000	\$ 895.00

5. It is recommended the Board approve Transportation as listed:

QUOTE	CONTRACTOR	PROGRAM/ SCHOOL	COST PER QUOTE	TOTAL COST	DESTINATION	DATE OF TRIP/ # of days	TYPE OF EXPENSE
Q-08-14	Havens Bus	VTHS	\$490.00	\$490.00	Guggenheim Museum	Field Trip 11/11/08	Student
Q-08-15	First Student Newton	GMMS	\$439.00	\$439.00	Jacobs Theatre, NYC	Field Trip 10/15/08	Student
Q-08-16	Decker Trans.	WRPS	\$147.00 p.d.		Newton Shelter		Board
Q-08-17	First Student Laf.	VTHS	\$525.00	\$525.00	NYC -MOMA	Field Trip 12/15/2008	Student

RECOMMENDATIONS: Mr. Kepnes

I. Jointure

Jointure with the West Morris Regional High School District and the High Point Board of Education to transport special education students on a Vernon Township route.

<u>Route</u>	<u>Vernon Cost</u>	<u>West Morris</u>	<u>High Point</u>	<u>Destination</u>
568	\$8,220.00	\$8,220.00	\$8,220.00	Willow Glen

Total Route Cost: \$24,660.00

II. Addendum

Addendum for a change in vehicle type from a 7 passenger van to a 16 passenger mini bus as follows:

Berkshire Transportation
 BKS8/Route 594
 146 days
 2008/2009 School Year

<u>2008/2009 Cost</u>	<u>Addendum Cost</u>	<u>2008/2009 Adjusted Cost</u>
\$291.23 p.d.	\$60.00 p.d.	\$351.23 p.d.

Total Cost \$63,221.40

Addendum to add an additional aide to a special education bus route as follows:

McGlew Transportation
 Route 590-2
 146 days

<u>2008/2009 Cost</u>	<u>Addendum Cost</u>	<u>2008/2009 Adjusted Cost</u>
\$365.00 p.d.	\$77.00 p.d.	\$442.00 p.d.

Total Cost \$79,560.00

6. It is recommended the Board approve the attached Shelter Agreement to permit the use of our school as Red Cross Emergency Shelters. This agreement would cover all the schools. **ATTACHMENT E**
7. It is recommended the Board approve the Project Adventure Challenge Course Technical Services Contract in the amount of \$8,437.75. **ATTACHMENT F**
8. It is recommended the Board approve the License and Hold Harmless Agreement with Skylands Ownership Group, LLC and the Vernon High School Hockey. **ATTACHMENT G**
9. It is recommended the Board approve the Facilities Referendum payment for October. **ATTACHMENT H**

RECOMMENDATIONS: Mr. Kepnes

10. It is recommended the Board approve the list of field trip destinations:

Allendale	Fairlawn	Kingston, NY	Newburgh, NY	Somerville
Andover	Flemington	Kinnelon	Newton	Sparta
Augusta	Fort Lee	Kittatinny	Niagara Falls, NY	Stanhope
Belvidere	Frankford Township	Lafayette	North Warren	Sterling, NY
Blairstown	Franklin	LaGuardia	Norwalk, CT	Stillwater
Boonton	Franklin Lakes	International	Oakland	Stroudsburg, PA
Branchville	Franklin, NJ	Lenape	Ogdensburg	Suffern, NY
Bridgewater	Garfield	Lincroft, NJ	Old Bridge	Sugar Loaf, NY
Budd Lake	Glen Ridge	Little Falls	Old Tappan	Summit
Burlington, VT	Glen Rock	Livingston	Oradell	Sussex
Butler	Goshen, NY	Lodi	Oranges	Tenafly
Byram	Green	Lyndhurst	Paramus	Toms River
Caldwell	Hackensack	Madison	Parsippany	Trenton
Chatham	Hackettstown	Manalapan Twp., NJ	Pascack	Union Area
Cherry Hill	Hamburg	Maplewood	Hills/Valley	Vernon
Chester, NJ	Hampton	Martinsville	Passaic	Verona
Clifton	Hanover	Middletown, NY	Patterson	Voorhees
Columbia, NJ	Hardyston	Milford, Pa	Philadelphia, PA	Wall, NJ
Cranford	Hasbrock Heights	Millburn	Phillipsburg	Wanaque
Demarest	Hawthorne	Minisink Valley, NY	Pine Bush, NY	Warwick
Denville	Hershey, PA	Monroe, NY	Pompton Lakes	Warwick, NY
Digman-Del Valley	High Point	Montclair	Port Jervis, NY	Washington, NJ
Dingmans, PA	Holmdel Park	Monticello, NJ	Princeton	Washingtonville, NY
Dover	Hopatcong	Montvale	Ramapo	Wayne
Dumont	Howes Cavern, NY	Montville	Ramsey	West Milford
East Hanover	Hugenaut, NY	Morris Knolls	Randolph	West Nyack, NY
East Rutherford	Hyde Park, NY	Morristown	Raritan	West Orange
East Stroudsburg	Jackson	Mount Olive	Ridgefield, CT	West Point, NY
Edison	Jefferson	Mountain Lakes	Ridgewood	West Windsor
Elizabeth	Jersey City, NJ	Mountain Top, PA	Rockaway	Westfield
Ellis Island	JFK International	Netcong, NJ	Roxbury	Westwood
Englewood	Airport	New Brunswick	Rutherford	Whippany
Fairfield	Kearny	New York City	Scotch Plains	Woodbury, NY
	King of Prussia, PA	Newark	Secaucus	