

March 30, 2009
Delaware, NJ 07833

The meeting of the Knowlton Township Board of Education was called to order at 7:02 p.m. in the School Library.

Notice of Meeting

The New Jersey Public Meetings Law was enacted to insure the right of the public to have advance notice of, and to attend the meetings of, public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Knowlton Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted with The Star Gazette and The Express-Times and distributed to the Knowlton Township Elementary School, the Delaware and Columbia Post Offices and the Knowlton Township Municipal Building.

Call to Order

Flag Salute

Roll Call

Present: Mr. Matt Moore (President), Mrs. Laurie Burns, Mr. Bill Maxwell, Mr. Gregory Murray, Mrs. Melissa Norwicke (arrived 7:05 p.m.), Mrs. Bethany Summers and Mrs. Dawn Sullivan

Absent: Mr. Kevin Haycock and Mr. Alex Rinaldi

Other: Mrs. Sharon Mooney (Superintendent), Mrs. Rachelle Tjalma (SBA), Jeannine DeFalco (Assistant Principal), Teachers – Jeannette Cornish and Pat Zito, Parents

Presentations

- ***6th Grade All-Star Band*** – Miss Lenna Harris presented 6th Grade All-Star Band members Justin Chudley, John Walters, Ian Stone, Jake McGrath and Anthony Gioino and each of them played a solo for the board. In addition other music students, Katie Mortiz, Lindsey Caulfield, Kelsey Conlon, and Gianna Lorusso did a demonstration playing the boom whackers.
- ***North Warren 2009-10 Budget*** – Brian Fogelson, NWR Superintendent, presented the North Warren Regional 2009-10 school budget and answered questions along with NWR Board President, Bruce Hanelt, Board Member Cathy Fox and Business Administrator, Christina Sharkey.
- ***Knowlton 2009-10 Budget*** – Sharon Mooney presented the Knowlton Township 2009-10 school budget and answered questions. Parent, Tammy Smith, thanked Mrs. Mooney for only increasing the proposed budget by 1.75% during these economic times when we could have gone to 6.5 cents and still adding programs etc. Mr. Moore commented that he was happy that the budget process went so well without a sitting Finance Committee and noted that the presentation gets better every year and is easier to

understand. He then thanked Mrs. Mooney and Mrs. Tjalma for their work on the budget.

Public Participation - None

Correspondence – Mrs. Tjalma read a retirement letter from Mary Halvorsen

Superintendent's Report – Mrs. Mooney reported on the following:

1. Budget Awareness Activities
 - Budget Newsletter sent to every family
 - Posted on school website
 - Excerpts put in Community Bridge
 - Senior Luncheon – any board members planning to attend?
 - KTEA sending out letters to all other teachers residing in Knowlton
2. Professional Development – we are planning another ½ day In-service for our staff on May 20th. School will dismiss at 1:15 for another free workshop being offered by the Rutgers Safe and Drug-Free Schools and Communities Project on “Addressing Harassment, Intimidation and Bullying: From Policy to Practice. The workshop is designed to:
 - Help staff understand what is required in the district’s policy
 - Help staff define what bullying is and is not
 - Understand their role and responsibility in implementing the policy
 - Review strategies to create a positive school environment
3. 6th Grade Workshop on Internet Safety and Cell Phone Use – in coordination with Trooper Drew
4. Cluster Council – Re-scheduled for Monday, May 4th at 6:30 PM at Frelinghuysen. Anyone else interested in attending?
5. NJSBAIG (NJ School Boards Assoc. Ins. Group) – recognized current climate of tightening school budgets makes it more difficult to spend money on safety. A Safety Grant Program is being offered to help members make safety, security and educational related purchases. As a member, our district is eligible for a \$1000 grant. We are applying for the grant to repair the sidewalks in the front of the school.
6. Tricky Tray – to help with ticket sales, K.K. is selling tickets at as many public events as possible.

Committee Reports – Mr. Moore noted that the next Negotiations meeting with the KTEA is scheduled for April 8th and that a full Technology Committee report will be given at the April meeting.

MOTIONS

1. By-Law Minutes Policy

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to approve the revisions to Policy #9326 By-Law Minutes at second reading.

Motion carried unanimously.

2. *Special Education Policy*

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to approve the revisions to Policy #6171.4 Special Education at second reading.

Motion carried unanimously.

3. *Retirement*

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to accept a retirement request from Mary Halvorsen effective July 1, 2009 with regret.

Motion carried unanimously.

4. *Approve Substitutes for 2008-09*

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to approve the following substitutes for the 2008-09 school year, as recommended by the Superintendent: Kerri Womack, pending required paperwork.

On roll call, motion carried unanimously.

5. *Final Budget – 2009-10*

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell

BE IT RESOLVED to approve a FY2010 school district budget for submission to the voters as follows:

<u>Fund</u>	<u>Budget</u>
General Fund	\$ 4,235,911
Special Revenues	\$ 91,675
Debt Service	\$ 197,984
TOTAL	\$ 4,525,570

WHEREAS the maximum expenditures for travel including workshop registration fees in FY2009 were \$18,400 and WHEREAS \$8,182 has been spent to date, BE IT FURTHER RESOLVED that the maximum expenditures for travel including workshop registration fees in FY2010 is \$19,350.

BE IT FURTHER RESOLVED that the FY2010 maximum expenditure for public relations is \$500, for legal services is \$17,500 and for audit services is \$12,800.

BE IT FURTHER RESOLVED to acknowledge that the FY2010 budget as described results in a general fund tax levy of \$2,581,846.

On roll call, motion carried unanimously.

6. *Award ACES contract*

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to award a contract to South Jersey Energy Company for electric services through Alliance for Competitive Energy Services (ACES) from April 1, 2009 to March 31, 2011.

Motion carried unanimously.

7. *Approve Lease Buyout*

A motion was made by Mrs. Sullivan seconded by Mrs. Summers to approve the buyout of the Avaya Financial Services phone/technology lease with a current expiration of February 2010 for reduced buyout price of \$50,000.00.

Discussion – Mr. Moore explained that the original buyout amount from Avaya was \$97,000. He was able to make some phone calls with his connections at the company and had the numbers reworked to \$71,500 and was then able to negotiate a buyout at book value of \$50,000. He noted that this is a happy ending to a horror story for two reasons: 1) the school saves \$21,000 plus and 2) the money can be used next year for real technology costs.

Motion carried unanimously.

8. *Approve NJSBAIG Grant Application*

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to approve the submission of grant application for the 2009 Safety Grant Program through the New Jersey School Boards Association Insurance Group's Eric West Subfund for the purposes described in the application, in the amount of \$1000.00 for the period July 1, 2009 through July 30, 2010.

Motion carried unanimously.

9. *Approve Field Trip Destinations and Field Trip Contracts*

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to approve the following field trip destinations and contracts: field trip contract Q-FT13 – Stocker for one Kindergarten trip to the Space Farms totaling \$275.00; field trip contract Q-FT14 – First Student for one Gr. 5 trip to Wildlands Conservancy, Emmaus, PA totaling \$289.00 and field trip contract Q-FT15 – B&K Dalrymple for one Gr. 4,5,6 trip to Coca Cola Park, Allentown, PA totaling \$247.00.

Motion carried unanimously.

10. *Approve Inventory Disposals*

A motion was made by Mrs. Sullivan seconded by Mrs. Norwicke to approve the following inventory disposals for April 2009:

Computers/Monitors

00482 00282 00241 00240 00244 00246

00247 00297 00296

Motion carried unanimously.

11. Approve Travel Expenditures

A motion was made by Mrs. Sullivan seconded by Mrs. Norwicke to approve the attached travel expenditures for the 2008-09 school year as required by N.J.S.A.18A:11-12.

Motion carried unanimously.

12. Approve Budget Line-Item Transfers

A motion was made by Mrs. Sullivan seconded by Mr. Murray to approve the attached 2008-09 budget line-item transfers from February 24, 2009 to March 30, 2009 totaling \$5,050.00 for Fund 10 and \$24,100.00 for Fund 20.

Motion carried unanimously.

13. Approve Bills

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to approve the bills for payment as follows: Monthly bill list \$463,151.83 and Cafeteria bill list \$7,613.12.

Motion carried unanimously.

Monthly Certification

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that no budgetary line item account has been overexpended in violation of N.J.A.C. 6A:23-2.11(a) as of February 28, 2009 (Policy 6820).

Board Secretary

Date

14. Accept Report of the Secretary and Report of the Treasurer

A motion was made by Mrs. Sullivan seconded by Mrs. Norwicke to accept the monthly A-148 Secretary's Reports for the month ended February 28, 2009 and the A-149 Treasurer of School Monies Report for the month ended February 28, 2009 in compliance with the N.J.A.C. 6A:23-2.11(c)4. The Board of Education, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, certifies that no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11(b).

Motion carried unanimously.

15. Approve Minutes

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to approve the Regular Session Minutes of February 23, 2009.

Motion carried (6:0:1 abstention – Mr. Moore).

New Business

Executive Session

Be it hereby resolved by, Mr. Maxwell seconded Mrs. Sullivan at 9:07 p.m. pursuant to N.J.S.A. 10:4-12 and 10:4-13 that said public body hold an executive session regarding:

- KTEA Negotiations

It is expected that discussion undertaken in executive session will be made public at the time action is taken.

Motion carried unanimously.

The meeting was reopened to the public at 9:27 p.m.

Adjournment

A motion was made by Mrs. Sullivan seconded by Mr. Maxwell to adjourn the meeting at 9:28 p.m.

Motion carried unanimously.

Respectfully,

Rachelle Tjalma
Board Secretary