

May 2, 2011  
Delaware, NJ 07833

The meeting of the Knowlton Township Board of Education was called to order at 7:05 p.m. in the 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 Express-Times and The Star Ledger and distributed to the Knowlton Township Elementary School, the Delaware Post Office and the Knowlton Township Municipal Building.

### ***Flag Salute***

***Mr. Moore made a statement informing the board the April 27<sup>th</sup> election results have not been certified by the board of elections as of the start of the meeting. If for some reason, the certified results differ from the preliminary results, then the board will re-convene and make any necessary adjustments.***

### ***Preliminary Results of the April 27, 2011 School Election***

Total Registered Voters	1,874
Ballots Cast	212
Voter Turn-out	11.00%

Three Year Term – Board of Education	
Matthew Moore	154
Bethany Summers	150
Randall Dolinsky	142

One Year Unexpired Term – Board of Education	
Paul Froisland (Write-in)	2

General Fund Tax Levy - \$2,633,483	
YES	144
NO	66

### ***Administer Oath of Office to Elected/Re-elected Members***

Mrs. DeFalco administered the oath of office to Mr. Moore, Mrs. Summers, and Mr. Dolinsky

## ***Roll Call***

Present: Mr. Matt Moore (President), Mr. Kevin Haycock, Mr. Bill Maxwell, Mrs. Bethany Summers, Mrs. Daniella Ferguson, Mrs. Dawn Sullivan, Mr. Randy Dolinsky, and Mrs. Tammy Smith (7:24pm)

Absent:

Other: Mrs. Sharon Mooney (Superintendent), Mrs. Jeannine DeFalco (Vice Principal), Mrs. Kwasnik, Mrs. Reber, Mrs. Bickhardt, Mrs. Hendershot, Mrs. Hill-Rosato, Mrs. Miller, Mrs. Cornish

Mrs. DeFalco opened the floor for an appointment to the open board seat.

A nomination was made by Bethany Summers and seconded by Dawn Sullivan for the appointment of Paul Froisland for the 1 year unexpired term board seat.

Motion carried unanimously.

Mr. Froisland was appointed to the 1 year unexpired term seat 7:0

Mrs. DeFalco administered the oath of office to Mr. Froisland.

## ***Nomination and Election of Board President***

The nomination of Matthew Moore as President of the Knowlton Township Board of Education was made by Mrs. Bethany Summers seconded by Mr. Kevin Haycock.

A motion was made by Mrs. Bethany Summers seconded by Mr. Kevin Haycock to close the nominations for President.

Motion carried unanimously.

Mr. Moore was elected President 7:0

## ***President Presides***

## ***Nomination and Election of Vice President***

The nomination of Kevin Haycock as Vice President of the Knowlton Township Board of Education was made by Mrs. Bethany Summers seconded by Mr. Matt Moore.

A motion was made by Mrs. Bethany Summers seconded by Mr. Matt Moore to close the nominations for Vice President.

Motion carried unanimously.

Mr. Haycock was elected Vice President 7:0

## ***Appointment of Committees and Delegates by the President***

Finance, Education, Personnel, Negotiations, Warren County and New Jersey School Boards

Mr. Moore summarized the committees to the new board members. He identified the committee chairs and when the meetings are held. He asked the members to consider what committee they are interested in. The committee and delegate appointment was tabled until the May 23<sup>rd</sup> board meeting.

## ***AGENDA - REORGANIZATION***

### ***Consent Motion Approval***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the use of a consent motion for the reorganization.

Discussion: Mr. Moore explained the consent motion to the members.

Motion carried unanimously.

### ***Reorganization Consent Motion***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the following agenda items numbered 1 through 15 for the 2011-12 school year.

On roll call, motion carried 8:0

#### ***1. Adoption of Policy***

to adopt all previous policies, by-laws and regulations for the operation of the Board and the school.

#### ***2. Approve Permitted Records***

to approve certified school personnel to collect and maintain mandated pupil records to include personal data, daily attendance, pupil evaluations, physical health, records regarding the education of educationally handicapped pupils, and all other records required by the State Board of Education (NJAC 6:3-6:3).

#### ***3. Adoption of Curriculum***

to adopt the following curriculum for the 2011-12 school year: Mathematics, Language Arts Literacy, Social Studies, Science, Spelling, Penmanship, Music, Art, Library Skills, Physical Education, Health Education, Computer Literacy, World Language, Resource Center, Learning/Language Disabled, Pre-School Disabled, Basic Skills, Counseling, Gifted and Talented Education.

#### **4. *Adoption of Textbooks***

to authorize purchase of textbooks by the administration and to adopt the following textbook series for 2011-12:

Reading	K-4	Harcourt
Reading	5-6	Approved Core Novels
Mathematics	K	Math Trailblazers
	1-6	Houghton Mifflin
Language Arts	K-4	Harcourt/Write Source
	5-6	Write Source
	K-6	6 + 1 Writing Traits
Spelling	K-4	Harcourt
Spelling	5-6	Modern Curriculum Press Spelling Workout
Science	K-6	Macmillan/McGraw Hill
Social Studies	1	Harcourt Horizons
	2	Scott Foresman
	3-6	MacMillan/McGraw Hill Social Studies
Spanish	2-5	Viva el Espanol National Textbook
	6	Hola National Textbook

#### **5. *Designate Newspapers***

to designate *Express-Times* as the official newspaper for notices pertaining to Board meetings and for legal advertising, and the *Star Ledger* and *Warren Reporter* as alternates.

#### **6. *Depositories***

to authorize the board secretary to invest the funds of the Board in any or all of the following banking institutions: First Hope Bank, PNC Bank, Newton Trust Company.

#### **7. *Signatures***

to authorize the following signatures on specific accounts of the Board with the Vice-President as alternate on any account:

Current Expense	3	President, Board Secretary and Treasurer
Payroll/Agency	2	Board Secretary and Treasurer
Lunch Program	2	Board Secretary and Superintendent
Student Activity	2	Board Secretary and Superintendent
Petty Cash	2	Board Secretary and Superintendent

#### **8. *Mileage Reimbursement***

to approve the mileage reimbursement at a rate equal to the current OMB circular rate for all contracts.

#### **9. *Annual Notice of Meetings***

to adopt the following notice:

The Knowlton Township Board of Education, in the County of Warren, New Jersey, will hold monthly and special meetings at the Knowlton Township Elementary School, 80 Route 46, Delaware, NJ at 7:00 p.m. To the extent known, meetings are scheduled for the fourth Monday of the month, except in the case of a holiday or as stated. Work sessions are scheduled for the second Monday of the month where action may be taken. Any changes will be properly submitted as public notice according to N.J.S.A. 110:4-8 (d) and 10:4-19, pursuant to the Open Public Meeting Act, N.J.S.A. 10:43-6 et seq. as revised April 1980. This Notice will be posted in the following places throughout the year: Knowlton Township Elementary School, Knowlton Township Municipal Building, U.S. Post office in Delaware, NJ and will be sent to The Star Ledger and the Express Times.

Board Workshop Meetings

May 9, 2011  
 June 13, 2011  
 No workshop  
 No workshop  
 September 12, 2011  
 October 17, 2011  
 November 14, 2011  
 December 5, 2011  
 January 9, 2012  
 February 13, 2012  
 March 12, 2012  
 April 16, 2012

Monthly Meetings

May 23, 2011  
 June 27, 2011  
 July 25, 2011  
 August 22, 2011  
 September 26, 2011  
 October 24, 2011  
 November 28, 2011  
 December 19, 2011 (Third Monday)  
 January 23, 2012  
 February 27, 2012  
 March 26, 2012 (Public Bdgt.Hrg)  
 April 30, 2012 (Reorg.Mtg)

**10. *Appointments***

to appoint the following persons for the 2011-12 school year.

Superintendent – Sharon Mooney  
 Treasurer of School Monies - Randy Wilson  
 School Attorney – Schwartz, Simon, Edelstein, Celso & Kessler LLC  
 Insurance Agent for Property/Casualty - Brown and Brown  
 Insurance Broker for Health Insurance – RHM Benefits  
 Risk Management Consultant - Brown and Brown  
 Architect of Record – Design Resources Group  
 Business Administrator– Melody McBride  
 Board Secretary- Melody McBride  
 Acting Board Secretary for Emergency Purposes – Jeannine DeFalco  
 Affirmative Action Officer – Jeannine DeFalco  
 504 Committee Coordinator – Jeannine DeFalco  
 School Physician - Dr. Gary Arvary, MD  
 Auditor – Ardito and Co., LLP  
 AHERA Compliance Officer - RK Environmental  
 Licensed Drinking Water Operator – McGowan Well Water Compliance  
 Licensed Waste Water Operator – McGowan Well Water Compliance  
 Right To Know Coordinator – Melody McBride  
 Official Bargaining Unit - Knowlton Township Education Association  
 Americans with Disabilities Act (ADA) Coordinator – Sharon Mooney

Integrated Pest Management Coordinator – Melody McBride  
 Public Agency Compliance Officer (PACO) – Melody McBride  
 IAQ Designate – Hank Schmidt  
 Attendance Officer – Susan Acker

### **11. *Petty Cash***

to approve petty cash funds to be established for July 1, 2011 through June 30, 2012 as stipulated:

<u>Responsible Title</u>		<u>Amount</u>	<u>Maximum Expenditure</u>
Secretary to CSA	Checkbook	\$1,000.00	\$250.00
Secretary to CSA	Cash	\$ 100.00	\$ 75.00

### **12. *Reappoint NCLB Coordinator***

to reappoint Linda Crimmins as the No Child Left Behind Grant Coordinator for 2011-12.

### **13. *Implementation of the 2011-12 Budget***

to empower the Superintendent and the School Business Administrator to implement the voter approved 2011-12 budget totaling \$4,472,458.

### **14. *Requisition of Taxes for 2011-12***

to approve that the amount of district taxes needed to meet the obligations of the Board for the 2011-2012 school year is \$2,633,483 and the Township of Knowlton is hereby requested to place in the hands of the Treasurer of School Monies the amount as shown in the following schedule in accordance with the statutes relating thereto:

July 10, 2011	\$350,000
August 10, 2011	\$350,000
September 10, 2011	\$217,483
October 10, 2011	\$214,500
November 10, 2011	\$214,500
December 10, 2011	\$214,500
January 10, 2012	\$214,500
February 10, 2012	\$214,500
March 10, 2012	\$214,500
April 10, 2012	\$214,500
May 10, 2012	\$214,500

### **15. *Requisition of Debt Service for 2011-12***

to requisition debt service of \$125,721 for 2011-12 from the Township of Knowlton as follows:

August 10, 2011	\$115,000
February 10, 2012	\$ 10,721

## ***AGENDA – REGULAR MEETING***

### ***Mission Statement***

We are committed to provide a comprehensive education in a nurturing environment in which all students are motivated to achieve their maximum academic potential, and to develop as responsible citizens in an ever-changing world. (July 27, 2009)

### ***Public Participation - None***

### ***Correspondence***

Mrs. Mooney read a thank you letter from Mrs. Reber for the volunteer luncheon. Mr. Moore discussed the EPA meeting that was held on April 27<sup>th</sup> regarding the Portland power plant. He also discussed a letter he received from Gov. Christie. Copies will be provided to board members to review to determine if the board would like to sign off on the letter requesting our commitment to his policy changes.

### ***Superintendent's Report***

Mrs. DeFalco provided the following update:

- 5k and Fun Run were a huge success. Many participants, great community support and turn-out. The event raised:
  - a. \$2798 for the Student Activity Fund
  - b. \$1100 for Knowlton Athletic Association
- Grow Healthy Grant –
  - a. Presented an overview of our ideas for the grant
    - i. Increased planting to 4 seasons
    - ii. Indoor gardens
    - iii. Wellness/Activity Events
    - iv. Cooking demonstrations
  - b. 6 lessons will be given in each grade starting in October.
    - i. Two from Rutgers staff
    - ii. Two from teachers
    - iii. Two from community members
  - c. We will need to recruit Wellness Champions to help teach the lessons
  - d. We will need to recruit approximately 20 parents for a focus group which will be held on Wed., May 25<sup>th</sup>, 6:30 – 8:30. A letter and/or flyer will go out this week.
  - e. Soil testing needs to be conducted prior to any planting. This is a nominal fee. (\$20)
  - f. Kick-off Event is scheduled for Color Day on June 15<sup>th</sup> at 9:00 a.m. We will be presented with a “check” for the \$7,500. Will invite the mayor, township committee members and freeholders.
- Supreme Court Hearing – heard arguments on 4/20 regarding the School Funding Reform Act which was applied to all schools. The Christie administration did not fund the formula fully because of the economic crisis. The state argued for the formula a few

years ago and the court ruled that it should be fully funded. The schools in the Abbott districts have filed suit but the formula affects all schools.

### ***Vice Principal's Report***

Mrs. DeFalco informed the board K screening will be May 5-6 and we have 41 potential students.

### ***Committee Reports***

#### **Advisory Committee Minutes**

March 28, 2011

Present: Matt Moore (C), Kevin Haycock, Bethany Summers, Sharon Mooney, Melody McBride

- Mrs. Mooney noted she created a draft letter to the Ethics Commission on board member IEP attendance. The letter will be shared with the full board and discussed further in Executive session at the board meeting.
- Ms. McBride informed the committee we received our budget approval from the county office with commentary revisions to be made; total budget amount remains the same as the preliminary budget.
- Ms. McBride noted we will be asking for a resolution at the board meeting to do a window replacement project with DRG from the 10-11 budget. This was a recommendation that came out of the Facilities committee meeting. This will replace the existing windows in the 1966 wing to make them more energy efficient.
- Ms. McBride reported that we received a request from the township to meet with another vendor on a solar opportunity. The meeting is scheduled for April 11th with the Facilities Committee.

#### **Instructional Committee Minutes**

April 11, 2011

Present: Bethany Summers (C), Matt Moore, Daniella Ferguson, Bill Maxwell, Sharon Mooney

- Reading Specialist Fluency scores – Sharon presented the reading fluency scores for January. Students overall are showing progress (bearing in mind that the second test is more difficult than the one given in Oct). Struggling students are either already receiving services or are being watched closely.
- Curriculum- Math update
  - a. Math is next on the list to be addressed and aligned with the new Core Curriculum Standards. K-2 is being evaluated now for approval in May with the plan to have it implemented by the coming fall school year. Grades 3-6 will be addressed in the fall.
  - b. Consider changing to a different program- currently our students are performing well at the middle school and high school level in math. We use a traditional math program different from Blairstown and Frelinghuysen
- Report Card Update- 3<sup>rd</sup> marking period just ended. First and second grade are using the new detailed report cards with specific skills listed. An information sheet to help parents interpret the new report cards was sent home as well.

- Educational Advisory Group- Homework
  - a. Agreed that amount is appropriate overall
  - b. Consider offering study workshops for parents
  - c. Improving communication about homework- RealTime allows a parent portal that may facilitate this
  - d. Homework consequences- this was the hot-button issue
    - i. Require NET- if repeated, then further action taken
    - ii. Discontinue “detention” and rename to “Homework Recovery”
    - iii. For most students, this is enough of a deterrent. For those that continue to have issues, they can be addressed on an individual basis.
  - e. Consider changing the percentage of grade given to homework- de-emphasize tests/quizzes, increase classwork consideration
  - f. Sharon is preparing a homework survey for parents and teachers to assess their views. Consideration will be given to changing the homework policy based on this survey and other factors.

### **Facility Committee Minutes**

April 11, 2011

Present: Kevin Haycock, Matt Moore, Melody McBride, and Sharon Mooney

The Facilities Committee met with Mayor Frank VanHorn and Al Pass from Solar Energy is Power to discuss a potential solar panel system for the school. Mr. VanHorn discussed the need for the township to move in this direction and look for these opportunities. Mr. Moore said the board is considering a roof mount solar system. The committee decided to put a hold on this project while the township considers and reviews the potential opportunities that exist.

The committee also discussed hiring Mike Journey Carpentry to replace the modular skirting when school is not in session.

## ***MOTIONS***

### ***1. Approve Long-term Substitute***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve Lindsay Kruger as a long-term substitute LLD teacher with a tentative start date of May 31, 2011 through June 30, 2011, as recommended by the Superintendent

On roll call, motion carried unanimously

### ***2. Approve Substitute for 2010-2011***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the following substitutes for the 2010-2011 school year, as recommended by the Superintendent: Cherie Hoops, L.Thayer Hutchinson, Chelsea Gallagher, pending required paperwork.

On roll call, motion carried unanimously

### **3. Contract Renewals – Tenured Staff**

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to offer employment contracts to the following persons for the 2011-12 school year, as recommended by the Superintendent:

Ackerman	B18	\$71,055 +Longevity \$1000
Baker	B8	\$53,340
Chartoff	B10 (60%)	\$33,750
Bickhardt	M18	\$73,155+Longevity \$1000
Boyle	M18+15 (70%)	\$51,943
Cornish	M18	\$73,155+Longevity \$1500
Dally	M18	\$73,155+Longevity \$1000
Davalos	B14	\$62,070
Ferry	B13	\$60,615
Francis	M+30, 18	\$75,255+Longevity \$1500
Harer	B12	\$59,160
Harpster	B18	\$71,055+Longevity \$1500
Hendershot	B+15, 15	\$64,575
Hill	M18	\$73,155
Hill-Rosato	B18	\$71,055+Longevity \$1500
Jones	M17	\$68,545
Lennox	M6	\$52,530
Magnuson	M+30, 18 (20%)	\$15,051+Longevity \$1500
Miller	B17	\$66,445+Longevity \$1000
Perry	B7	\$51,885
Reber	B18	\$71,055+Longevity \$1000
Rolph, K.	B+15,18	\$72,105+Longevity \$2100
Smith	B17	\$66,445+Longevity \$1000
Staub	M7	\$53,985
Stefankiewicz	M+30, 8 (40%)	\$23,016
Tate	B7 (60%)	\$31,131
Werner	M9	\$56,895

On roll call, motion carried unanimously

### **4. Contract Renewals – Non-Tenured Staff**

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to offer employment contracts to the following persons for the 2011-12 school year, as recommended by the Superintendent:

Acker	B6	\$50,430
Garrison	B4	\$47,520
Incarbone	B2	\$44,610
Janeiro	B6 (50%)	\$25,215
Kwasnik	B5	\$48,975
Rolph, N.	B6	\$50,430
Roman	M12 (40%)	\$24,504

Thurgood	B3	\$46,065
Tironi	B+15, 4	\$48,570

On roll call, motion carried unanimously

### **5. *Custodian Contract Renewals***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to offer employment contracts to the following custodians for the 2011-12 school year, as recommended by the Superintendent:

Debra Devatt	\$35,684
Terry Ramm	\$37,110
Hank Schmidt	\$53,849+Longevity \$300

On roll call, motion carried unanimously

### **6. *Child Study Team Coordinator***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to offer an employment contract for 2011-12 to Jill Boyle as Child Study Team Coordinator at a stipend of \$10,113, as recommended by the Superintendent.

On roll call, motion carried unanimously

### **7. *Approve Application to Operate Special Education Summer School***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the application to operate a special education summer school from July 5, 2011 to August 4, 2011.

Motion carried unanimously

### **8. *Approve Application to Operate Autistic Summer School***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the application to operate a an autistic summer school program from July 5, 2011 to August 11, 2011.

Motion carried unanimously

### **9. *Approve Application to Operate Regular Program Summer School***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the application to operate a regular education summer school from July 5, 2011 to July 28, 2011.

Motion carried unanimously

***10. Approve Out of District Sending Summer Contracts***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to contract with Developmental Center (CTC) private school for 5 weeks of summer services for 1 special education student (#1451) at a tuition rate of \$4,425.00 and related services at a cost of \$2,200, totaling \$6,625.00.

Motion carried unanimously

***11. Certification Policy***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the revisions to Policy #4112.2 Certification Policy at second reading.

Motion carried unanimously

***12. Attendance, Absences, and Excuses Policy***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the revisions to Policy #5113 Attendance, Absences, and Excuses Policy at second reading.

Motion carried unanimously

***13. Intervention and Referral Services for General Education Pupils Policy***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the revisions to Policy #6164.1 Intervention and Referral Services for General Education Pupils Policy at second reading.

Motion carried unanimously

***14. Orientation and Training of Board Members By-Law***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the revisions to By-Law #9200 Orientation and Training of Board Members By-Law at second reading.

Motion carried unanimously

***15. Public and Executive Sessions By-Law***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the revisions to By-Law #9322 Public and Executive Sessions By-Law at second reading.

Motion carried unanimously

### ***16. Approve Inventory Disposals***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the following inventory disposals for April 2011:

#### Computers

00359

00573

00388

00391

00424

00413

00384

00390

Motion carried unanimously

### ***17. Accept Donation***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to accept the school supplies donation from Flaghouse.

Motion carried unanimously

### ***18. Approve Field Trip Destination and Field Trip Contract***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the following field trip destination and contract:

Q-FT11- First Student for 1 bus for \$214.00 (Kid Junction, Branchburg, NJ).

Motion carried unanimously

### ***19. Approve 2011-12 Board Attorney Retainer Agreement***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the 2011-12 Board Attorney Retainer Agreement with Schwartz, Simon, Edelstein, Celso & Kessler LLC including the following hourly rates: \$165 – Partners and Counsel, \$160 - Senior Associates, \$155 – Junior Associates and \$100 – Clerks and Paralegals.

Motion carried unanimously

### ***20. Approve Travel Expenditures***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the attached travel expenditures for the 2010-11 school year as required by N.J.S.A.18A:11-12.

Motion carried unanimously

## **21. Approve Budget Line-Item Transfers**

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the attached 2010-11 budget line-item transfers from March 29, 2011 to May 2, 2011 totaling \$7,825.98 for Fund 10.

Motion carried unanimously

## **22. Approve Bills**

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the bills for payment as follows: Monthly bill list \$387,637.53 and Cafeteria bill list \$8,631.76.

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 March 31, 2011 (Policy 6820).

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Board Secretary

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Date

## **23. Accept Report of the Secretary and Report of the Treasurer**

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to accept the monthly A-148 Secretary's Reports for the month ended March 31, 2011 and the A-149 Treasurer of School Monies Report for the month ended March 31, 2011 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

## **24. Approve Minutes**

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to approve the Regular and Executive Session Minutes of March 28, 2011 and Special Meeting Minutes of April 18, 2011.

Motion carried 7:0:2 (Froisland and Dolinsky abstention)

## **Old Business**

- **Personal/Relative Disclosure Statements** – Mrs. DeFalco provided the statements to the new board members for completion.

***New Business***

- ***Code of Ethics*** – Mrs. DeFalco requested the board members review the slides and sign the acknowledgment.
- ***Board Retreat*** – Mr. Moore requested the members look at their summer calendars so the board retreat date can be determined at the next meeting.

***Adjournment***

A motion was made by Mr. Kevin Haycock seconded by Mr. Bill Maxwell to adjourn the meeting at 8:45 p.m.

Motion carried unanimously

Respectfully,

Jeannine DeFalco  
Acting Board Secretary