

August 25, 2008
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. Kevin Haycock, Mr. Gregory Murray and Mrs. Melissa Norwicke

Absent: Mr. Bill Maxwell, Mr. Alex Rinaldi, Mrs. Bethany Summers and Mr. Christopher Wadiak

Other: Mrs. Sharon Mooney (Superintendent), Mrs. Rachelle Tjalma (SBA), Jeannine DeFalco (Assistant Principal), Teachers – Allison Bickhardt, Jeannette Cornish, Diane Geitzenauer, Jenna Tironi and Pat Zito, Community members – Laurie and Brandon Gallant

Public Participation

- Pat Zito notified the board that Jeannette Cornish has taken over the Co-President position for Jane Hill-Rosato who has stepped down.
- Jenna Tironi notified the board that she has stepped down from the PTO President position since she is now a full-time teacher in the school and that Jennifer Giordano, the Vice President, has taken over as President.
- Laurie Gallant, community member, asked what the requirements are to become a board member. Mr. Moore responded.
- Diane Geitzenauer followed-up with the board regarding her request in July to hold a fundraiser in the school to support a local competitor in the 2009 Iditarod Sled Dog Race. She proposed that Kim do a 45 minute presentation to the school with one of her sled dogs and then the following fundraisers would follow: sponsors for playground walkathon, used book sale and individual classroom sponsorship for a dog. The board asked Mrs. Mooney to review the ideas to see what would fit in and then respond to Mrs. Geitzenauer.

Correspondence – Mrs. Tjalma read a thank you letter from Debbie Hendershot for the summer preschool workshop that she attended and a resignation letter from Mr. Wadiak from the board.

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

- Revised curriculums have been reviewed by the Education Committee for Health and Physical Education, Art and Music and are on the agenda tonight for approval.
- Kevin Brennan will be taking over as the Executive County Superintendent and Bill Poch will become the Executive County Business Official on Sept. 2nd. Neil Cramer will continue as the Executive County Business Official in Sussex County and the Coordinating County School Business Administrator for the state.
- Public thanks to Donna Ventura and Jill Imhof for their personal beautification project. They weeded and planted mums in the front of the school because of the pride they have for Knowlton.
- At this point we have no new enrollments; we have had several students withdraw because of moving to new locations.

Committee Reports

Education: None

Personnel: None

Finance: Mr. Moore reported that the committee met and discussed several items as written in the attached minutes. Mr. Moore also reported that the Finance Committee met for a second time this month and reached a “short list” of four architects for the full board to interview. The Board will hold a special meeting on September 15, 2008 at 6pm to hear a 30 minute presentation from each firm followed by 15 minutes of Q&A. At the end of the meeting the board will reduce the firms to the two and then the board will negotiate with those firms to make a final appointment.

EDUCATION/LEGISLATION

1. Approve Curricula

A motion was made by Mr. Murray seconded by Mr. Haycock to approve the following curricula as developed by the curriculum coordinator and assigned committees: Health, Art, Music and Physical Education.

Motion carried unanimously.

PERSONNEL/POLICY

2. Accept Resignation

A motion was made by Mr. Haycock seconded by Mr. Murray to accept the resignation of Chris Wadiak from the Board effective August 25, 2008 with regret.

Motion carried unanimously.

3. *Revise Out of District Aide Contract*

A motion was made by Mr. Haycock seconded by Mr. Murray to revise the employment contract offered to Jennifer Thomas as an out of district personal aide for special education student #1408 for the 2008-09 school year, approved on 7/28/08 at a salary of \$16,400 to a revised salary of \$17,000, as recommended by the Superintendent.

On roll call, motion carried unanimously.

4. *Out of District Aide Contract*

A motion was made by Mr. Haycock seconded by Mr. Murray to offer an employment contract to Melaney Garrett as an out of district personal aide for special education student #1506 for the 2008-09 school year, at a salary of \$18,000, as recommended by the Superintendent.

On roll call, motion carried unanimously.

5. *Out of District Aide Contract*

A motion was made by Mr. Haycock seconded by Mr. Murray to offer an employment contract to Loretta Handy as an out of district personal aide for special education student #1451 for the 2008-09 school year, at a salary of \$13,900, as recommended by the Superintendent.

On roll call, motion carried unanimously.

6. *Approve Substitutes for 2008-09*

A motion was made by Mr. Haycock seconded by Mr. Murray to approve the attached list of substitutes for the 2008-09 school year.

On roll call, motion carried unanimously.

BUSINESS/FINANCE/OPERATIONS

7. *SEMI Waiver*

A motion was made by Mrs. Norwicke seconded by Mr. Haycock to apply to the Executive County Superintendent for a SEMI waiver based upon the fact that the district will have 30 or fewer Medicaid eligible classified students, based on the revenue projections provided by the Department.

Motion carried unanimously.

8. *2009 IDEA Grant*

A motion was made by Mrs. Norwicke seconded by Mr. Haycock

to apply for \$64,327 in FY2009 IDEA-Basic funds and \$6,377 FY2009 IDEA-Preschool.

Motion carried unanimously.

9. Approve Physical Therapy Service Provider

A motion was made by Mrs. Norwicke seconded by Mr. Murray to approve Sam's Kids Pediatric Therapy LLC as the 2008-09 Occupational Therapy Service Provider for one special education student (#1408) attending the Belvidere School District at a rate of \$80.00 per hour.

Motion carried unanimously.

10. Revise Motion - Approve Physical Therapy Service Provider

A motion was made by Mrs. Norwicke seconded by Mrs. Burns to revise the approval of Allison Peck, P.T. as the 2008-09 Physical Therapy Service Provider at a rate of \$78.00 per hour approved on 6/23/08 to a rate of \$79.00 per hour.

Motion carried unanimously.

11. Approve Travel Expenditures

A motion was made by Mrs. Norwicke seconded by Mr. Haycock to approve the attached travel expenditures for the 2008-09 school year as required by the Chapter 53 revisions to C.18A:11-12.

Motion carried unanimously.

12. Approve Budget Line-Item Transfers

A motion was made by Mrs. Norwicke seconded by Mr. Haycock to approve the attached 2008-09 budget line-item transfers from July 29, 2008 to August 25, 2008 totaling \$8,184.00 for Fund 10.

Motion carried unanimously.

13. Approve Bills

A motion was made by Mrs. Norwicke seconded by Mr. Haycock to approve the bills for payment as follows: Monthly bill list \$329,357.46.

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 July 31, 2008 (Policy 6820).

Board Secretary

Date

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

A motion was made by Mrs. Norwicke seconded by Mr. Haycock to accept the monthly A-148 Secretary's Reports for the month ended July 31, 2008 and the A-149 Treasurer of School Monies Report for the month ended July 31, 2008 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. Norwicke seconded by Mr. Haycock to approve the Regular and Closed Session Minutes of July 28, 2008.

Motion carried 4:0:1 (Mr. Murray).

New Business – Mr. Moore discussed reorganizing the committees of the board as proposed in the attached write-up. Mr. Moore plans to assign the new committees at the September meeting.

Adjournment

A motion was made by Mr. Haycock seconded by Mrs. Norwicke to adjourn the meeting at 8:12 p.m.

Motion carried unanimously.

Respectfully,

Rachelle Tjalma
Board Secretary