

The Randolph Township Board of Education held a Work - Business Session meeting on Tuesday, August 16, 2011 at 7:15 p.m. in the Randolph High School Library, Millbrook Avenue, Randolph, New Jersey.

Board President Ms. Amy Sachs called the meeting to order and read the following statement:

The New Jersey Open 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 Randolph Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in The Daily Record. It is also posted in all district schools as well as the Randolph Township Municipal Building.

### **Roll Call**

The following Board members were present: Ms. Tammy MacKay, Ms. Maria Martorana, Mr. David Rosenblatt, Mr. Harry Ruiz, Ms. MaryAnn Spagnuolo, and Ms. Amy Sachs.

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

The following administrators were present: Dr. David M. Browne, Superintendent, Miss Jennifer Fano, Acting Assistant Superintendent, Dr. Harold Tarriff, Interim Director of Special Services and Mr. Michael Neves Business Administrator / Board Secretary.

### **Closed Session – 7:15 p.m.**

Board member Ms. Tammy MacKay made a motion seconded by board member Mr. Harry Ruiz and carried unanimously by roll call vote to adopt the following with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

**BE IT RESOLVED**, in accordance with N.J.S.A. 10:4-12 and 10:4-13 that the Board of Education of the Township of Randolph will hold a closed session regarding Personnel, Litigation and Negotiations. It is not yet possible to determine when the matters discussed in Closed Session will be made public.

The board reconvened at 8:00 p.m.

### **Pledge of Allegiance**

### **Board Returned to Closed Session – 8:10 p.m.**

Board member Ms. Tammy MacKay made a motion seconded by board member Mr.

Harry Ruiz and carried unanimously by roll call vote to adopt the following with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

**BE IT RESOLVED**, in accordance with N.J.S.A. 10:4-12 and 10:4-13 that the Board of Education of the Township of Randolph will hold a closed session regarding Personnel, Litigation and Negotiations. It is not yet possible to determine when the matters discussed in Closed Session will be made public.

The board returned to Open Session at 8:30 p.m.

### **Approval of Board Minutes**

Board member Mr. Harry Ruiz made a motion seconded by Ms. MaryAnn Spagnuolo and carried unanimously by roll call vote to approve the following board minutes with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

Closed Session Minutes, 07-19-11

Special Meeting, Board Work and Business Session, 07-18-11, 07-19-11

### **Public Discussion**

Randolph resident questioned education and policy motions pending before the board.

### **President's Report**

Presentation by Township Health Department on benefits of immunizations and current outbreak of various diseases.

### **Superintendent's Report**

Dr. David Browne updated the board on new staff orientation and proposed high school changes with increases in required credits for graduation.

### **Committee Reports**

Finance, Facilities and Transportation

Education

Policy

Communications

Negotiations:

Ms. Tammy MacKay read statements concerning committee recent memorandum of agreement with the Teamsters.

### **Liaison Report**

Ms. Sachs updated the board on a recent Township Liaison meeting.

### **Student Council Representative Report**

Student Council Representative Chris Puzia updated the board on the first day of ropes course.

### **Old Business**

Dr. Harold Tarriff updated the board on the special education transition program.

### **New Business**

- a. Personnel I – IV
- b. Finance, Facilities and Transportation Motions 1 – 17
- c. Education Motions A – F
- d. Policy 1 - 2

At the recommendation of the Superintendent and on behalf of the Personnel Committee, Board member Ms. Tammy MacKay made a motion seconded by Mr. Harry Ruiz and carried unanimously by roll call vote to approve **Personnel Motions I – IV** with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

### **Personnel and Administration**

**August 16, 2011**

***Motion*** to approve the Superintendent's recommendation for the following personnel items:

#### **I. Teachers/Professional Staff**

##### **A. Resignation/Retirement/Rescind**

1. Accept the resignation of **Margaret Kelley**, special education teacher at the High School, for the purpose of retirement, effective October 1, 2011.
2. Accept the resignation of **Alicia Polkowski** as a social studies teacher at the High School effective June 30, 2011.
3. Rescind the appointment of **Noel Lethbridge** as an elementary teacher at Fernbrook School for the 2011-2012 school year.
- 4. Accept the resignation of Christina Vinkman, instructional aide at Ironia School effective August 15, 2011.***

#### **B. New Appointments**

1. Approve the appointment of **Lauren Webster** as a business education teacher at the High School effective September 1, 2011 at the annual salary of \$49,700 (Level 4, Step 3-4).
2. Approve the appointment of **Megan Wechsler** as a learning disabilities teacher consultant at the Middle School effective September 1, 2011 at the annual salary of \$65,422 (Level 5, Step 8).
3. Approve the appointment of **Kara Lamb** as a language arts teacher at the Middle School effective September 1, 2011 at the annual salary of \$49,170 (Level 4, Step 2).
4. Approve the appointment of **Kristen Maudsley** as a social worker at Fernbrook and Shongum Schools effective September 1, 2011 at the annual salary of \$55,372 (Level 5, Step 3).
5. Approve the appointment of **Kirsten Goeb** as a long-term substitute special education teacher at the High School effective September 1, 2011 up to and including September 30, 2011 at the rate of \$242.50 per diem.
6. Approve the appointment of **Kirsten Goeb** as a special education teacher at the High School effective October 1, 2011 at the annual salary of 49,700 (Level 4, Step 3).
7. Approve the appointment of **Kevin Murtha** as a special education teacher at the High School effective September 1, 2011 at the annual salary of \$49,170 (Level 4, Step 2).
8. Approve the appointment of **Sarah Quale** as a language arts teacher at the Middle School effective September 1, 2011 at the annual salary of \$54,842 (Level 5, Step 2).
9. Approve the appointment of **Maria Tombalakian** as a teacher of French at

the Middle and High Schools effective September 1, 2011 at the annual salary of \$60,642 (Level 6, Step 2).

10. Approve the appointment of **Kimberly Scalice** as a teacher of English at the High School effective September 1, 2011 at the annual salary of \$55,372 (Level 5, Step 3-4).

11. Approve the appointment of **Charles G. Dimiceli** as a guidance counselor at the High School effective September 1, 2011 at the annual salary of \$82,940 (Level 5, Step 13).

12. Approve the appointment of **Scott Malagold** as a social studies teacher at the High School effective September 1, 2011 at the annual salary of \$60,642 (Level 6, Step 2).

13. Approve the appointment of **Timothy Patterson** as a special education teacher at the Middle School effective September 1, 2011 at the annual salary of \$48,500 (Level 4, Step 1).

14. Approve the appointment of **Randi Lee** as an elementary teacher at Fernbrook School effective September 1, 2011 at the annual salary of \$49,170 (Level 4, Step 2).

15. Approve the appointment of **Nermin Ramush** as an elementary teacher at Shongum School effective September 1, 2011 at the annual salary of \$61,172 (Level 6, Step 3-4).

16. Approve the appointment of **Gina Naclerio** as a guidance counselor at Ironia and Center Grove Schools effective September 1, 2011 at the annual salary of \$68,642 (Level 6, Step 7).

17. Approve the appointment of **Brian Cooper** as an earth science teacher at the High School effective September 1, 2011 at the annual salary of \$48,500 (level 4, Step 1).

18. Approve the appointment of **Kristen Fallon** as a long term substitute English teacher at the Middle School effective September 1, 2011 at the rate of \$242.50 per diem.

19. Approve the appointment of **Ashley Archer** as a long-term substitute physical education/health teacher at the Middle School effective September 7, 2011 up to and including October 31, 2011 at the rate of \$242.50 per diem.

20. Approve the appointment of **Carol Raff** as a long-term substitute Social Worker at the High School for the 2011-2012 school year at the rate of \$242.50 per diem.

**21. Approve the appointment of Keri O'Donnell as a long term substitute**

*elementary teacher at Shongum School for the 2011-2012 school year at the rate of \$242.50 per diem.*

**C. Substitute Employees**

1. Approve the appointment of the following substitute teachers for the 2011-2012 school year:

**Judith Apicella  
Kathleen Mahoney  
Stephen Barrow**

**Ethel Casper  
Arlene Tarnowski**

**Lynn Carman  
Roberta Wurst**

2. Approve the renewal of the following Substitute Teachers for the 2011-2012 school year:

**Christine Aulenbach  
William Bevich  
Jennifer Brown  
Jesse Bucher  
Sean Carpenter  
Maria Chaves  
Doug Dale  
Jennifer DesRosiers  
Warren Farber  
Kristen Gear  
Lori-Ann Gervis  
Deborah Gundy  
Lori-Ann Holihan  
Marcia Istvan  
H. Terry Keane  
William Kimberlin  
Pamela Krinick  
Marilyn Lampel  
Linda Leenstra  
Robert Liegner  
Stephanie Litwin  
Adrienne Ludwig  
Kristine Maguire  
Elizabeth McConnell  
Lauren Miller  
Carmita Mongrella  
Karen Novotny  
Katherine O'Neill  
Nelson Perry  
Lorin Pontelandolfo  
Alfred Richardso  
Jayne Roche  
Lawrence Saideman**

**Janelle Barnes  
Francine Bianchini  
Chester Budd  
Christine Cafaro  
Christine Cascione  
Jennifer Corbett  
Mary Susan D'Amore  
Ruth Ann Dezenzo  
Melissa Feliciano  
Regina Geiger  
Patricia Gibson  
Michele Hauryluke  
LeRoy Horan  
Deborah Jamison  
Toni Kern  
Sean Kirby  
Jennifer Lakind  
Pamela Leneghan  
Phyllis Levin  
Allan Lipnick  
Janet Lordi  
Diane Lupo  
Kathleen Manning  
David McDougall  
Lori Mendez  
Thomas Murray  
Judith Oehler  
Diane Padewski  
Laura Piano  
Linda Pugliese  
Suzy Rimoh  
Martin Rosenberg  
Susan Salisbury**

**Patricia Barton  
Isabelle Brennan  
Deborah Burne  
Kimberly Carlin  
Chitrali Chaudhuri  
Joanne Czapka  
James Devorak  
Deborah Elvins  
Elizabeth Frister  
Kathy Gentile  
Jay Grossman  
Donna Hennessy  
Rosemary Hurring  
Kimberly Jamison  
Ron Kiesche  
Darlene Klus  
Jacqueline Sheplak-Lewis  
Jamie Lerman  
Julie Levy  
Jaclyn Lindabury  
David Lucia  
Dave Macrae  
Heather McCarthy  
Karen McElgunn  
Jacqueline McDonough  
Lisa Nocera  
Margaret O'Donnell  
Patricia Pavia  
Jacqueline Poirer  
Carol Raff  
Penny Robbins  
Rhonda Rossi  
Barbara Salny**

**Theresa Schantz  
Lisa Segelman  
Andrea Silverstein  
Orla Slattery  
Susan Spanos  
Laura Tango  
John Trabachino  
Bosco Vander Does  
Judith Wieselgren**

**Lori-Ann Scherzer  
Kathleen Siino  
Kevin Slattery  
Sandy Smagula  
Anne Standridge  
Elissa Young  
Matthew Trokan  
Ursula Wagner  
Jay Wolinsky**

**Patricia Schwartz  
Laraine Silverman  
George Smith  
Christine Syzonenko  
Thomas Stepnowski  
Alicia Uppal  
Maureen Wayman  
Mary Anne Walczuk**

3. Approve the renewal of the following Substitute Nurses for the 2011-2012 school year:

**Amy Einhorn  
Sandra Keegan  
Eileen Schott**

**Rosemarie Guzzo  
Ruth McAndrew  
Patricia Short**

**Susan Johannessen**

#### **D. Stipends**

1. Approve the appointment of the following Center Grove School bus supervisor positions for the 2011-2012 school year:

| <u>Name</u>               | <u>Supervisor Position</u> | <u>Stipend</u> |
|---------------------------|----------------------------|----------------|
| <b>Susan Finn</b>         | AM Bus Duty                | \$1,866        |
| <b>Mary Curtis</b>        | AM Bus Duty                | 1,866          |
| <b>Jennifer Romano</b>    | PM Bus Duty                | 1,244          |
| <b>Dee Sturdevant</b>     | PM Bus Duty                | 1,244          |
| <b>Stacy Watson</b>       | PM Bus Duty                | 1,244          |
| <b>Karen Due</b>          | Side Door Pick-up          | 1,866          |
| <b>Lisa Barrett</b>       | Side Door Pick-up          | 1,866          |
| <b>Frances Vanderhoof</b> | PM Walker Duty             | 1,866          |
| <b>Michael Contuzzi</b>   | PM Walker Duty             | 1,866          |

2. Approve the appointment of **Leah Konikowski** as a substitute bus supervisor at Center Grove School at the rate of \$10.37 per coverage:

4. Approve the appointment of **F. Michael Contuzzi** as K-Kids advisor at Center Grove School for the 2011-2012 school year at the stipend of \$1,275.

5. Approve the appointment of **Donna Marucci** as Center Grove News/Technical Advisor at a stipend of \$2,550 for the 2011-2012 school year.

6. Approve the appointment of the following Ironia School bus supervisor positions for the 2011-2012 school year:

| <u>Name</u>                | <u>Supervisor Position</u> | <u>Stipend</u> |
|----------------------------|----------------------------|----------------|
| <b>Danielle Gordon</b>     | AM/PM Bus Duty             | \$3,731        |
| <b>Danielle Soldivieri</b> | AM Bus Duty                | 1,866          |

|                          |             |       |
|--------------------------|-------------|-------|
| <b>Michael Hand</b>      | PM Bus Duty | 1,866 |
| <b>Christine Brembs</b>  | PM Bus Duty | 1,866 |
| <b>Roberta Greenhill</b> | PM Bus Duty | 1,866 |

7. Approve the appointment of the following Ironia School substitute bus supervisors at the rate of \$10.37 per coverage:

**Anita Lockwood                      David Kricheff                      Kelly Abrusci**

8. Approve the appointment of **Christine Brembs** as Lego Robotics club advisor at Ironia School effective January 2, 2012 through May 21, 2012 at the stipend of \$637.50.

9. Approve the appointment of the following **Michael Patrick** as Shongum School bus supervisor for the 2011-2012 school year at the stipend of \$3,731:

10. Approve the appointment of the following Shongum School substitute bus supervisors for the 2011-2012 school year at the rate of \$10.37 per coverage:

|                          |                          |                      |
|--------------------------|--------------------------|----------------------|
| <b>Eileen Birmingham</b> | <b>Natalie Ernstes</b>   | <b>Jeffrey Todd</b>  |
| <b>Maura Boucher</b>     | <b>Dudley North</b>      | <b>Evan Scala</b>    |
| <b>Jill Buglovsky</b>    | <b>Jessica Rodriguez</b> | <b>Michael Dente</b> |
| <b>Samantha McCann</b>   | <b>Mary Jane Thomas</b>  | <b>Sheryl</b>        |
| <b>Jacobson</b>          |                          |                      |
| <b>Nermin Ramush</b>     |                          |                      |

11. Approve the appointment of **Beverly Cirelli** as K-Kids advisor at Shongum School for the 2011-2012 school year at the stipend of \$1,275.

12. Approve the appointment of the following **Fall** coaches for the 2011-2012 school year at the stipends and steps listed below:

| <u>Name</u>                | <u>Coaching Position</u> | <u>Stipend</u> |   |
|----------------------------|--------------------------|----------------|---|
| <b>Ashley Guarino</b>      | Asst. Cheerleading       | \$5,690        | 1 |
| <b>Kristin Ellerthorpe</b> | Asst. Gymnastics         | 6,071          | 1 |

**13. Approve the appointment of the following Chemical Hygiene Coordinators at the locations and stipend amounts listed below for the 2011-2012 school year:**

| <u>Name</u>               | <u>Location</u>      | <u>Stipend</u> |
|---------------------------|----------------------|----------------|
| <b>Theresa Wertheimer</b> | <b>High School</b>   | <b>\$5,637</b> |
| <b>Leonard Sheehy</b>     | <b>Middle School</b> | <b>2,566</b>   |

**E. Extra Duty**

1. Approve the appointment of the following Center Grove School staff for

cafeteria/recess duty for the 2011-2012 school year at the rate of \$19.49 per coverage:

|                             |                            |                           |
|-----------------------------|----------------------------|---------------------------|
| <b>Ann Marie Contino</b>    | <b>Gail Alcott-Bresky</b>  | <b>Cheryl Pedrick</b>     |
| <b>Kathleen Ronca</b>       | <b>Stephanie Quirk</b>     | <b>Helen Ogoff</b>        |
| <b>Jami Snowman</b>         | <b>Leane Brita</b>         | <b>Alissa Hicok</b>       |
| <b>Dee Sturdevant</b>       | <b>Joanne Kesten</b>       | <b>Diane Nack</b>         |
| <b>Mariajose Bowden</b>     | <b>Dana Dawson</b>         | <b>Frances Vanderhoof</b> |
| <b>Amy Schwarz</b>          | <b>Beata Darbig</b>        | <b>Terence Leonard</b>    |
| <b>Kristen Miller</b>       | <b>Karen Due</b>           | <b>Nadine Johnson</b>     |
| <b>Beth Laureano</b>        | <b>Leah Konikowski</b>     | <b>Wanda Turner</b>       |
| <b>Michael Contuzzi</b>     | <b>Kristin Mueller</b>     | <b>Karen Iwicki</b>       |
| <b>Mary Samuel</b>          | <b>Tina Theodoropoulos</b> | <b>Donna Marucci</b>      |
| <b>Mary Curtis</b>          | <b>Diana Burke</b>         | <b>Lisa Barrett</b>       |
| <b>Claire Lambariello</b>   | <b>Sharon Kopmann</b>      | <b>Caitlin Ayres</b>      |
| <b>Diane Rich</b>           | <b>Maria Keenan</b>        | <b>Shannon Clark</b>      |
| <b>Rita Elliot</b>          | <b>Dona Hoehn</b>          | <b>Marie Waldron</b>      |
| <b>Jennifer Romano</b>      | <b>Carey Hackett</b>       | <b>Tom Murphy</b>         |
| <b>Ruzanna Akopjan</b>      | <b>Susan Finn</b>          | <b>Don Fritch</b>         |
| <b>Stacy Watson</b>         | <b>Kendra Weiss</b>        | <b>Kathy Granitzki</b>    |
| <b>Angela Bielsky</b>       | <b>Karen Iaconetti</b>     | <b>Susan Amerman</b>      |
| <b>Susan Vitta</b>          | <b>Shruti Chojar</b>       | <b>Joan Jones</b>         |
| <b>Laura Bartol</b>         | <b>Christine Dziubla</b>   | <b>Letty Greenfield</b>   |
| <b>Kathleen Dowis</b>       | <b>Irene Walsh</b>         | <b>Sandra Sergison</b>    |
| <b>Maryann Delaney-Bush</b> |                            |                           |

2. Approve the appointment of the following Ironia School staff for cafeteria/recess duty for the 2011-12 school year at the rate of \$19.49 per coverage:

|                            |                           |                           |
|----------------------------|---------------------------|---------------------------|
| <b>Carol Lutcza</b>        | <b>Danielle Acquaviva</b> | <b>Jane Sassaman</b>      |
| <b>Irma Pace</b>           | <b>Nina DeCoster</b>      | <b>Christine Vinkman</b>  |
| <b>Kelly Wysoczanski</b>   | <b>Janice Friedland</b>   | <b>Perry Tyroler</b>      |
| <b>Michael Hand</b>        | <b>Cathy Murphy</b>       | <b>Susan Perini</b>       |
| <b>Mary Ann Smallwood</b>  | <b>Kelly Zecker</b>       | <b>David Kricheff</b>     |
| <b>Alma Best</b>           | <b>Lauren Fiske</b>       | <b>Kelly Abrusci</b>      |
| <b>Carolyn Quigley</b>     | <b>Amy Rubin</b>          | <b>Jill Shirkey</b>       |
| <b>Lori Fitzgerald</b>     | <b>Linda Andrews</b>      | <b>Debra Delaney</b>      |
| <b>Patricia Bourke</b>     | <b>Selina Brodsky</b>     | <b>Margaret Holda</b>     |
| <b>Roberta Greenhill</b>   | <b>Eileen Baker</b>       | <b>Cynthia Feeney</b>     |
| <b>Christine Brembs</b>    | <b>Peter Cervona</b>      | <b>Anita Lockwood</b>     |
| <b>Jennifer DePeri</b>     | <b>Michael Kennedy</b>    | <b>Mary Ellen Toffolo</b> |
| <b>Danielle Soldivieri</b> | <b>Amanda Brodeen</b>     | <b>Susan Shusta</b>       |
| <b>Jennifer Hypes</b>      | <b>Kathleen Mandaglio</b> | <b>Danielle Gordon</b>    |
| <b>Deborah Rosenblatt</b>  | <b>Jeannine Sheppard</b>  | <b>Eileen Bennett</b>     |

3. Approve the appointment of the following Shongum School staff for

cafeteria/recess duty for the 2011-2012 school year at the rate of \$19.49 per coverage:

**Ruth Contreras  
Eileen Birmingham  
Joseph Bocchino  
Maura Boucher  
Jill Buglovsky  
Elizabeth Carmona  
Carey Cervona  
Kimberly Chiesa  
Joan Cirella  
Beverly Cirelli  
Antoinette Compel  
Angela Cordova  
Mary Daly  
Michael Dente  
Natalie Ernstes  
Lyn Fromme  
Christine Giousios  
Patricia Grunert**

**Lisa Holmes  
Sheryl Jacobson  
Kessler, Susanne  
Kruse-Marcus, Lisa  
Janet Lorey  
Catherine Luciani  
Margaret Markot  
Samantha McCann  
Susan Miessler  
David Miller  
Moschella, Liane  
Murphy, Meghan  
Sarah Murray  
Mary Ann Nelson  
Karen Nimmo  
Doug North  
Michael Patrick  
Sheila Patterson**

**Alexis Piombino  
Kristen Pollara  
Nermin Ramush  
Danielle Reynolds  
Elena Rimar  
Evan Scala  
Erin Scillia  
Christine Shay  
Bobbie Sobel  
Janet Stella  
Mary Jane Thomas  
Jeffrey Todd  
Jessica Velez  
Joan Willoughby  
Karen Wozniak  
Caitlin Olver  
Ragini Guhanarayan**

4. Approve the appointment of the following High School staff as Unit Lunch Monitors for the 2011-2012 school year at the rate of \$31.32 per lunch period:

**Daniel Austin  
Duncan Crannell  
Marybeth Foran  
Kelly Lambert  
Brienne McBreen  
Linda Poppy  
Michael Suk**

**Michael Berger  
Linda Cross  
Lindsay Heinrich  
Jean Little  
Jennifer Migueis  
Lauri Satmaria  
Glenn Van Metre**

**Itta Collins  
Christina DaSilva  
Glenn Holzmann  
Joseph Lusardi  
David Poppy  
Eloise Stewart**

5. Approve the appointment of all **High School Certificated Staff** as substitute Unit Lunch monitors, on an as needed basis, for the 2011-2012 school year at the rate of \$31.32 per lunch period.

6. Approve the appointment of the following High School staff to teach a 6<sup>th</sup> period assignment during the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the 2011-2012 school year at the rate of \$4,000 per semester:

**Lindsay Brinkerhoff  
Kyle Kacicz  
Patricia Mountjoy**

**Catherine Cardaci  
Elizabeth Madden  
Leah Steen**

**Amy Eva  
Brienne McBreen**

7. Approve the appointment of the following Middle School staff to teach a 6<sup>th</sup> period assignment during the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the 2011-2012 school year at the rate of \$4,000 per semester:

Kerianne Contuzzi  
Karen Cafaro

Casey Kayser  
Katherine Russell

Jill Pariseau  
Gia Modestino

**8. Approve the appointment of all Randolph Township Schools Certified Teaching Staff as bedside/home instructors for the 2011-2012 school year at the rate of \$50.00 per hour.**

**F. Change in Assignment and Salary**

**Approve the following assignment and salary for the staff member listed below effective September 1, 2011:**

|                            | <u>From:</u>                              | <u>To:</u>                                |
|----------------------------|---|---|
| <b>Maureen McHugh-Frio</b> | <b>\$31,421 (.50)<br/>Level 5, Step 7</b> | <b>\$56,558 (.90)<br/>Level 5, Step 7</b> |

**(\$25,137 of this salary will be paid for through 2012 NCLB Title I funds)**

**G. Transfer**

1. Approve the transfer of the following special education staff effective September 1, 2011:

| <u>Name</u>           | <u>From</u> | <u>To</u> |
|-----------------------|-------------|-----------|
| Jayne Beyer           | IR          | FB        |
| Maryanne Delaney-Bush | SH          | CG        |
| Kathleen Dowis        | YMCA        | CG        |
| Christine Dziubla     | YMCA        | CG        |
| Donna Gidich          | FB/CG       | HS        |
| Leticia Greenfield    | YMCA        | CG        |
| Elizabeth Hansen      | YMCA        | FB        |
| Janice Hukins         | SH          | RMS       |
| Leonard Jacobs        | CG          | RMS       |
| Joan Jones            | YMCA/CG     | CG        |
| Barbara Kaplan        | SH          | RMS       |
| Marybeth Lopez        | YMCA        | HS        |
| Charlotte Murdock     | RMS         | FB        |
| Helen Ogoff           | YMCA        | CG        |
| Sandra Sergison       | YMCA        | CG        |
| Thomas Sharkey        | HS          | SH        |
| Irene Walsh           | YMCA        | CG        |

**H. Daily Rate Correction**

1. Approve the following ½ day daily rate correction for the employee listed below for 15 half days during the summer of 2011:

**Cynthia Scott**

From:  
\$164.88

To:  
\$165.13

### **I. Increment Withholding**

1. Approve the withholding of a salary increment for the employee identified on **Schedule A** due to conduct unbecoming a professional staff member. The current salary shall be frozen at the current earnings level of \$83,040.
2. Approve the attached Resolution authorizing an increment withholding for the employee identified on **Schedule A** due to conduct unbecoming a professional staff member.

### **J. Leaves of Absence**

1. Approve an unpaid Federal and State Family Leave of Absence for the employee identified on **Schedule B** effective September 1, 2011, to care for a newborn infant. (Note: Medical and Dental benefits continue while on an approved FMLA Leave).
2. Approve an unpaid Federal and State Family Leave of Absence for the employee identified on **Schedule C** effective September 1, 2011, up to and including October 31, 2011 to care for a newborn infant. (Note: Medical and Dental benefits continue while on an approved FMLA Leave).

### **K. Volunteers Coaches**

1. Approve the appointment of the following volunteer coaches for the 2011-2012 school year.

| <u>Name</u>             | <u>Position</u>         |
|-------------------------|-------------------------|
| <b>Jodi DeVincentis</b> | Asst Girls' Soccer      |
| <b>Kevin Higgins</b>    | Asst. B/G Cross Country |

## **II. Support Staff**

### **A. Resignations**

1. Accept the resignation of **Christine Downtain**, food service worker, effective August 8, 2011.
2. Accept the resignation of **Doris Neubert** as a cafeteria recess aide at Ironia School for the 2011-2012 school year.

### **B. New Appointments**

1. Approve the appointment of **Tara Hill** as an administrative secretary at the High School effective September 1, 2011 at the annual salary of \$47,814 (Step 6).
2. Approve the appointment of **Donato Eisbacher** as a custodian at the High School effective August 17, 2011 at the annual salary of \$38,565 (Step 1).
3. Approve the appointment of **Dawn Montesano** as a cafeteria/recess aide at Ironia School effective September 7, 2011 at the rate of \$13.50 per hour.
4. Approve the appointment of **Gina Luciano** as a long term substitute secretary at Central Office effective August 15, 2011 at the rate of \$16.38 per hour.
5. Approve the appointment of **George Kautzmann** as a substitute custodian effective August 17, 2011 at the rate of \$12.50 for the 2011-2012 school year.
6. Approve the appointment of **Anthony Herda** as a substitute custodian effective September 1, 2011 at the rate of \$12.50 per hour for the 2011-2012 school year.
7. Approve the appointment of **Daniel Pasquali** as a bus driver for Randolph Township Schools Transportation Dept. effective September 1, 2011 at the annual salary of \$30,197 (Step 1).
8. Approve the appointment of **Karen Timpani** as a substitute bus driver for Randolph Township Schools Transportation Dept. effective September 1, 2011 at the rate of \$27.96 per hour.

### **C. Re-Appointments**

1. Approve the appointment of the following cafeteria/recess aides for the 2011-2012 school year at the locations and hourly rates listed below:

| <u>Name</u>                   | <u>Location</u> | <u>Hourly Rate</u> |
|-------------------------------|-----------------|--------------------|
| <b>Johane Spears</b>          | Center Grove    | \$12.50            |
| <b>Andria Barosi-Stampone</b> | Center Grove    | 13.50              |
| <b>Gayle Cooper</b>           | Center Grove    | 12.50              |
| <b>Barbara Regber</b>         | Center Grove    | 12.50              |
| <b>Connie Downes</b>          | Center Grove    | 12.50              |
| <b>Diana Higgins</b>          | Center Grove    | 13.50              |
| <b>Laurie Campanella</b>      | Center Grove    | 13.50              |
| <b>Karen Novotny (Sub)</b>    | Center Grove    | 13.50              |
| <b>Valerie Howard</b>         | Fernbrook       | 11.50              |
| <b>Dawn Nalbach</b>           | Fernbrook       | 12.50              |
| <b>Kathleen Sutton</b>        | Fernbrook       | 12.50              |
| <b>Lillian Miller</b>         | Fernbrook       | 12.50              |
| <b>Patricia Klucharits</b>    | Ironia          | 13.50              |

|                            |         |       |
|----------------------------|---------|-------|
| <b>Ewa Fila</b>            | Ironia  | 12.50 |
| <b>Carmelita Wohl</b>      | Ironia  | 13.50 |
| <b>Doris Neubert</b>       | Ironia  | 12.50 |
| <b>Jodi Anzis-Federico</b> | Ironia  | 13.50 |
| <b>Jessica Leaman</b>      | Ironia  | 11.00 |
| <b>Anjana Choudhary</b>    | Shongum | 11.00 |
| <b>Christine Downtain</b>  | Shongum | 11.00 |
| <b>Jennifer Combes</b>     | Shongum | 11.50 |
| <b>Joanne Dell'Orto</b>    | Shongum | 13.50 |
| <b>Olga Floris</b>         | Shongum | 13.50 |
| <b>Dora Jimenez</b>        | Shongum | 11.50 |
| <b>Cindy Jo Schumann</b>   | Shongum | 12.50 |
| <b>Ashley Clipperton</b>   | Shongum | 11.00 |

2. Approve the renewal of the following Substitute Secretaries for the 2011-2012 school year at the rate of \$12.00 per hour:

|                      |                        |                        |
|----------------------|------------------------|------------------------|
| <b>Kay Ahiskali</b>  | <b>Dianne Eberly</b>   | <b>Florence Gannon</b> |
| <b>Noreen Gaudio</b> | <b>Patricia Gibson</b> | <b>Gina Luciano</b>    |

3. Approve the appointment of the following substitute bus drivers for the 2011-2012 school year at the rate of \$27.96 per hour:

|                        |                       |
|------------------------|-----------------------|
| <b>Emily Humphries</b> | <b>John Humphries</b> |
|------------------------|-----------------------|

4. Approve the re-appointment of the following substitute custodians for the 2011-2012 school year at the rate of \$12.50:

|                          |                          |                              |
|--------------------------|--------------------------|------------------------------|
| <b>Carlo Nisi</b>        | <b>Carlos Delgado</b>    | <b>Fernando Arango</b>       |
| <b>Michael Volpe</b>     | <b>Louis Volpe</b>       | <b>Raymond McConnell</b>     |
| <b>Elsia Van Dine</b>    | <b>Thomas Murray</b>     | <b>Christopher Malmstone</b> |
| <b>Ricaurte Rincon</b>   | <b>William Applegate</b> | <b>Michael Pontown</b>       |
| <b>Marilyn Lampel</b>    | <b>Carl Dean</b>         | <b>Rebecca Dean</b>          |
| <b>Ashley Clipperton</b> |                          |                              |

**D. Change in Assignment and Salary**

1. Approve the following change in assignment and annual salary for the employee listed below effective July 1, 2011:

|                    |  |  |
|--------------------|--|--|
| <b>Janis Evans</b> | <u>From:</u><br>Administrative Assistant<br>\$62,916 (\$500) | <u>To:</u><br>Operations Manager<br>\$72,000 |
|--------------------|--|--|

2. Approve the following change in assignment and salary for the employee

listed below effective September 1, 2011:

|                  |   |   |
|------------------|---|---|
| <b>Alma Lugo</b> | <u>From:</u>                              | <u>To:</u>                                      |
|                  | Substitute Bus Driver<br>\$27.96 per hour | Bus Driver (F/T)<br>\$30,197 (Step 1) per annum |

### **E. Salary Correction**

1. Approve the following salary correction for the employee listed below effective July 1, 2011:

|                        |              |            |
|------------------------|--------------|------------|
| <b>Jerome Schenker</b> | <u>From:</u> | <u>To:</u> |
|                        | \$87,877     | \$84,877   |

## **III. Summer Employment**

### **A. Child Study Team**

1. Approve the appointment of the following staff to conduct evaluations for the 2011 summer child study team for the number of days and at the per diem rates listed below:

| <u>Name</u>              | <u>No. of Days</u> | <u>Per Diem Rate</u> |
|--------------------------|--------------------|----------------------|
| <b>Kristen Hunkele</b>   | 2                  | \$317.44             |
| <b>Charlotte Murdock</b> | 2                  | 404.08               |
| <b>Marissa Randazzo</b>  | 1                  | 329.76               |
| <b>Kathleen Ronca</b>    | 2                  | 452.00               |
| <b>Staci Schlegel</b>    | 1                  | 343.21               |

### **B. Band Camp**

1. Approve the appointment of **Matthew Swiss** for 4 days of Band Camp during the summer of 2011 at the rate of \$151.00 per day

### **C. Freshman Ropes Course**

**1. Approve the appointment of the following High School teachers to conduct the annual freshmen "ropes" course orientation on August 15, 16 and 17, 2011 at the rate of \$246.00 per diem:**

|                        |                         |                               |
|------------------------|-------------------------|-------------------------------|
| <b>Daniel Austin</b>   | <b>Michael Berger</b>   | <b>Andrew Buchanan</b>        |
| <b>Kerry Eberhardt</b> | <b>Lisa Holloway</b>    | <b>Everlydis Falcon-Duran</b> |
| <b>Ashley Kanya</b>    | <b>Elizabeth Madden</b> | <b>Martel Roberts</b>         |
| <b>Linda Wagner</b>    |                         |                               |

2. Approve the appointment of **Mary Sharon Lopez** to serve as the school nurse at the annual freshmen "ropes" course orientation on August 15, 16 and 17, 2011 at the rate of \$450.50 per diem.

#### **D. Summer Support Staff**

1. Approve the appointment of **Justin Damiano** as a summer maintenance assistant at the rate of \$9.00 per hour effective August 1, 2011.

#### **IV. Randolph Community School**

1. Approve the following change in the daily rate for the **Randolph Community School** staff member listed below effective August 15, 2011 for a total of 10 days:

|                  |                   |                   |
|------------------|-------------------|-------------------|
|                  | <u>From:</u>      | <u>To:</u>        |
| <b>Jane Dann</b> | \$148.74 per diem | \$155.50 per diem |

2. Approve the following hourly pay rate change for the Site Coordinator listed below effective June 22, 2011:

|                        |                  |                  |
|------------------------|------------------|------------------|
|                        | <u>From:</u>     | <u>To:</u>       |
| <b>Florence Pollio</b> | \$16.00 per hour | \$17.00 per hour |

3. Approve the following **Randolph Community School** appointments on the effective dates listed below:

Office Assistant at the rate of \$10.00 per hour effective August 1, 2011:

**Kelsey Stevens**

Program Aide at the rate of \$9.45 per hour:

**Kimberly Rubio**

Junior Aide at the rate of \$7.50 per hour:

**Sarah Marcinkowski**

#### **RESOLUTION WITHHOLDING SALARY INCREMENT**

**WHEREAS**, the Randolph Board of Education has received a recommendation from David M. Browne, Superintendent of Schools that salary increments and adjustments be withheld from the employee identified on **Schedule A** because of conduct unbecoming a professional staff member.

**WHEREAS**, the specific inefficiencies in teaching performance forming the basis for the increment withholding recommendation are set forth in **Schedule A** attached hereto (which shall be held confidential by the Board and which shall be included in the minutes of the executive session maintained by the Board) submitted to the Board and considered by it in connection with this action;

**NOW, THEREFORE**, in accordance with N.J.S.A. 18A:29-14 the Randolph Township Board of Education determines, directs, and resolves that:

1. There be withheld from the employee identified on **Schedule A**, for the reasons set forth in **Schedule A**, both the employment salary increment and salary guide adjustment increment for the 2011-2012 school year, so that the salary of this employee for the 2011-2012 school year remains the same as the salary received by this employee during the 2010-2011 school year.

2. The increment withheld by this Resolution shall not be restored after the 2011-2012 school year unless so determined and directed by this Board.

3. The Board Secretary is hereby directed to provide the employee with a statement of reasons for this increment withholding, which shall be as stated in the written recommendation received by the Board from the Superintendent of Schools. Notice of the Board's action together with the statement of reasons shall be transmitted in writing to the employee within ten (10) days from the date of this Resolution.

4. This action is taken with the express intent that it is without prejudice to any other action which the Board or Superintendent may otherwise deem appropriate.

I hereby certify that this is a true and accurate copy of a Resolution adopted by the Randolph Township Board of Education on \_\_\_\_\_, 2011.

\_\_\_\_\_  
Board Secretary

On behalf of Finance, Facilities and Transportation Committee, Ms. Amy Sachs made a motion seconded by Mr. Harry Ruiz and carried unanimously by roll call vote to approve **Finance, Facilities and Transportation Motions 1 – 17** with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

**FINANCE/FACILITIES & TRANSPORTATION**

**AUGUST 16, 2011**

Amended: 8/16/11

**1. PAYMENT OF BILLS**

**RESOLVED**, the Randolph Township Board of Education approve the attached list of checks. **Finance Exhibits # 1 – 1.1**, and orders that they be attached to and made a part of the minutes.

|     |                           |                 |
|-----|---------------------------|-----------------|
| 1   | Check Register – 07/29/11 | \$ 3,395,445.86 |
| 1.1 | Check Register – 08/05/11 | \$ 2,100,513.59 |

## 2. BUDGET

**RESOLVED**, the Randolph Township Board of Education approve **July 2011** transfer, **Finance Exhibits # 2.1 & 2.2**, and orders that they be attached to and made a part of the minutes.

|     |                                     |
|-----|-------------------------------------|
| 2.1 | Monthly Transfer Report – 07/29/11  |
| 2.2 | Expense Account Adjustment 07/29/11 |

## 3. REPORT OF THE SECRETARY AND TREASURER

**WHEREAS**, the Randolph Township Board of Education has received the Report of the Secretary for the month of **July**, **Finance Exhibits # 3.1 – 3.5**, consisting of:

|     |                                       |
|-----|---------------------------------------|
| 3.1 | Interim Balance Sheet – 07/29/11      |
| 3.2 | Revenue Report – 07/29/11             |
| 3.3 | Budget Report – 07/29/11              |
| 3.4 | Petty Cash Report – 07/29/11          |
| 3.5 | Food Services Report – 07/29/11 (N/A) |
| 3.6 | Treasurer Report – 06/30/11           |

and

**WHEREAS**, the Randolph Township Board of Education has received the Report of the Treasurer for the month of **June 2011**, **Finance Exhibit # 3.6**,

| <b>July 31, 2011<br/>FUND</b>     | <b><u>CASH BALANCE</u></b> | <b><u>APPROPRIATION<br/>BALANCE</u></b> |
|-----------------------------------|----------------------------|---|
| (10) General Current Expense Fund | \$ 8,231,093.87            | \$ 285.00                               |
| (11) Current Expense              | -                          | 53,776,899.93                           |
| (12) Capital Outlay               | -                          | 501,448.69                              |
| (20) Special Revenue Fund         | (645,520.13)               | 70,595.33                               |
| (30) Capital Projects Fund        | (3,804.89)                 | -                                       |
| (40) Debt Service Fund            | (146,200.75)               | -                                       |
| (60) Food Service                 | (715,285.80)               | 1,695,592.92                            |
| (63) Community School             | 340,128.44                 | 1,160,617.48                            |
| <b><u>TOTAL</u></b>               | <b>\$ 7,060,410.74</b>     | <b>\$ 57,205,439.35</b>                 |

**WHEREAS**, in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education.

**NOW, THEREFORE, BE IT RESOLVED**, the Randolph Township Board of Education accepts the above referenced reports certification and orders that they be attached to and made a part of the minutes, and

**BE IT FURTHER RESOLVED**, in compliance with N.J.A.C. 6:20-2A.10(e), the Randolph Township Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of it's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

#### **4. RESCIND FINANCE, FACILITIES AND TRANSPORTATION MOTION NO. 3 OF MAY 10, 2011**

**WHEREAS**, on June 28, 2011, the Board appointed the law firm Schenck, Price, Smith & King, LLP, as Legal Counsel to the Board;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Education hereby rescinds the appointment of Kenny, Gross, Kovats & Parton as Board Counsel and Negotiations Counsel; and

**BE IT FURTHER RESOLVED**, that the Board hereby accepts the resignation of Parker McCay, P.A. as Special Education Counsel for the Board.

#### **5. MOTION TO APPROVE BOARD MEMBER REIMBURSEMENT FOR COST OF CRIMINAL HISTORY BACKGROUND CHECK**

**WHEREAS**, Assembly Bill 444, signed into law on May 26, 2011, disqualifies members of boards of education from serving in office if they have been convicted of certain crimes; and

**WHEREAS**, the statute also requires members to undergo criminal history background checks and to pay the cost of such investigations; and

**WHEREAS**, Assembly Bill 444 permits local boards of education to reimburse individual members for the cost of criminal history background investigations; and

**WHEREAS**, State law (N.J.S.A. 18A:12-4) prohibits the compensation of local board of education members; and

**WHEREAS**, members of the Randolph Township Board of Education devote significant time and substantial effort to the governance of the district's public schools; and

**WHEREAS**, the Randolph Township Board of Education believes that individual school board members, who are uncompensated, should be reimbursed for the cost the criminal history background investigations, which are necessary to continue serving in office.

**THEREFORE, BE IT RESOLVED**, that the Randolph Township Board of Education authorize reimbursement of individual members for the cost of the criminal history background investigations required by Assembly Bill 444; and,

**BE IT FURTHER RESOLVED**, that the Randolph Township Board of Education through its policy adoption process shall amend language to its policy 0142 – Board Member Qualifications, Prohibitive Acts and Code of Ethics, authorizing reimbursement of the criminal history record check for Board members in accordance with the provisions of P.L. 2011, Chapter 72.

**6. APPROVE THE AMENDED 2011 NO CHILD LEFT BEHIND (NCLB) APPLICATION:**

**MOTON**, to approve the submission of the amended 2011 **NO CHILD LEFT BEHIND (NCLB)** application. This amendment is to incorporate the 2010 No Child Left Behind carryover funds, as summarized in **Finance Exhibit # 4**, attached hereto and made a part of the minutes.

| <b><u>PROGRAM NAME</u></b> | <b><u>GRANT #</u></b> | <b><u>FY 2010-2011 AMOUNT</u></b> |
|----------------------------|-----------------------|-----------------------------------|
| NCLB Consolidated          | NCLB4330              |                                   |
| Title I – Part A           |                       | \$ 99,471                         |
| Title II – Part A          |                       | \$110,237                         |
| Title II – Part D          |                       | \$ 403                            |
| Title III                  |                       | \$ 17,978                         |
| Title III Immigrant        |                       | \$ 44,006                         |

**7. MOTION TO ENTER INTO AN AGREEMENT**

**WHEREAS**, the Randolph Township Board of Education previously approved a contractual agreement with **Metz & Associates Limited** to provide management services for the District's food services program for the 2010-2011 school year with four (4), one (1) year options to renew, and

**WHEREAS**, the Randolph Township Board of Education desires to exercise its option to renew the contractual agreement with **Metz & Associates Limited** to provide management services for the District's food services program for the 2011-2012 school year,

**BE IT RESOLVED**, that the district further incorporates the following contractual management/administrative fee(s) / guarantees into this motion as stated in an agreement between the Randolph Township School District and **Metz & Associates Limited**, for period beginning July 1, 2011 and ends on June 30, 2012.

#### MANAGEMENT FEE(S)/GUARANTEES

##### 1. Management/Administrative Fees

###### Management/Administrative Fees – Cents Per Meal

1. Metz & Associates. Ltd. will charge a management fee of \$0.045 per meal and meal equivalents served.

a. "Meals" shall be determined by actual count and are calculated by adding the number of National School Lunch Program meals, School Breakfast Program meals and After School Snack Program meals served to children. Cash receipts, other than from sales of National School Lunch Program meals, School Breakfast Program meals and After School Snack Program meals served to children, shall be divided by \$1.00 to arrive at meal equivalents.

2. Metz & Associates. Ltd. will charge an administrative fee of \$0.0538 per meal and meal equivalents served.

a. "Meals" shall be determined by actual count and are calculated by adding the number of National School Lunch Program meals, School Breakfast Program meals and After School Snack Program meals served to children. Cash receipts, other than from sales of National School Lunch Program meals, School Breakfast Program meals and After School Snack Program meals served to children, shall be divided by \$1.00 to arrive at meal equivalents.

##### 2. Guarantee (Profit)

Metz & Associates Ltd. guarantees that the bottom line on the operational financial report for 2011-2012 school year shall be a profit of \$150.44. If the actual profit is below this amount, Metz & Associates Ltd. will subsidize the bottom line for any amount less than the guarantee. This guarantee is contingent upon the following conditions:

##### 3. Guarantee Conditions

a. Proposed pricing schedule as per the proposed budget.

b. Commodity levels stay consistent with current year.

c. State & Federal reimbursement levels are at least equal to 2010-2011 levels.

- d. USDA donated commodities offered are at least equal to 2010-2011 levels.
- e. Proposed staffing schedule shall be per the proposed budget.
- f. Medical and Dental insurance remains consistent with proposed budget.
- g. LEA's enrollment and ADA will be at the levels as stated in the proposed budget.
- h. Equipment and repairs will be paid by the LEA.
- i. There will be no limitations on the sale of menu items and a la carte items, except that they meet State and District Nutrition Policies.
- j. LEA will have the number of feeding days as stated in the proposed budget.
- k. Enrollment and average daily attendance will be at least equal to the 2010-2011 levels.
- l. Metz & Associates, Ltd. will be held harmless in the event of a work stoppage within the LEA.
- m. The Local Education Agency and the Food Service Management Company must mutually agree upon any changes in staffing, wages and benefits.
- n. Should the LEA Board of Education or the LEA Administration require a cafeteria staffing plan other than that proposed or as determined by FSMC as appropriate, the guarantee will be adjusted accordingly for the resultant costs of extra labor.
- o. Should any school policy or other regulation alter any condition in the budget projections and supplementary statistics, including but not limited to the expected enrollment, the school lunch requirements, the a la carte program, the space of kitchen, vending and cafeteria areas, then the guarantee will be adjusted accordingly.
- p. In the event of unscheduled events such as strikes, layoffs, reduced or cancelled school days, bomb threats or emergency closings, the guarantee will be adjusted on a pro-rata basis, based upon the actual school days as compared to the projected number of school days.
- q. Costs for additional labor coverage related to any sick, retirement, or other benefit days or allocations earned or accumulated prior to the start of the

contract or acquired during the contract are not included in the guarantee and the guarantee will be adjusted accordingly for such costs.

- r. No change to school policy that significantly affects operating expenses.
- s. No restrictions on menu and ala carte offerings except that they meet previously stated in NJ State guidelines.
- t. No change in the Federal or State regulations that would impact the cafeteria operating revenue and expenses.

In the event the forgoing conditions are not met during the school year, Metz & Associates guarantee obligation shall be reduced by an amount equivalent to any increase cost or loss of revenue attributable to the changes in such conditions.

**NOW, THEREFORE, BE IT RESOLVED**, that the Randolph Board of Education enter into an agreement with **Metz & Associates Limited** to provide management services for the District's food services program for the 2011-2012 school year, and further subject to the approval from the New Jersey Department of Agriculture. The contract agreement shall be in place for period of one year with three (3), one (1) year options to renew remaining.

**8. APPROVAL OF SHARED SERVICES AGREEMENT FOR THE CONSTRUCTION AND OPERATION OF A PUBLIC WORKS VEHICLE MAINTENANCE GARAGE FOR THE TOWNSHIP OF RANDOLPH AND THE RANDOLPH TOWNSHIP BOARD OF EDUCATION**

**BE IT RESOLVED**, the Randolph Township Board of Education approve the shared services agreement between the Township of Randolph and the Randolph Township Board of Education, as summarized in **Finance Exhibit # 5**, attached hereto and made a part of the minutes.

**9. MOTION TO APPROVE SHARED SERVICES AGREEMENT**

**BE IT RESOLVED**, the Randolph Township Board of Education approve an **Shared Services Agreement** between the Randolph Board of Education and the **Township of Randolph** for computer network services as summarized in **Finance Exhibit # 6**, attached hereto and made a part of the minutes.

**10. MOTION TO APPROVE DISTRICT WALKING AREAS**

**BE IT RESOLVED**, the Randolph Township Board of Education designate and approve the areas of the Township that shall be walking areas, to designate and approve areas of the Township that shall receive school transportation, as summarized in **Finance Exhibit # 7**, attached hereto and made a part of the minutes.

**11. APPROVAL OF THE EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY SHARED SERVICES AGREEMENT**

**BE IT RESOLVED**, the Randolph Township Board of Education approve the Education Services Commission of Morris County Shared Services Agreement for **BIDDING / PURCHASING, PROGRAM 2011-2012**, as summarized in **Finance Exhibit # 8**, attached hereto and made a part of the minutes.

**12. MOTION TO APPROVE THE SUBMISSION OF AMENDED 2011 IDEA APPLICATION**

**BE IT RESOLVED**, the Randolph Township Board of Education approve the submission of the amended 2011 **INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)** application. The amendment includes \$258 Basic and \$1,021 pre-school carryover from the 2009-10 fiscal year.

**BASIC** (ages 3-21):           \$ 1,016,841

**PRESCHOOL** (ages 3-5): \$    47,361

**13. MOTION TO APPROVE CONTRACT AGREEMENT**

**BE IT RESOLVED**, the Randolph Township Board of Education approve an agreement with Ms. Patricia Dunne, for professional services as outlined in **Finance Exhibit # 9**, attached hereto and made a part of the minutes.

**14. ACCEPTANCE OF DONATIONS**

**BE IT RESOLVED**, the Randolph Township Board of Education accept the following donations:

- **Community School:** donation in-kind of five (5) refurbished laptops from First Energy for students use in the childcare programs.
  
- **High School:** from the Randolph Football Club, donation of building material and labor to assemble new wooden lockers with lock boxes for valuables in the Varsity side of field house. Estimated value of material and labor is approximately \$4,000.

**BE IT FURTHER RESOLVED**, that Ms. Elaine Voorhis, Director of Community School, Ms. Deborah Iosso, Principal of Randolph High School acknowledge the donations in a letter to the appropriate parties.

**15. MOTION TO ALLOW BOARD MEMBER TRAVEL TO ATTEND NJSBA MANDATED TRAINING FOR 2011 – 2012 SCHOOL YEAR**

**BE IT RESOLVED**, The Randolph Township Board of Education allow Board member travel to attend New Jersey School Board Association (NJSBA) mandated training, based on State's Accountability Act. In-person mandated training offered free of charge, however, web-based training will carry a \$50.00 fee per participant, cancellation fees apply.

**BE IT FURTHER RESOLVED**, that attending Board members be reimbursed mileage expenses and reasonable incidental expenses, in accordance with district policy 9250 – *Expenses and Reimbursements*.

*Any cancellations made up to 10 working days prior to the program date will be processed free of charge. Cancellations made between 10 working days and 72 hours of the program date will be charged \$25. Cancellations made within 72 hours and no shows will be charged \$50. A cancellation fee will also be charged for changing a registration.*

**16. MOTION TO ALLOW BOARD MEMBER AND ADMINISTRATOR TRAVEL**

**BE IT RESOLVED**, The Randolph Township Board of Education allow the Board Members and Administrators to attend the annual co-sponsored **NJSBA / NJASBO / NJASA Workshop, October 24 – 26, 2011, Atlantic City Convention Center, Atlantic City, New Jersey**. Reimbursement of registration fees, mileage, meals and incidental expenses, subject to the limitations and conditions set forth in *OMB Circular 08-19* and on OMB circular 06-14, and in accordance with district policy 9250 – *Expenses and Reimbursements*.

Group Registration Fee: \$ 750.00 (*NJSBA members only up to 11 members*) or Individual Registration Fee: \$150.00 / per member.

*Cancellation Fees may apply*

**A.C. - PER DIEM HOUSING LIMIT PER PERSON:**

Lodging: \$ **100.00** / night

Room tax and tourism fees: (varies from \$5-\$10/day)

Meals: (M&I.E.): per GSA federal per diems apply.

Mileage: 31cents / mile.

Plus other miscellaneous costs, may include reasonable gratuities

*Note: Each attendee shall reimburse the district cost differential between the allowable domestic per diem rate vs. actual lodging charge (where applicable)*

The following will attend:

**Board Members**

## **Administrators**

Dr. David Browne

Miss Jennifer Fano

### **17. MOTION TO AUTHORIZE AND DIRECT BUSINESS ADMINISTRATOR/BOARD SECRETARY FOR PRELIMINARY PLANNING OF REFERENDUM**

The Business Administrator/Board Secretary is authorized and directed to take steps necessary for preliminary planning for a proposed school capital improvement program, including directing the school district's professionals to assist and make recommendations for consideration by the Board, and to expend for this purpose not exceeding \$ 50,000.

On behalf of the Education Committee, Board member Ms. Martorana made a motion seconded by Mr. David Rosenblatt and carried unanimously by roll call vote to approve **Education Motions A – F**, with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

### **EDUCATION MOTIONS – AUGUST 16, 2011 – VERSION 3**

#### **A. Curriculum**

1. **MOTION** to approve the Randolph High School Science curriculum: *Science in a Changing World*.
2. **MOTION** to approve the Randolph Schools Music curriculum: *Grades 4 – 12 Choir*.
3. **MOTION** to approve the Randolph elementary Math curriculum: *Every Day Math – Grade K*.
4. **MOTION** to approve the Randolph elementary Math curriculum: *Every Day Math – Grade 1*.
5. **MOTION** to approve the Randolph elementary Math curriculum: *Every Day Math – Grade 2*.
6. **MOTION** to approve the Randolph Middle School curriculum: *Reading and Language Arts – Grade 6*.
7. **MOTION** to approve the Randolph Middle School curriculum: *Reading and Language Arts – Grade 7*.

8. **MOTION** to approve the Randolph Middle School curriculum: *Reading and Language Arts – Grade 8*.
9. **MOTION** to approve the Randolph High School Social Studies curriculum: *World History Honors*.
10. **MOTION** to approve the Randolph High School Social Studies curriculum: *Ethics Honors*.
11. **MOTION** to approve the Randolph High School Social Studies curriculum: *Philosophy Honors*.
12. **MOTION** to approve the Randolph High School Social Studies curriculum: *Sociology*.
13. **MOTION** to approve the Randolph High School Social Studies curriculum: *Human Behavior*.
14. **MOTION** to approve the Randolph High School Social Studies curriculum: *Criminal Law*.
15. **MOTION** to approve the Randolph High School Social Studies curriculum: *Civil Law*.
16. **MOTION** to approve the Randolph Middle School Social Studies curriculum: *US History - Grade 6*.
17. **MOTION** to approve the Randolph Middle School Social Studies curriculum: *Civics and World Geography - Grade 7*.

**B. Textbooks**

1. **MOTION** to approve the following High School Science textbook at a total cost of \$552.53:
  - ◆ *Taking Sides: Clashing Views in Environmental Issues* (McGraw-Hill – 2010)

**C. Professional Development**

1. **MOTION** to approve all Randolph Middle School language teachers to attend a one day RosettaStone training session to be held during September 2011. Costs to be paid by district funds.
2. **MOTION** to approve all Randolph elementary teachers (grades kindergarten, one, and two) to attend EveryDay Math 2012 training sessions to be held during September 2011. Costs to be paid by district funds.

3. **MOTION** to approve all Randolph elementary teachers (grades four and five) to attend Social Studies TCI training workshops during the month of October 2011. Costs to be paid by district funds.

4. **MOTION** to approve the following professional development opportunities:

**DISTRICT FUNDING**

| LAST NAME    | FIRST NAME | SCHOOL | NAME OF WORKSHOP  | DATE OF WORKSHOP  | WORKSHOP TOTAL COST |
|--------------|------------|--------|---|---|---------------------|
| Cusmano-King | Jennifer   | RHS    | New Jersey Science Convention                                       | 10/11/11 & 10/12/11   | \$170.70            |
| Cusmano-King | Jennifer   | RHS    | New Jersey Educational Computing Cooperative (NJECC)                | 9/23/11, 10/21/11, 11/18/11, 12/16/11, 1/20/12, 2/17/12, 3/13/12, 3/14/12, 3/15/12, 4/20/12, 5/18/12, 6/15/12 | \$136.15            |
| Cusmano-King | Jennifer   | RHS    | Montclair State University Network for Educational Renewal (MSUNER) | 9/28/11, 1/18/12, 5/10/12   | \$34.05             |
| Feree        | Tess       | RMS    | Montclair State University Network for Educational Renewal (MSUNER) | 9/28/11   | \$119.24            |
| Neves        | Michael    | CO     | ASBO International 2011 Annual Meeting & Expo                       | 9/16/11 - 9/19/11   | \$3,277.15          |
| Buchanan     | Andrew     | RHS    | 2011-2012 County/State Facility Teacher of the Year Ceremony        | 9/26/11   | \$103.00            |
| Budd         | Luanne     | RHS    | AMTNJ Math Supervisory Conference 2011                              | 9/21/11   | \$100.00            |

**Special Education**

1. **MOTION** to approve the following agency to provide transition services to Randolph Students for school year 2011/2012 at the rate of \$60.00 per hour:

*Community Personnel Services, Inc.*

2. **MOTION** to approve the following agency to provide home instruction services to Randolph Students for school year 2011/2012 at the rate of \$54.00 per hour:

*Saint Clare's Hospital*

3. **MOTION** to approve the following agency to provide applied behavior analysis therapy to Randolph Student **SE12-08** **Grade 7** for school year 2011/2012 at the rate of \$90.00 per hour:

*North Jersey Outreach/KDDS TOO, Inc.*

4. **MOTION** to approve the following agency to provide parent training to Randolph Student **SE12-08** **Grade 7** for school year 2011/2012 at the rate of \$150.00 per hour:

*North Jersey Outreach/KDDS TOO, Inc.*

5. **MOTION** to approve the following agency to provide parent/home coordination to Randolph Student **SE12-08** **Grade 7** for school year 2011/2012 at the rate of \$150.00 per hour:

*North Jersey Outreach/KDDS TOO, Inc.*

**D. Textbook Disposal**

1. **MOTION** to approve the disposal of the following Social Studies textbooks. The textbooks are over ten years old and no longer in use.

| QUANTITY | TITLE                 | ISBN           | COPYRIGHT |
|----------|-----------------------|----------------|-----------|
| 280      | World History         | 395-87274      | 1999      |
| 260      | The Americans         | 86609-800-3    | 1991      |
| 210      | American Nation       | 0-13-063710-6  | 1995      |
| 310      | United States History | 0-130-23304-8  | 2001      |
| 250      | World Geography       | 0-02-8217373-3 | 1995      |

**E. Field Trips**

1. **MOTION** to approve field trips for Randolph Middle School on the following dates. Costs for transportation and any associated fees will be paid by (i.e. students, club names, etc.) No student will be deprived of participation due to financial hardship.

| DATE | GRADE/<br>CHAPERONES | TRIP | FEE PAID<br>BY<br>STUDENT | # OF<br>STUDENT<br>S |
|------|----------------------|------|---------------------------|----------------------|
|------|----------------------|------|---------------------------|----------------------|

|                         |   |  | <b>S</b>             |                                    |
|-------------------------|---|--|----------------------|------------------------------------|
| Sept. 2011<br>Oct. 2011 | 6 <sup>th</sup> Grade Students 3<br>day Environmental<br>Education Experience                             | Speers-Eljabar<br>Camp, PA   | \$225.00             | 340 approx.                        |
| Oct. 2011               | ESL Students/M.Land   | Sun High<br>Orchards,<br>Randolph, NJ  | \$12 to \$15         | 10 approx.                         |
| Nov. 2011               | FCCLA Club/Mrs.<br>GaNung   | FCCLA Leadership<br>Conference Pines<br>Manor, Edison, NJ  | \$50.00<br>approx.   | 10 - 15                            |
| Dec. 2011<br>Mar. 2012  | Gateway Students/C.<br>Taylor   | Morristown<br>Performing Arts,<br>NJ   |                      | 12 approx.                         |
| Dec. 2011<br>May 2012   | Spanish Students/Mrs.<br>Ferrentino   | El Primer Paso,<br>Dover, NJ   | \$10.00<br>approx.   | 30 approx.                         |
| Dec. 2011<br>Mar. 2012  | Gateway Students/ Mrs.<br>Taylor  | Mock Trial at<br>Randolph<br>Township<br>Courthouse, NJ  | \$0                  | 2 trips/20<br>students<br>per trip |
| Jan. 2012               | N.J. Science and<br>Technology/K. Reiche  | Science Olympiad   | \$36.00<br>approx.   | 18 to 20<br>2 – 4<br>parents       |
| Mar. 2012               | Gateway Students<br>C. Taylor   | Living Time Line<br>visit Elementary<br>Schools  | \$0                  | 4 trips/20<br>students<br>per trip |
| Mar. 2012               | Science Olympiad/Ms.<br>Reiche & 1 parent   | NJIT, Jersey City,<br>NJ   | \$36.00<br>approx.   | 17                                 |
| Mar. 2012               | FCCLA Club/Mrs.<br>GaNung   | FCCLA Leadership<br>Conference Pines<br>Manor, Edison, NJ  | \$50.00<br>approx.   | 10 - 15                            |
| Apr. 2012<br>May 2012   | Grade 8/S. Coleman  | Peter's Valley<br>Craft Education<br>Center, NJ  | \$80.00              | 25 approx.                         |
| May 2012                | 8 <sup>th</sup> Gr. Ensemble<br>Students/Mrs.<br>Griggs/Mr. Popat/Mrs.<br>Devito/15 parents               | 8 <sup>th</sup> Gr. Band/8 <sup>th</sup><br>Gr. Orchestra/ 8 <sup>th</sup><br>Gr. Choir Dorney<br>Park, PA | \$90.00<br>approx.   | 150 approx.                        |
| May 2012                | 8 <sup>th</sup> Gr. Ensemble<br>Students/Mrs.<br>Griggs/Mr. Popat/Mrs.<br>Devito/Mr. Murphy/15<br>parents | 8 <sup>th</sup> Gr. Jazz, Con<br>Brio, Percussion<br>and Canzonetta 6<br>Flags Great<br>Adventure, NJ      | \$90.00              | 150.<br>approx.                    |
| Spring<br>2012          | Mathcounts/Mrs. Mutz  | Mathcounts<br>Competition,<br>Montclair State<br>University, NJ  | \$0 Parents<br>drive | 15 approx                          |
| May 2012                | Peer Leaders/Mrs.   | Diversity Council,   | \$0                  | 24 approx.                         |

|           |   |                         |                    |     |
|-----------|---|-------------------------|--------------------|-----|
|           | Auerbach  | Kean University,<br>NJ  |                    |     |
| Jun. 2012 | 8 <sup>th</sup> Grade Class Trip/30<br>Teacher Chaperones | Lake Tomahawk,<br>NJ    | \$34.00<br>approx. | 450 |
| May 2012  | Tech students/<br>Competition Team /3<br>chaperones       | JCPL, Morristown,<br>NJ | \$8.00<br>approx   |     |
| Jun. 2012 | Junior Solar Sprints<br>Team and Mr. Feld                 | JCPL, Morristown,<br>NJ | \$8.00<br>approx   | 450 |

Additional annual field trips:

|           |  |                                  |         |    |
|-----------|--|----------------------------------|---------|----|
| Mar. 2012 | Jazz Ensemble/Mr.<br>Popat<br>2 chaperones | Bridgewater Jazz<br>Festival, NJ | \$10.00 | 25 |
| Mar. 2012 | MS percussion/Mr.<br>Murphy                | Scotch Plains, NJ                | \$30.00 | 30 |

**2. MOTION** to approve field trips for Randolph High School on the following dates. Costs for transportation and any associated fees will be paid by students. No student will be deprived of participation due to financial hardship.

| <b>DATE</b>            | <b>GRADE/ CHAPERONES</b>                             | <b>TRIP</b>  | <b>FEE PAID BY</b>  | <b># OF STUDENTS</b> |
|------------------------|--|--|---------------------|----------------------|
| Sept. or<br>Oct. 2011  | Grades 9 – 12<br>M. Ingenito, P. Carew               | Grounds for<br>Sculpture,<br>Hamilton, NJ                        | \$20.00<br>students | 45                   |
| Oct. or<br>Nov. 2011   | Grades 10 – 12<br>M. Ingenito & TBD                  | Museo del Barrio<br>NYC  | \$20.00<br>students | 40                   |
| Feb. 2012              | Grades 10 – 12<br>M. Ingenito, K. Fogas, P.<br>Carew | MoMa, NYC  | \$25.00<br>students | 45                   |
| March or<br>April 2012 | Grades 10 – 12<br>M. Ingenito & TBD                  | United States<br>Holocaust Memorial<br>Museum,<br>Washington, DC | \$40.00<br>students | 30                   |
| Oct. 2011              | Grades 9 – 12<br>D. Crannell & TBD                   | Last Fling Pumpkin<br>Sling, Warren, NJ                          | \$15.00<br>students | 30                   |
| Oct. 9,<br>2011        | Grades 9 – 12<br>G. McGrath & TBD                    | Key Club Rally at<br>Great Adventure,<br>Jackson, NJ             | \$75.00<br>students | 50                   |
| Sept. 15,<br>2011      | Grades 11 & 12<br>Aaron Baker & TBD                  | Science Education<br>boat trip, Cape May,<br>NJ                  | \$45.00<br>students | 48                   |
| Sept. 27,              | Grades 11 & 12                                       | Solar Decathlon  | \$50.00             | 48                   |

|                             |  |   |                      |            |
|-----------------------------|--|---|----------------------|------------|
| 2011                        | Aaron Baker & TBD                                  | Washington, DC  | students             |            |
| Oct. 13, 2011               | Grades 11 & 12<br>Aaron Baker & TBD                | Sunrise Mountain,<br>Stokes State Forest,<br>NJ                           | \$10.00<br>students  | 48         |
| Oct. 27, 2011               | Grades 11 & 12<br>Aaron Baker & TBD                | SCMUA Landfill tour<br>in Lafayette, NJ                                   | \$10.00<br>students  | 48         |
| Dec. 15, 2011               | Grades 11 & 12<br>Aaron Baker & TBD                | NJ State Aquarium,<br>Camden, NJ  | \$45.00<br>students  | 48         |
| Mar 1, 2012                 | Grades 11 & 12<br>Aaron Baker & TBD                | Bypass Surgery<br>observation, Liberty<br>Science Center, NJ              | \$45.00<br>students  | 48         |
| April 26, 2012              | Grades 11 & 12<br>Aaron Baker & TBD                | Kidney Transplant<br>Surgery observation<br>Liberty Science<br>Center, NJ | \$45.00<br>students  | 48         |
| April 19, 2012              | Grades 11 & 12<br>Aaron Baker & TBD                | Roxbury Wastewater<br>Plant Tour, NJ                                      | \$5.00<br>students   | 48         |
| May 24, 2012                | Grades 11 & 12<br>Aaron Baker & TBD                | Bodies: Exhibit in<br>New York City                                       | \$45.00<br>students  | 48         |
| May 31, 2012                | Grades 11 & 12<br>Aaron Baker & TBD                | Upper Delaware<br>River Canoe/Float<br>trip, Port Jervis                  | \$45.00<br>students  | 48         |
| Mar/Apr. 2012               | Grades 9 – 12<br>R. Christie, R. Finning, &<br>TBD | America's Got Talent<br>New York City                                     | \$25.00<br>students  | 100        |
| Nov/Dec. 2011               | Grades 9 – 12<br>R. Christie, R. Finning, TBD      | Shongum, Ironia,<br>Center Grove &<br>Fernbrook                           | None                 | 4 per trip |
| Oct/Nov. 2011               | Grades 9 – 12<br>R. Christie, R. Finning           | Millionaire Show,<br>New York City  | \$30.00<br>students  | 30         |
| Nov. 2011                   | R. Christie, R. Finning                            | Hofstra Univ.<br>NY/Quinnipiac/or<br>Fairfield, CT                        | \$30.00<br>students  | 50         |
| Nov. or<br>May<br>2011/2012 | Grades 9 – 12<br>R. Finning, R. Christie, TBD      | Maury Show NYC  | Free for<br>students | 50         |
| Dec. 2011<br>or May<br>2012 | Grades 9 – 12<br>R. Finning, R. Christie, TBD      | Clearview Cinema,<br>Succasunna, NJ                                       | \$15.00<br>students  | 200        |
| Feb/Mar                     | Grades 9 – 12                                      | Museum of Moving  | \$20.00              | 100        |

|                 |   |                           |                     |    |
|-----------------|---|---------------------------|---------------------|----|
| 2012            | R. Christie, R. Finning, TBD                  | Images, NYC               | students            |    |
| Mar/May<br>2012 | Grades 9 – 12<br>R. Christie, R. Finning, TBD | Doug Show,<br>Connecticut | \$10.00<br>students | 50 |

#### **F. Miscellaneous**

1. **MOTION** to approve the creation of the following Ironia School club and stipends:

- Student Newspaper Club “The Ironia Ink” with two advisors (Stipend: \$1,275/each). For the 2011-2012 school year, the club will run from January 2 to May 21, 2012 with a stipend of \$637.50/each. Stipend to be paid from account 11-401-100-110-15-1014.

#### **ADDENDUM**

2. **MOTION** to approve an NCLB Title I Study Skills Group at Fernbrook School with a stipend of **\$1,275.00**. This group will meet two days per week after school for 18 sessions (including two hours of planning time) for the period September 19 through November 14, 2011. Costs will be paid by 2011 NCLB Title I funds.

On behalf of the Policy Committee, Board member Ms. MaryAnn Spagnuolo made a motion seconded by Mr. Harry Ruiz and carried unanimously by roll call vote to approve **Policy Motions 1 – 2** with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

#### **POLICY MOTIONS**

**August 16, 2011**

1. **RESOLVED**, that the Board of Education hereby approves the amendments to policy 5512.01, Harassment, Intimidation & Bullying (M), in accordance with applicable code and law.
2. **MOTION** to approve the policy 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries for second reading.

#### **Public Discussion**

Randolph resident requested access and clarification on new proposed high school grading program. She further questioned the participation in the ropes course and

associated cost.

**Adjournment**

Board member Mr. Harry Ruiz made a motion, seconded by Ms. MaryAnn Spagnuolo and carried unanimously by roll call vote to adjourn the meeting at 10:25 p.m. with an exception:

Board member Mr. Al Matos, Mr. Charles Mooney and Ms. Jeanne Stifelman were absent.

The board adjourned the meeting at 10:25 p.m.

Respectfully submitted,

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Michael S. Neves  
Board Secretary