

The Organization meeting of the Great Meadows Regional Board of Education was held on Monday, April 28, 2008, at the Great Meadows Middle School, Independence Township. The meeting was called to order at 7:30 PM by Julie Mumaw, Board Secretary. A statement was read that adequate notice of the meeting had been given in accordance with the Open Public Meetings Act.

Board Secretary read the results of the election and administered the Oath to new board member Richard Wall and re-elected board members Jennifer Cassini and Joe Mahal.

Flag Salute.

**ROLL CALL:**

Present: Richard Alexander, Jennifer Cassini, Maryann Citro, Peggy Faulborn, Joe Mahal, Matthew Mowatt, Bernie O'Hara, William Vonder Haar, and Richard Wall.

Absent: None

There were 20 members of the public in attendance.

Board Secretary called for nominations for President. Jennifer Cassini was nominated by Matt Mowatt.

Vote for Jennifer Cassini as President was by show of hands.  
4 yes, 5 no.

Board Secretary called for any other nominations for President. Peggy Faulborn was nominated by Joe Mahal.

Vote for Peggy Faulborn as President was by show of hands.  
3 yes, 6 no.

Board Secretary called for any other nominations for President. Bernie O'Hara nominated Joe Mahal.

Vote for Joe Mahal as President was by show of hands.  
2 yes, 7 no.

Since you must be elected by a majority vote, another vote for President was taken.

Board Secretary called for nominations for President. Jennifer Cassini was nominated by Matt Mowatt.

Vote for Jennifer Cassini as President was by show of hands.  
6 yes, 3 no.

Board Secretary called for any other nominations for President. Peggy Faulborn was nominated by Joe Mahal.

Vote for Peggy Faulborn as President was by show of hands.  
3 yes, 6 no.

Jennifer Cassini was elected President. 6 yes, 3 no.

Board Secretary called for nominations for Vice-President. Joe Mahal was nominated by Jennifer Cassini.

Vote for Joe Mahal as Vice-President was by show of hands. Joe Mahal was elected Vice-President. 9 yes, 0 no.

Meeting was turned over to Jennifer Cassini, President.

Upon recommendation of the Superintendent, motion by Maryann Citro, seconded Matt Mowatt, to approve the following appointments effective July 1, 2008 through June 30, 2009.

- a. Board Secretary/Business Administrator - Julie Mumaw
- b. Treasurer of School Monies - Paula Hatch
- c. Attorney - Courter, Kobert & Cohen PC, Hackettstown, NJ
- d. School Auditors - Ardito & Company, Stroudsburg, PA
- e. School Physician - Dr. Sanjay Jain, Hackettstown, NJ
- f. Affirmative Action Officer for the District - Noreen Lishak
- g. Affirmative Action Compliance Officer (i.e. contracts) - Julie Mumaw
- h. Attendance Officers - Principals of each school building
- i. District Purchasing Agent - Business Administrator
- j. Integrated Pest Management Coordinator - Russ Warne
- k. Right to Know Officer - Russ Warne
- l. School Architect - Gianforcaro Architects, Chester, NJ

Motion carried in a voice vote with Vonder Haar voting no to (c.) Attorney.

Upon recommendation of the Superintendent, motion by Maryann Citro, seconded Richard Alexander, to approve the following designations and signatures effective July 1, 2008 through June 30, 2009, plus the meeting schedule and annual agenda. Items (a.) through (i.)

Motion carried in a voice vote with Vonder Haar and Wall voting no to item (d.)

- a. Official Newspapers - The Express Times, Star Ledger, and Warren Reporter as alternate to be used when time lines for Express Times cannot be met.
- b. Bank Depositories:  
Bank of America: General Account, Payroll Agency, and Salary Account  
First Hope Bank Great Meadows Branch: Three Principals' Checking Accounts, CST Checking Account, Board Office Checking Account, School Building Class Funds, and Great Meadows

Regional Hot Lunch Program Account

Signatures required for each account shall be as follows:

General Account and Capital Project Account - Any three of the following: President or Vice-President; Board Secretary; and Treasurer

Building Class Funds - Any two of the following: Building Principal, Principal's Secretary, Board Secretary

Hot Lunch Program - Any two of the following: Board Secretary, Human Resources Secretary and Cafeteria Manager

Payroll Agency and Salary Account - Treasurer

Principal Accounts - any one of the following: Building Principal or Board Secretary

CST Checking Account - any one of the following: CST Director, Board Secretary or Human Resources Secretary

Board Office Checking - any one of the following: Superintendent, Board Secretary or Human Resources Secretary

- c. Designate Business Administrator as the person responsible for Investments.
- d. Authorize Superintendent, Jason Bing, to make line item transfers between Board Meetings which will be presented for approval at the following Board meeting.
- e. Petty cash funds be established for July 1, 2008 through June 30, 2009 in the amount of \$75 each for Liberty School Office, Central School Office, Middle School Office, Child Study Team and Business Office and that the secretary in each office be designated as the individual who will be responsible for the proper disposition of such funds.
- f. The firm of Brown & Brown be designated as Insurance Agents of Records for the 2008-2009 school year and that all existing policies be renewed July 1, 2008.
- g. Meeting Schedule - Currently 7:30 PM, 2<sup>nd</sup> Monday for workshop meetings held in the Middle School Media Center and 4<sup>th</sup> Monday of each month for regular meetings held at the Middle School Dining Room (as per law, meetings must be public, start no later than 8 PM, and regular meetings must be held at least once every two months while school is in session).

WORKSHOP BOARD MEETINGS - SECOND MONDAY OF EACH MONTH

(Action may or may not be taken at these workshop meetings)

2008 - May 12, June 9, July 14, August 11, September 8,  
October 13, November 10, December 8

2009 - January 12, February 9, March 9,  
April 20 (3<sup>rd</sup> Monday)

REGULAR MEETINGS - FOURTH MONDAY OF EACH MONTH

2008 - May 27 (Tuesday), June 23, July 28, August 25, September 22,

October 27,  
November 24, December (no meeting)

2009 - January 26, February 23, March 23,  
April 27 (Organizational)

TIME OF MEETINGS

7:30 PM

PLACE OF MEETINGS

Great Meadows Middle School  
Dining Room  
273 Route 46  
Great Meadows, NJ

The Annual Agenda for the Regular Board meetings shall be as follows:

- A. Opening - Roll Call
  - B. Recognitions and Awards
  - C. Communications to the Board
  - D. Superintendent's Report
  - E. Curriculum Update
  - F. Committee Reports
  - G. Hackettstown BOE Representative's Report
  - H. Independence Township Representative's Report
  - I. Liberty Township Representative's Report
  - J. Requests from Floor - Public Comment
  - K. Action Items
  - L. Unfinished Business
  - M. New Business
  - N. Adjournment
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- h. All existing By-laws, Policies and Regulations of the Great Meadows Regional Board of Education be adopted for the school year July 1, 2008 through June 30, 2009.
  - i. All existing curricula and textbooks of the Great Meadows Regional Board of Education be adopted for the school year July 1, 2008 through June 30, 2009.

Motion by Peggy Faulborn, seconded by Matt Mowatt, to approve the following appointments of Board Members. Items (j.) and (k.)

Motion carried in a voice vote.

- j. Following appointments of Board Members:
  - 1. Warren County School Board Association Representative - Jennifer Cassini. Alternate - Richard Wall.
  - 2. New Jersey School Board Legislative Delegate Representative - William Vonder Haar. Alternate - Jennifer Cassini.

3. Tabled.

- k. Great Meadows Regional School District Representative on the Hackettstown Board of Education for one year until next organization meeting - Peggy Faulborn.

Motion by Peggy Faulborn, seconded by Maryann Citro, to approve the minutes from March 10, 2008 and March 25, 2008.

Motion carried in a voice vote.

Motion by Richard Alexander, seconded by Matt Mowatt, to approve the executive session minutes from March 25, 2008.

Motion carried in a voice vote.

Motion by Richard Alexander, seconded by Matt Mowatt, to accept the Financial Report of the Secretary and Treasurer for the months ending March 31, 2008, as per copies attached and to certify that as of March 31, 2008, after review of the Secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, that to the best of my knowledge, no major account or fund has been over expended in violation of NJAC 6:20-2.12(e) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion carried in a voice vote.

Motion by Maryann Citro, seconded by Bernie O'Hara, to approve the bills from March 25, 2008 through April 28, 2008 in the amount of \$1,595,650.17.

Motion carried in a voice vote.

Motion by Matt Mowatt, seconded by Bernie O'Hara, to approve the cafeteria bills from March 26, 2008 through April 28, 2008 in the amount of \$21,738.86.

Motion carried in a voice.

Jason Bing, Superintendent's Update.

Noreen Lishak, Curriculum Update.

Public Comment: None

- 14.1** Upon recommendation of the Superintendent, motion by Richard Alexander, seconded by Maryann Citro, to approve the following **Personnel and Buildings/Grounds/Transportation** items 14.1.1 to 14.1.10.

Motion carried in a roll call vote with Vonder Haar voting no to item 14.1.8.

- 14.1.1** Approve a maternity leave for Anne Amundsen, 6<sup>th</sup> grade special education teacher, effective September 26, 2008 through March 1, 2009.

- 14.1.2 Approve two weeks leave of professional time for Christine Kohl, Great Meadows Middle School nurse, to visit Mainland China in the fall of 2008.
- 14.1.3 Approve Megan King and Lisa Tran, Centenary College students, to complete their 15-week practicum effective September 3, 2008 through December 23, 2008 with Judy Williams at Central School and Karen Ryan at Liberty School.
- 14.1.4 Approve Karen Lund and Jacqueline Schwier as substitute teachers in Great Meadows Regional School District for the 2007-2008 school year.
- 14.1.5 Approve the Great Meadows Regional School District calendar for the 2008-2009 school year.
- 14.1.6 Approve Jessica Erling, Centenary College student, to perform an observation of ten hours in a grade K-2 classroom during the spring semester.
- 14.1.7 Approve Suzanne Pollack, College of Saint Elizabeth student, to perform a two-hour kindergarten classroom observation in April 2008.

- 14.1.8 Approve the following stipends:

Mike Hann - retention - \$1,500.00

Israel Marmolejos - Dean of Discipline - \$1,000.00

Dana Jacoski - DRA-2 Training Workshop

3/31/08, 4/1/08, 4/3/08, 4/4/08 = 6 hours + 4 hours prep

10 hours x \$32.00 per hour = \$320.00

Jody Schantzenbach - DRA-2 Training Workshop

3/31/08, 4/1/08, 4/3/08, 4/4/08 = 6 hours + 4 hours prep

10 hours x \$32.00 per hour = \$320.00

- 14.1.9 Employ Thomas Hershey as a maternity leave substitute teacher for Dana Jacoski, Resource Room teacher at Liberty School, at the rate of \$80.00 per diem effective April 29, 2008 through June 30, 2008.
- 14.1.10 Employ Linda Salernitano as a maternity leave substitute teacher for Jessica Toussaint, 7<sup>th</sup> grade teacher at Great Meadows Middle School, at the rate of \$80.00 per diem effective April 28, 2008 until Ms. Toussaint's return.
- 14.2 Upon recommendation of the Superintendent, motion by Richard Alexander, seconded by Matthew Mowatt, to approve the following **Policy/Finance** items 14.2.1 to 14.2.6.

Motion by William Vonder Haar, seconded by Maryann Citro, to table By-Law #9021 from item 14.2.1.

Motion carried in a roll call vote tabling By-Law (9021 from item 14.2.1 and Vonder Haar voting no to items 14.2.2 and 14.2.6.

**14.2.1** Approve the 1<sup>st</sup> reading of the following policies:

Policy #3172	Tuition Income
Policy #5250	Excusal from Class or Program
Policy #5350	Pupil Suicide Prevention
Policy #5511	Dress and Grooming
Policy #5560	Disruptive Pupils
By-Law #9021	Tabled

**14.2.2** Approve the following personnel to attend workshops/conferences on the dates and for the costs listed below:

Linda McClune - Character Ed Workshop - Piscataway, NJ  
\$105.55, 5/27/08

**14.2.3** Approve a Special Education Contract for the 2007-2008 School Year between Great Meadows Regional School District and Newark City Board of Education for one student at the rate of \$235.00 per diem for a total cost of \$8,695.00 effective November 30, 2007 through January 31, 2008.

**14.2.4** Accept the donation of a round table from Integrated Asset Solutions with a value of approximately \$150.00 to be used in the conference room of Central School's main office.

**14.2.5** Approve the following budget transfers:

From: 11-130-100-101-000-000 Grade 6-8 Salaries  
To: 11-150-100-320-000-000 OOD Students - Home Instruction Amount:  
\$700.00 - additional Home Instruction for Hackettstown High School Students.

From: 11-000-100-565-000-000 Tuition WCSSSD  
To: 11-000-262-620-000-000 Heat/Electric -  
Amount: \$50,640.56 - Increase in Oil and Electricity Costs to District.

**14.2.6** Accept the Maximum Travel Expenditure Resolution for the 2008-2009 school year.

**WHEREAS,** Pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the Great Meadows Regional Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

**WHEREAS,** The Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by

State and local funds; and

**WHEREAS,** The Board of Education has elected to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount; and

**RESOLVED,** That the Great Meadows Regional Board of Education hereby establishes the maximum travel expenditure amount for the 2008-2009 school year as \$30,000.

Motion by Joe Mahal, seconded by Matt Mowatt, to adjourn at 8:15 PM.  
Motion carried in a unanimous voice vote.

Motion by Richard Alexander, seconded by Maryann Citro, to re-open meeting whereas, the Board must consider matters involving personnel, the deliberation of such matters may be held in private under the Open Public Meeting Act NJSA 10:4-6, the Board will adjourn to Executive Session at 8:18 PM to discuss the above mentioned matter, to the exclusion of all others. No action will be taken.  
Motion carried in a unanimous voice vote.

Motion by Richard Alexander, seconded by Maryann Citro, to re-enter regular session at 8:25 PM.  
Motion carried in a unanimous voice vote.

The Board of Education has completed the Superintendent's evaluation.

Motion by Peggy Faulborn, seconded by Joe Mahal, to adjourn at 8:30 PM.  
Motion carried in a unanimous voice vote.

Respectfully submitted,

Julie Mumaw  
Board Secretary