

The Organization meeting of the Great Meadows Regional Board of Education was held on Thursday, April 30, 2009, 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 Kimberly Schaffer and re-elected board members Jason Schaffer and William Vonder Haar.

Flag Salute.

**ROLL CALL:**

Present: Jennifer Cassini, Peggy Faulborn, Joe Mahal, Matthew Mowatt, Jason Schaffer, Kimberly Schaffer, William Vonder Haar, and Richard Wall.

Absent: Richard Alexander.

There were 13 members of the public in attendance.

Board Secretary called for nominations for President. Joe Mahal was nominated by William Vonder Haar.

Vote for Joe Mahal as President was by show of hands.  
3 yes, 5 no.

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

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

Jennifer Cassini was elected President. 5 yes, 3 no.

Meeting was turned over to Jennifer Cassini, President.

Board President called for nominations for Vice-President. Joe Mahal was nominated by William Vonder Haar.

Vote for Joe Mahal as Vice-President was by show of hands. Joe Mahal was elected Vice-President. 8 yes, 0 no.

Upon recommendation of the Superintendent, motion by Peggy Faulborn, seconded Matt Mowatt, to approve the following appointments effective July 1, 2009 through June 30, 2010.

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

- 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 - Tim Nicinski
- g. Public Agency 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/AHERA Coordinator - Russ Warne
- k. Asbestos Management Officer/Indoor Air Quality Designee- Russ Warne
- l. Right to Know Officer - Russ Warne
- m. School Architect - Gianforcaro Architects, Chester, NJ

Upon recommendation of the Superintendent, motion by Peggy Faulborn, seconded Matt Mowatt, to approve the following designations and signatures effective July 1, 2009 through June 30, 2010, plus the meeting schedule and annual agenda. Items (a.) through (h.)

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

- a. Official Newspapers - The Express Times, Star Ledger, and Warren Reporter.
- 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, 2009 through June 30, 2010 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 2009-2010 school year and that all existing policies be renewed July 1, 2009.
- g. Approve the following Tax Shelter Annuity Companies: Siracusa, AXA Equitable and Lincoln Financial for the 2009-2010 school year.
- h. 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)

2009 - May 11, June 8, July 13, August 10, September 14,  
October 12, November 9, December 14

2010 - January 11, February 8, March 8,  
April 19 (3<sup>rd</sup> Monday)

REGULAR MEETINGS - FOURTH MONDAY OF EACH MONTH

2009 - May 26 (Tuesday), June 22, July 27, August 24, September 28,  
October 26,  
November 23, December (no meeting)

2010 - January 25, February 22, March 22,  
April 26 (Organizational)

TIME OF MEETINGS

7:30 PM

PLACE OF MEETINGS

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

Upon recommendation of the Superintendent, motion by Richard Wall, seconded Matt Mowatt, to approve the Annual Agenda Procedures Items

(A.) through (N.) for the 2009-2010 school year.  
Motion carried in a unanimous voice vote.

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

- A. Opening - Roll Call
- B. Communications to the Board
- C. Superintendent's Report
- D. Curriculum Update
- E. Recognitions and Awards
- F. Committee Reports
- G. Requests from Floor - Public Comment
- H. Action Items
- I. Hackettstown BOE Representative's Report
- J. Independence Township Representative's Report
- K. Liberty Township Representative's Report
- L. New Business
- M. Unfinished Business
- N. Adjournment

Upon recommendation of the Superintendent, motion by Matt Mowatt, seconded Jason Schaffer, to approve item (i.) for the 2009-2010 school year.

Motion carried in a unanimous voice vote.

- i. All existing By-laws, Policies and Regulations of the Great Meadows Regional Board of Education be adopted for the school year July 1, 2009 through June 30, 2010.

Upon recommendation of the Superintendent, motion by Richard Wall, seconded Matt Mowatt, to approve items (j.) through (l.) for the 2009-2010 school year.

Motion carried in a unanimous voice vote.

- j. All existing curricula and textbooks of the Great Meadows Regional Board of Education be adopted for the school year July 1, 2009 through June 30, 2010.
- k. Following appointments of Board Members:
  - 1. Warren County School Board Association Representative - Peggy Faulborn. Alternate - Richard Wall.
  - 2. New Jersey School Board Legislative Delegate Representative - Jason Schaffer. Alternate - Kimberly Schaffer.
  - 3. Tabled.
- l. 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 Jason Schaffer, to approve the minutes from March 16, 2009, March 23, 2009 and March 30, 2009.

Motion carried in a voice vote with Kim Schaffer abstaining.

Motion by Peggy Faulborn, seconded by Jason Schaffer, to approve the executive session minutes from March 23, 2009 and March 30, 2009.

Motion carried in a voice vote with Kim Schaffer abstaining.

Motion by Joe Mahal, seconded by Matt Mowatt, to accept the Financial Report of the Secretary and Treasurer for the month ending March 31, 2009, as per copies attached and to certify that as of March 31, 2009, 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 unanimous voice vote.

Motion by Richard Wall, seconded by Matt Mowatt, to approve the bills from March 24, 2009 through April 30, 2009 in the amount of \$2,480,867.46.

Motion carried in a unanimous voice vote.

Motion by Richard Wall, seconded by Matt Mowatt, to approve the cafeteria bills from March 24, 2009 through April 30, 2009 in the amount of \$25,328.27.

Motion carried in a unanimous voice vote.

Public Comment: None

**14.1** Upon recommendation of the Superintendent, motion by Matt Mowatt, seconded by Peggy Faulborn, to approve the following **Personnel and Buildings/Grounds/Transportation** items 14.1.1 to 14.1.12.

Motion carried in a unanimous roll call vote.

**14.1.1** Accept, with regret, the resignation of Jason Bing Schetelick, Superintendent of Great Meadows Regional School District, effective June 30, 2009.

**14.1.2** Approve Cherie Hoops as a substitute teacher for the Great Meadows Regional School District for the 2008-2009 school year.

**14.1.3** Approve Brian Catanzaro as a substitute teacher for the Great Meadows Regional School District for the 2008-2009 school year for music instruction in all 3 schools and to substitute teach at the middle school only.

**14.1.4** Approve Katy Rupff, Sussex County College student, to observe an art classroom for 15 hours at Central School during the 2008-2009 school year with Angie Borgstrom, Art teacher at Central School.

**14.1.5** Approve the change in mentor, which was approved at the March 23, 2009 meeting, of the following Centenary College student to fulfill her practicum within our school district in the fall of 2009 through December 16, 2009.

Christine McLaughlin with Ro Kumma - grade 8 GMMS

**14.1.6** Approve Tara Terantino, College of Saint Elizabeth student, to fulfill her student teaching at Central School effective September 8, 2009 through December 18, 2009 with Phyllis Pezzato, 3<sup>rd</sup> grade teacher.

**14.1.7** Approve Jaclyn Hutton, Centenary College student, to fulfill one full day of student practicum per week beginning September 1, 2009 through December 16<sup>th</sup>, 2009 in the 1<sup>st</sup> grade classroom of Colleen Schubert at Liberty School.

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

**\$ - Denotes the need for a Substitute Teacher at \$80.00 per diem.**

<u>PERSONNEL</u>	<u>WORKSHOP</u>	<u>APPROX COST</u>	<u>DATES</u>
\$ Jacquie Lunden	Junior Solar Sprint Races	\$0.00	5/19/09
\$ Kimbra Miller	Junior Solar Sprint Races	\$0.00	5/19/09
\$ Tracy Hornyak	Junior Solar Sprint Races	\$0.00	5/19/09
Matthew Mowatt	Governance I - NJQSAC	\$60.00	5/20/09

**14.1.9** Approve payment of stipends to the following personnel:

Stephanie Conway - School Psychologist  
 Saturdays: 1/10/09, 1/17/09, 1/14/09, 2/07/09  
 Spring Break: 4/06/09, 4/07/09, 4/08/09  
 and .5 on 4/09/09  
 Total: 7.5 days x salary \$355.03 = \$2,662.73

Israel Marmolejos - 8<sup>th</sup> grade teacher  
 11/01/08 Saturday Homework Club  
 3.5 hrs. x \$34.00 per hour = \$119.00

Deb Napolitano - substitute teacher  
 3/13/09, 3/20/09, 3/27/09 - Futsal Soccer Club Coach  
 7.5 hrs. x \$34.00 per hour = \$255.00 (no cost to board)

**14.1.10** Approve a new bus stop at 129 Free Union Road in Liberty Township.

**14.1.11** Adopt the "Resolution for Participation in Coordinated Transportation for the 2009-2010 School Year" with the Warren County Special Services School District for routes as needed plus an administration fee of 4%.

**14.1.12** Adopt the "Joint Resolution for Participation in Coordinated Transportation for the 2009-2010 School Year" with Sussex County Regional Transportation Cooperative for routes as needed plus an administration fee of 4%.

**14.2** Upon recommendation of the Superintendent, motion by Jason Schaffer, seconded by Matt Mowatt, to approve the following **Policy and Curriculum** items 14.2.1 to 14.2.4.

Motion carried in a unanimous roll call vote.

**14.2.1** Warren County Professional Development Board has approved the revised Great Meadows Regional School District's 2009-2010 Professional Development Plan on March 25, 2009.

**14.2.2** Approve the 2009-2010 Great Meadows Regional School District calendar.

**14.2.3** The Great Meadows Regional School District has completed the QSAC (Quality Single Accountability Continuum) process, Great Meadows Regional School District has been certified, pursuant to N.J.A.C. 6A:30-4.1 ©, to continue operation as a public school district to the State of New Jersey for a period of three (3) years or until the district's next QSAC review.

**14.2.4** Approve the 1<sup>st</sup> reading of the following policy:

Policy #8600 - Transportation

**14.3** Upon recommendation of the Superintendent, motion by Richard Wall, seconded by Matt Mowatt, to approve the following **Finance and Technology** items 14.3.1 to 14.3.3.

Motion carried in a unanimous roll call vote.

**14.3.1** Approve the annual lease between Warren County Special Services School District and Great Meadows Regional School District for one classroom for the 2009-2010 school year at an annual rent of \$6,810.00 and use of ancillary services of \$4,120.00 for a total cost of \$10,930.00, to be paid quarterly.

**14.3.2** Accept the proposal from EJK Associates to purge and organize financial records according to New Jersey Record Retention Laws for a one time cost of \$2,145.00.

**14.3.3** Approve the following budget transfers:

From: 11-000-270-519-000-000 AIL  
To: 11-000-216-320-000-000 OT/PT/BLIND COM  
\$13,000.00 - OT Services in district

From: 11-000-270-519-000-000 AIL

To: 11-000-217-320-000-000 PERS CARE AIDE - CONTRACTED \$6,800.00  
- Personal Care aide for one student

From: 11-000-240-500-000-000 PURCH SRV/MILEAGE

To: 11-000-252-320-000-000 PROFESSIONAL SERVICES \$1,000.00 - OOD  
Home Instruction

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Motion by Matt Mowatt, seconded by Richard Wall, to adjourn at 8:30  
PM.

Motion carried in a unanimous voice vote.

Respectfully submitted,

Julie Mumaw  
Board Secretary