

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**November 13, 2007**

**7:30 p.m. PUBLIC MEETING**

**ROBBINSVILLE HIGH SCHOOL STUDENT ACTIVITIES CENTER**

**MINUTES**

**I. CALL TO ORDER - PUBLIC MEETING**

**Mr. Mark Setaro, President, called the meeting to order at 7:32 p.m.**

**II. STATEMENT OF OPEN PUBLIC MEETINGS**

The New Jersey Open Public Meeting Law was enacted to insure the rights 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 Washington Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Trenton Times and the Washington Township Bulletin Board. In addition, this notice was faxed to the Trenton Times and posted at Windsor School, Sharon School, Pond Road Middle School and Robbinsville High School.

**IV. ROLL CALL**

**Members Present**

Mark Setaro President  
Maxine Fox Vice President  
Nagesh Kuppuraju  
Matthew O'Grady  
Lainie Potter  
Michael Reca  
Michele Siekerka  
Faith Silvestrov

**Members Absent**

Thomas Halm, Jr.

**Others Present**

Dr. John J. Szabo, Superintendent of Schools  
Dr. Kathie Foster, Assistant Superintendent  
Arlene Biesiada, Interim School Business Administrator/Board Secretary

**V. MINUTES**

**On motion of Mrs. Silvestrov, seconded by Mrs. Fox and carried by a 7-0 vote with Mrs. Siekerka abstaining and Mr. Halm being absent, the following minutes were adopted:**

**VI. PRESENTATIONS**

- Nutrition Policy – Mr. Mark Setaro read a prepared statement as attached prior to presentation.
- Mr. B.C. Preston, Mr. Cory Radisch and Mrs. Janet Sinkewicz presented the proposal.
- Student Learning Task Force – Dr. Kathie Foster, Mr. Paul Gizzo, Mrs. Sharon Moffat and Ms. Sharon Martin presented at the Middle States Conference in Houston, Texas (see attachment).

**VII. STUDENT COUNCIL REPORT – Megan Leach**

- None

**VIII. BUSINESS ADMINISTRATOR REPORT**

1. Just completed facility monitoring by the State.
2. Currently working on 2008/2009 Budget

**IX. SUPERINTENDENT’S REPORT**

- Update of NJQSAC – one area of concern is Financial Operations.

**X. BOARD PRESIDENT’S REPORT**

- Discussion of Township name change

**COMMITTEE REPORTS**

**XI. COMMUNITY RELATIONS – Thomas Halm**

- None

**XII. P.I.E. COMMITTEE – Michele Siekerka**

- None

**XIII. EDUCATION, DEVELOPMENT & POLICY – Nagesh Kuppuraju**

- None

**XIV. PERSONNEL – Faith Silvestrov**

- Discussed tonight’s agenda

**XV. NEGOTIATIONS– Michele Siekerka**

- Will be scheduling a meeting with the Teacher’s Union before the end of the year

**XVI. FINANCE, FACILITIES & TRANSPORTATION – Michael Reca**

- Meeting scheduled for Thursday, November 15, 2007

**XVII. HEARING OF PUBLIC**

- Cynthia Bryant is interested in Student Learning Taskforce. She asked about grouping students to their needs.
- Walter Dombrowski inquired about the budget process.

- Cheri Dorwart questioned the Nutrition Policy and notification to the parents.
- David Boyne suggested separating Finance and Facility Committee.
- Carol Boyne stated too much time spent on the Nutrition Policy.
- Kim Keenan spoke on the farm fresh program.

**XVIII. RESOLUTIONS BEING PRESENTED FOR APPROVAL:**

On motion of Mrs. Siekerka, seconded by Mrs. Fox and carried by an 8-0 vote with Mr. Halm, being absent, the following item were adopted:

1. **Motion to accept the NJQSAC Report and submit it to the Mercer County Superintendent of Schools**

On motion of Mrs. Siekerka, seconded by Mr. O’Grady and carried by an 8-0 vote with Mr. Halm, being absent, the following item were adopted:

2. **Motion to authorize Administration to start transition on the Township name change to Robbinsville Public Schools.**

**A. PERSONNEL – Faith Silvestrov**

On motion of Mrs. Silvestrov, seconded by Mrs. Fox and carried by an 8-0 vote with Mr. Halm being absent, the Board adopted the following items:

**BE IT RESOLVED** by the Washington Township Board of Education that the following PERSONNEL resolutions, as recommended by the Superintendent, be approved as indicated:

**1. EMPLOYMENT OF STAFF – 2007-2008**

**a. District Testing Coordinator – Washington Township School District 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, appoint Mr. B.C. Preston as District Testing Coordinator for the Washington Township School District for the 2007-2008 school year effective January 1, 2008, prorated from the \$9,500.00 stipend.

**(Mr. Preston will be replacing Mrs. Janet Sinkewicz, current testing coordinator)**

**b. Lunch Aide – Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of Ms. Karen Davis, as a lunch aide at the Robbinsville High School for the 2007-2008 school year, at a rate of \$12.85 per hour effective 11/14/2007.

**c. Lunch Aide – Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of Ms.

Patricia Heller, as a lunch aide at the Robbinsville High School for the 2007-2008 school year, at a rate of \$12.85 per hour effective 11/14/2007.

**d. Lunch Aide – Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of Ms. Christine McCahery, as a lunch aide at the Robbinsville High School for the 2007-2008 school year, at a rate of \$12.85 per hour effective 11/14/2007.

**e. Lunch Aide – Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of Ms. Elizabeth Kearney, as a lunch aide at the Robbinsville High School for the 2007-2008 school year, at a rate of \$12.85 per hour effective 11/14/2007.

**f. Substitute Teacher(s) -2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of the following as substitute teacher(s) for the 2007-2008 school year as indicated:

**Teacher(s)**

**\$80.00/day – Certified**

Stephanie Venanzi

**\$75.00 – Non Certified**

Jacqueline Stephens  
(pending certification)  
Joann Pilla  
(pending certification)

**g. Substitute Bus Driver – Washington Township School District 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of Mr. Ken Owens, as a substitute bus driver for the Washington Township School District for the 2007-2008 school year, at a rate of \$19.45 per hour effective immediately.

**h. Substitute Nurse – Washington Township School District 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of Ms. Jacqueline Stephens, as a substitute nurse for the Washington Township School District for the 2007-2008 school year, at a rate of \$100.00 per day (**pending certification**).

**i. Substitute Secretary/Aide – Washington Township School District 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the employment of Ms. Joann Pilla, as a substitute secretary/aide for the Washington Township

School District for the 2007-2008 school year, at a rate of \$9.25 per hour (pending background check).

**2. CHANGE IN APPOINTMENT OF STAFF 2007-2008**

**a. Preschool Disabled Teacher Extended Family Leave Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve Mrs. Christine Piovoso, Preschool Disabled Teacher, request to extend her family leave for an additional month until December 3, 2007.

**b. Preschool Disabled Teacher Extended Maternity Leave Replacement Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve Ms. Terri Indrikovic to extend her time as a maternity leave replacement for an additional month until December 3, 2007, to cover the extended leave time requested by Mrs. Christine Piovoso.

**c. Resource Teacher Revised Extended Family Leave – Sharon School 2007-2008**

That the Washington Township Board of Education upon recommendation of the Superintendent, approve the revised extended family leave request for Mrs. Christy Howe, Resource Teacher at Sharon School, for the 2007-2008 school year as indicated:

12/10/2007 – 12/21/2007	10 Sick Days with benefits & pay
1/2/2008 – 6/30/2008	Family Leave without pay and with benefits
9/1/2008	Returning to her regular teaching position at Sharon School

**d. Replacement Resource Teacher Sharon School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve Ms. Terri Indrikovic as a long term maternity leave replacement (for Mrs. Christy Howe) effective December 7, 2007 for the remainder of the 2007-2008 school year.

**3. EXTRA WORK/EXTRA PAY**

**a. Extra-Curricular Enrichment Positions – Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, appoint the following teachers for the extra curricular enrichment positions at the Robbinsville High School for the 2007-2008 school year as per contract:

Consumer Bowl Club	Katie Shearer	\$1,700.00
Mock Trial	Ross Flat	\$1,700.00
Drama Technical Director (Fall)	Melissa Cardiello	\$2,200.00
Head Cheerleading Coach Step 1	Stephanie Lewandowski	\$4,287.00
*Asst. Swim Coach Step 1 <b>(Pending fingerprinting)</b>	Andrew Harris	\$4,706.00

**b. Corrected Extra-Curricular Enrichment Positions – Robbinsville High School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, appoint the following teachers for the corrected extra-curricular enrichment positions at the Robbinsville High School for the 2007-2008 school year as per contract:

Technology Club Advisor <b>(Rescinding Chris Reetz)</b>	Joy Wolfe	\$1,700.00
Asst. Football Coach Step 1	Sean Greig	\$5,019.00
Asst. Football Coach Step 3	Andrew Patterson	\$5,542.00
Asst. Girls Soccer Coach Step 3	Karen DeRossett	\$5,228.00

**c. Corrected Extra-Curricular Enrichment Positions – Sharon School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, appoint the following teachers for the corrected extra-curricular enrichment positions at the Sharon School for the 2007-2008 school year as per contract:

Team Leader Grade 2 (4+years)	Andrea Driver	\$ 720.00
Team Leader Specialist (4+years)	Renee Bianchi	\$ 720.00

**d. Extra-Curricular Enrichment Positions – Pond Road Middle School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, appoint the following teachers for the extra curricular enrichment positions at the Pond Road Middle School for the 2007-2008 school year as per contract:

Head Wrestling <b>(Rescinding Matt Barber)</b>	Sean Grieg	\$4,150.00
Play Director	Grant Mech	\$4,150.00
Asst. Director	Kim Keener	\$2,300.00
Set Design	Jennie Falkow	\$2,300.00
Homework Club	Mary Carpenter	\$ 460.00
Science Olympiad	Karen Karpovich	\$1,140.00
Science Olympiad	Daniel Corvino	\$1,140.00
Science Olympiad	Julie Caiola	\$1,140.00

**4. PROFESSIONAL IMPROVEMENT**

**a. Movement on Guide**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the following movement on guide, effective:

	<u>From</u>	<u>To</u>
Glenn Schiltz	Step 4 MA	Step 4 MA+30 effective 10/22/07
Carol Zicoello	Step 7 BA	Step 7 BA+15 effective 10/01/07
Janet Smith	Step 5 BA	Step 5 BA+15 effective 10/02/07

**b. Student Observation Requests – Sharon School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the student observation request for the following college students for the 2007-2008 school year as indicated:

**College Student**

Adrienne Landolfi

**College**

West Chester University  
(observe/assist the PE classes for a total of 5 hours on 11/21/2007)

Nicole White

Mercer County Community College  
(observe a classroom for 8-10 hours during the 2007-08 school year)

**5. STUDENT TEACHER PLACEMENT**

**a. Rider University**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the following student intern from Rider University for the Spring Semester 2008 beginning January 2008 through May 25, 2008 as indicated:

**Student Intern**

Ewelina Jarosz

**Teacher**

Shirley Mull (Sharon School)

**6. STAFF RESIGNATION**

**a. Kindergarten Teacher – Sharon School 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, accept the resignation of Mrs. Jennifer Dileo, Kindergarten Teacher at Sharon School, for the 2007-2008 school year. We wish her the best of luck with her future endeavors.

**B. EDUCATION, DEVELOPMENT, & POLICY – Nagesh Kuppuraju**

**On motion of Mr. Kuppuraju, seconded by Mrs. Siekerka and carried by an 8-0 vote with Mr. Halm being absent, the Board adopted the following items:**

**BE IT RESOLVED** by the Washington Township Board of Education that the following **EDUCATION, DEVELOPMENT, & POLICY** resolutions as recommended by the Superintendent, be approved as indicated:

**1. CURRICULUM/PROGRAM**

**a. Approval CJ Pride**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the Washington Township Pubic School District's membership for CJ Pride (Central Jersey Program for the Recruitment of Diverse Educators)  
This is a consortium of surrounding school districts committed to recruiting and retaining highly qualified educators. The fee for joining is \$2,000.00 and has been budgeted in the Curriculum & Instruction accounts.

**b. Swim Team Practices Approval at Robert Wood Johnson Health Center**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the use of the Robert Wood Johnson Health Center for swim team practices for the Robbinsville High School students from November 14, 2007 to February 14, 2008, at a registration fee paid by student of \$225.00.

**c. Discarding of Books – Sharon School Fall 2007**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the discarding of books at Sharon School for the 2007-2008 school year as indicated:

**SHARON/WINDSOR SCHOOL  
BOOKS TO BE DISCARDED  
FALL 2007**

<b>QUANTITY</b>	<b>TITLE</b>	<b>AUTHOR</b>	<b>PUBLISHER</b>	<b>COPYRIGHT DATE</b>
191	<u>The Lenape or Delaware Indians</u>	Herbert C. Craft	Lenape Books	1996 and 2001
134	<u>The New Jersey Adventure</u>	Anthony DeCondo	Gibbs-Smith	2000 and 2004
32	<u>HBJ Language – 3<sup>rd</sup> Grade</u>	Dorothy Strickland, et al	Harcourt Brace & Company	1993
102	<u>Math Central – Grade 3</u>		Houghton Mifflin	1998 and 1999
1 set	<u>The World Book Encyclopedia</u>		World Book, Inc.	1991



**d. Discarding Broken Equipment at Sharon School**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the discarding of broken equipment at Sharon School for the 2007-2008 school year as indicated:

- Canon Typewriter WTP#00344
- Califone Tape Recorder 1300 AV
- Sony Mavica Digital Camera 1.2 Pixels
- JVC Tape/CD Player
- 3M 1700 Series Overhead Projector

**2. PROFESSIONAL DEVELOPMENT**

**a. Workshops 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the following teachers for the professional development workshops for the 2007-2008 school year (see attachment).

**3. Policy Second Reading**

That the Washington Township Board of Education, upon recommendation of the Superintendent adopt the following as indicated:

P3440	Travel Expenses (Teaching Staff)	Revised
P4440	Travel Expenses (Support Staff)	Revised

**C. FINANCE, FACILITIES, TRANSPORTATION – Michael Reca**

On motion of Mr. Reca, seconded by Mrs. Potter and carried by an 8-0 vote with Mr. Halm being absent, the Board adopted the following items:

**BE IT RESOLVED** by the WASHINGTON TOWNSHIP BOARD OF EDUCATION approve the following FACILITIES, FINANCE, TRANSPORTATION resolutions, upon recommendation of the Superintendent, be approved as indicated:

**1. FINANCE**

**a. Bills & Claims List**

That the Washington Township Board of Education approve payment of the Bills & Claims Lists for:

November 2007 Bill List	\$1,285,282.27
<b>Total:</b>	<b>\$1,285,282.27</b>

**b. Certification of Board Secretary**

Pursuant to N.J.A.C. 6A:23-2.12(c)3 I, Arlene Biesiada, Interim Board Secretary/School Business Administrator, certify that as of September, 2007 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-22.12(a).

**c. Budget Transfers**

That the Washington Township Board of Education, upon recommendation of the Superintendent, accept the October 2007 Budget Transfer's Report.

**d. Donation**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the acceptance of the following donation for the Washington Township Schools Library Fund for the 2007-2008 school year as indicated:

Roma Bank Community Foundation Board	\$1,000.00
--------------------------------------	------------

**e. Solar Bid Resolution**

**Whereas** the Washington Township Board of Education wishes to explore availability and obtain rebate funds for alternative energy resources from the NJ Office of Clean Energy (NJCEP), and

**Whereas** upon approval of such funds the Board intends to prepare construction documents and receive bids and enter contracts for alternate energy resources,

**Be it resolved that** the Board's consultants and administrators are authorized to submit an application for such rebate and commence the documentation and bidding process for alternate energy resources upon notification of rebate funds from NJCEP.

**f. Catapult Learning, LLC 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the agreement with Catapult Learning, LLC to provide mandated nursing services to non-public school students within Washington Township for the 2007-2008 school year at a rate not to exceed the 2007-2008 non-public nursing aid allocation.

**(This figure to be determined by the State Dept. of Education)**

**2. FACILITIES**

**a. Building Use**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve and ratify the Buildings and Grounds Use of Facilities Schedule for the months of November and December 2007.

**3. TRANSPORTATION**

**Nothing to report at this time.**

**4. CHILD STUDY TEAM SERVICES**

**a. School Nursing Services**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the plan for provision of School Nursing Services for the 2007-2008 school year. (See attachment)

**b. Occupational Therapist Consultant – WTSD 2007-2008**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the hiring of Ms. Amy Lerner, as an Occupational Therapist Consultant for the Washington Township School District for the 2007-2008 school year, at the rate of \$80.00/per hour, not to exceed \$24,000.00.

**c. J. F. Cappello School Contract**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the contract for the 2007-2008 school year with J. F. Cappello School for student #07-35R in the amount of \$43,684.00.

**d. Burlington County Special Services School District Contract**

That the Washington Township Board of Education, upon recommendation of the Superintendent, approve the contract for the 2007-2008 school year with Burlington County Special Services School District for student #07-36R in the amount of \$29,000.00.

**XIX. HEARING OF PUBLIC**

- **Walter Dombrowski commended the district on solar panels.**
- **Cynthia Bryant questioned the donating of obsolete books.**

**XXI. OLD BUSINESS**

- None

**XXII. NEW BUSINESS**

- Maxine Fox reported on NJSBA Conference.
- Dr. Szabo reported the district was recognized by the State for our Sprouts Program.

**XXIII. EXECUTIVE SESSION**

- None

**XXIV. ADJOURNMENT**

*Motion* by Mrs. Fox, seconded by Mrs. Silvestrov to adjourn the Board Meeting at 9:05 p.m.

**Respectfully Submitted,**

**Arlene Biesiada  
Interim Business Administrator/School Secretary**

