

**Dunellen Public Schools
Dunellen, New Jersey**

Agenda: For the re-organization meeting of the Board of Education, April 22, 2008, at 7:30 p.m., in the Dunellen High School Library, 411 First Street, Dunellen, New Jersey

- I. Opening Exercises**
- II. Pledge of Allegiance and Prayer**
- III. Call to Order**

Meeting Announcement

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 Dunellen Board of Education has caused notice of this meeting by having the date, time, and place thereof posted on April 28, 2007 at the Dunellen Board of Education Office and by having sent a copy of such notice to:

Dunellen Borough Clerk
The Courier-News
The Home News Tribune
The District Schools

Transaction of Business for Which Meeting was Called

Public Session: Re-Organization Meeting

IV. Organization

The re-organization meeting of the Dunellen Board of Education to be called to order at 7:30 P.M. by Board Secretary, Mr. Vincent J. Olivo.

A. Announcement of Unofficial Results of School Elections

The total number of votes cast was 689 (19.67 %).

The following results of the School Election held on Tuesday, April 15, 2008 are not official until certified by the County Board of Elections.

Barbara McGuane	for 3 years received	<u>447</u>
George Johnson	for 3 years received	<u>425</u>
Phillip C. Heiney, Sr.	for 3 years received	<u>381</u>
Mary Heidinger	for 3 years received	<u>284</u>
	<u>Yes</u>	<u>No</u>
For the General Fund: \$ 8,126,326	<u>376</u>	<u>286</u>

Write-In votes:

Milhan Fishman 4, Adrienne Fowler 4, Jane Landy 1

B. Administration of Oaths to Newly Elected Board Members

C. Roll Call

D. Election of Officers

Nominees for President:

Meeting turned over to the President of the Board of Education.

Nominees for Vice President:

E. Establishment of Regular Meeting Dates

The following dates are designated as the regular meeting dates of the Dunellen Board of Education:

DUNELLEN BOARD OF EDUCATION
REGULAR MEETING DATES

All meetings begin at 7:30 p.m. at Dunellen High School unless otherwise noted

2008

May	6	(6:30 p.m. - Executive Session: personnel & student matters until approximately 7:30 p.m.)
May	20	
June	10	
July	15	
August	19	
September	2	16
October	7	21
November	4	18
December	2	16

2009

January	13	
February	3	17
March	3	24
April	14	28 Re-Organization

F. Conduct of Meetings

Robert's Rules of Order, Newly Revised, shall govern the Board of Education in the conduct of its meetings.

G. Continuation of Policies

The Board of Education shall continue existing By-Laws and Policies.

H. Continuation of Education Program

This is being tabled until the May 6th board meeting.

I. Approval of Textbooks

The list of textbooks currently in use shall be approved for the 2008/2009 school year until such time that the Board decides to revise or update this list.

J. Official Newspapers

The Courier News and The Home-News Tribune are designated as the official newspapers of this Board of Education.

K. Committee Appointments

The Board currently operates as a committee of the whole and Ad-Hoc committees will be formed as necessary.

L. Bank Depositories

The following are named depositories of Board of Education funds:

1. Provident Savings Bank of Dunellen (Depository)
2. State of New Jersey Cash Management Fund
3. The Bank of New York (Escrow Agent for Refunding of Bonds)
4. Valley National Bank
5. MBIA NJ Class

M. Approval for the Maintenance of Bank Accounts

The following bank accounts will be maintained by the Board of Education for the respective purposes:

1. Board of Education Regular Account
2. Board of Education Payroll Account
3. Board of Education Payroll Deduction Account
4. Board of Education Bond Account
5. Board of Education Athletic Checking Acct.
6. Dunellen High School Fund Checking Account
7. John P. Faber Fund Checking Account
8. Athletic Department Lock Box
9. Dunellen Board of Education Safety Deposit Box
10. Valley National Bank Account
11. MBIA NJ Class Account

N. Approval of the Student Activities Sub-Accounts

The following sub-accounts will be maintained by the Board of Education for the respective purposes:

DHS/LMS ACTIVITIES ACCOUNTS

General Account
Cheerleaders
Student Council 9-12
Student Council 6-8
Honor Society
DHS Vocal Music
Band and Orchestra
Library Book Fund
BOTH (Drama)
French Club
Key Club
Spanish Club
SAFE Home
Art Club
Earth Awareness Group
Renaissance Program
78'ers Cheerleaders
Special Education Fund
Biology Club
NAHS Scholarship Fund
Varsity Boys Basketball Fund
Economics Club
Girl Varsity Basketball
Girls Varsity Soccer
Project Graduation
LMS Vocal Music Account
Megan Ripley Scholarship Fund
Hall of Fame
Exodus
Class of 2008
DHS Greenhouse
Girls Varsity Softball
Class of 2009
Class of 2010
DHS Track
Debate Club
DHS Cross Country
8th grade field trip
LMS Yearbook
Boys Varsity Baseball
6th Grade Field Trip Account
7th Grade Field Trip Account
Transition Project
Class of 2011
Girls Tennis
Boys Tennis

FABER ACTIVITIES ACCOUNTS

Band
Faber Choir
Ecology Club
Library
Chess Club
Jump-A-Thon Account
Art Club
Faber Student Council
Pre-School
General
Kindergarten Field Trips
Yearbook Account
1st Grade Field Trips
2nd Grade Field Trips
3rd Grade Field Trips
4th Grade Field Trips
5th Grade Field Trips
American Legion Scholarships
Newspaper
Faber Strings
Kate Klise Author Visit

O. Approval for the Appointment of Agents for Accounts

1. RESOLVED, that _____, President, or _____, Vice President, and Mr. Vincent J. Olivo, Board Secretary, or Mr. Pio Pennisi, the Superintendent of Schools, and Mr. Michael T. Catapano, Treasurer of School Moneys, be hereby authorized to sign all checks and drafts of the Board drawn on the Board's Regular Account No. 6422-0123-4 at the Provident Savings Bank of Dunellen, Dunellen, New Jersey (three signatures required) and that each of them is hereby authorized to endorse for deposit checks and drafts payable to the Board, and BE IT FURTHER RESOLVED, that all prior authorizations are canceled, and that the provisions of this resolution take effect this date.
2. RESOLVED, that Mr. Michael T. Catapano, Treasurer of School Moneys, be hereby authorized to sign all checks and drafts of the Board drawn on the Board's Payroll Account No. 6036-0596-5 at the Provident Savings Bank, Dunellen, New Jersey (one signature required), and that he is hereby authorized to endorse for deposit checks and drafts payable to the Board, and BE IT FURTHER RESOLVED, that all prior authorizations are canceled and that the provisions of this resolution take effect this date.
3. RESOLVED, that Mr. Michael T. Catapano, Treasurer of School Moneys, be hereby authorized to sign all checks and drafts of the Board drawn on the Board's Payroll Deduction Account No. 6036-0928-6 at the Provident Savings Bank, Dunellen, New Jersey (one signature required), and that he is hereby authorized to endorse for deposit checks and drafts payable to the board, and BE IT FURTHER RESOLVED, that all prior authorizations are canceled and that the provisions of this resolution take effect this date.
4. RESOLVED, that the High School Principal or Lincoln Middle School Principal, and Mr. Vincent J. Olivo, Board Secretary or Mr. Pio Pennisi, the Superintendent of Schools, be hereby authorized to sign all checks and drafts on the Board's Athletic Checking Account No. 8822-0868-3 at the Provident Savings Bank, Dunellen, New Jersey (two signatures required) and that each of them is hereby authorized to endorse for deposit checks and drafts payable to the Board, and BE IT FURTHER RESOLVED, that all prior authorizations are canceled, and that the provisions of this resolution take effect this date.
5. RESOLVED, that the High School Principal or Lincoln Middle School Principal, and Mr. Vincent J. Olivo, Board Secretary or Mr. Pio Pennisi Superintendent of Schools (two signatures required) be hereby authorized to sign all checks and drafts drawn on the Board's Dunellen High School Fund Checking Account No. 6422-0161-7 at the Provident Savings Bank, Dunellen, New Jersey, and that each of them is hereby authorized to endorse for deposit checks and drafts payable to the Board and, BE IT FURTHER RESOLVED, that all prior authorizations are canceled and that the provisions of this resolution take effect this date.

6. RESOLVED, that the John P. Faber School Principal, and Mr. Vincent J. Olivo, Board Secretary, or Mr. Pio Pennisi, the Superintendent of Schools, be hereby authorized to sign all checks and drafts drawn on the Board's John P. Faber School Fund Checking Account No. 7822-0274-8 (two signatures required) at the Provident Savings Bank, Dunellen, New Jersey, and that each of them is hereby authorized to endorse for deposit checks and drafts payable to the Board and, BE IT FURTHER RESOLVED, that all prior authorizations are canceled and that the provisions of this resolution take effect this date.
7. RESOLVED, that Mr. Vincent J. Olivo or his designee be permitted to deposit moneys collected at athletic events into Lock Box Account No. 1948 at Provident Savings Bank, Dunellen, New Jersey. BE IT FURTHER RESOLVED, that Mr. David DeNapoli, Coordinator of Athletics, or Mr. Vincent J. Olivo, Board Secretary, or Mr. Pio Pennisi, the Superintendent of Schools, or High School Principal, be authorized to collect the moneys deposited into Lock Box Account No. 1948.
8. RESOLVED, that Mr. Vincent J. Olivo, Business Administrator/Board Secretary, or Mr. Daniel Perez, Assistant to the Business Administrator, be authorized to access a Safe Deposit Box #1300 in the vaults of the Provident Savings Bank, Dunellen, New Jersey, and that all documents be subject to access on the application of the Dunellen Board of Education signed by Mr. Vincent J. Olivo, Board Secretary, or Mr. Pio Pennisi, the Superintendent of Schools, and BE IT FURTHER RESOLVED, that all prior authorizations are canceled and that the provisions of this resolution take effect this date
9. RESOLVED, that Mr. Vincent J. Olivo, Board Secretary, or Mr. Pio Pennisi, the Superintendent of Schools, are authorized to make wire transfers for the purpose of investment of Board funds in accordance with Board of Education Policy No. 604 – Investments and applicable State of New Jersey statutes.
10. RESOLVED, that Mr. Vincent J. Olivo, Board Secretary or Mr. Pio Pennisi, the Superintendent of Schools, are authorized to make withdrawals on the Laurie Keating-Petrolino Scholarship Fund Passbook Savings Account No. 22015495-0 at the Provident Savings Bank of Dunellen (one signature required), and BE IT FURTHER RESOLVED, that all prior authorizations are canceled and the provisions of this resolution take effect this date.
11. RESOLVED, that Mr. Vincent J. Olivo, Board Secretary or Mr. Pio Pennisi, the Superintendent of Schools, are authorized to make withdrawals from the Edward & Beverly Ryan Scholarship Trust Money Market Account No. 8322-1622-4 at the Provident Savings Bank of Dunellen, and BE IT FURTHER RESOLVED, that all prior authorizations are canceled and the provisions of this resolution take effect this date.

P. Approval of the 2008-2009 Tuition Rates

The recommended 2008-2009 rates are (4% increase over 2007-2008):

K	\$ 8,708
1 – 5	9,196
6 – 8	9,384
9-12	11,665
Behavioral Disabilities	26,252
Pre-School Handicapped	20,573
Resource Room	26,440
Multiple Disabilities	17,066
Autism	18,165

- Q.** Mr. Vincent J. Olivo is appointed as Board Secretary.
- R.** Mr. Michael T. Catapano is appointed as Treasurer of School Moneys.
- S.** The firm of Dickinson, Vrabel & Cassells, P.A. is appointed as the District Auditor.
- T.** The firm of Schwartz, Simon, Edelstein, Celso, and Kessler, LLP is appointed as Board Attorney.
- U.** James F. Hurley Insurance Agency Corporation is appointed as the Insurance Agent of Record for Commercial Package policies (e.g. property, liability).
- V.** Grinspec, Inc. is appointed as Broker of Record for Health Insurance.
- W.** AHERA Consultants, Inc. is appointed as Designated Person for Asbestos.
- X.** The firm of Wilentz, Goldman, and Spitzer, P.A. is appointed as Bond Counsel.
- Y.** The firm of Capital Financial Advisors, Inc. is appointed for financial advisory services.
- Z.** Dr. Ronald Frank is appointed as School Physician.
- AA.** Mr. Vincent J. Olivo is appointed as Affirmative Action Officer.
- BB.** Ms. Marie Luciano is appointed as the 504 Coordinator.
- CC.** Mr. Vincent J. Olivo is appointed as District Qualified Purchasing Agent with a bid threshold of \$29,000.
- DD.** Mr. Vincent J. Olivo is appointed as Custodian of Records and Right to Know Officer.
- EE.** Mr. Frank Patullo is appointed as the Integrated Pest Management Coordinator and Indoor Air Quality Designee.
- FF.** Mr. Eugene Mosley is appointed as Title IX Coordinator.

GG. _____ is appointed the representative to the Middlesex County School Boards Association and as the New Jersey School Board Association Delegate.

HH. Approval of the following Tax Shelter Annuity Companies/Brokers:

AXA Equitable
214 Carnegie Center
Suite 110
Princeton, NJ 08540
David Ciotta

MetLife
581 Main Street
Suite 640
Woodbridge, NJ 07095
Dustin Rudman

Lincoln Investment
6111 Main Street
Voorhees, NJ 08043
Hyun Yi

VALIC
c/o Chase Bank of Texas
P.O. Box 200777
Houston, TX 77216-0777

V. Approval of Minutes

- A. Approval of the March 25, 2008 minutes

VI. President's Remarks

VII. Superintendent's Report

- A. Letter from the State of New Jersey, Office of State Assessments announcing the selection of Jayne Ricciardi to participate on the *New Jersey EOC Biology Test Standard-Setting Committee*.
- B. During the next several months, State Auditors from the Office of Legislative Services (OLS) will be conducting a statewide analysis of school district employee health benefits.
- C. Discussion of snow day
- D. Discussion of retirement and sympathy gifts
- E. 3 R's for New—and not so new—Board Members
- F. Early dismissal for prom participants
- G. Non-tenured staff timeline and process

VIII. Questions/Comments from Public – Agenda Items

IX. Information /Reports/Action

A. Curriculum and Instruction

- 1. Proposed changes for Lincoln Middle School courses

B. Buildings and Grounds

C. Finance

- 1. Food Service Request For Proposal

D. Executive Session

E. Personnel

- 1. Approval to accept the resignation of Pamela Jackson as the Secretary to the Principal at Dunellen High School for the 2007-2008 school year
- 2. Approval to employ Susan Passe as the Secretary to the Principal at Dunellen High School for the 2007-2008 school year

3. Authorization for Emergent Hiring Pending Completion of Criminal History Check: Susan Passe
4. Approval for Joy Harmon to take one day off without pay

X. Board Policy and Operations

A. Approval of a second reading of the following Board Policy and Regulation:

- 3240** Professional Growth (M)
R3240 Professional Growth (M)

B. Approval of the following volunteer for 2007-08

VOLUNTEER	ASSIGNMENT
Michael Bartilotti	JV/Varsity Baseball

C. Consent Motions

1. Approval of 2nd Bills List for March
Approval of 1st Bills List for April
2. Transfers of Funds for March 2008
3. Approval to accept the following financial reports, append the reports to the minutes and approve the following certification:

Pursuant to N.J.A.C. 6A:23-2.11 (c.4), I certify that as of March 31, 2008, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Dunellen Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1

 Vincent J. Olivo, Board Secretary

 Date

Pursuant to N.J.A.C. 6:A:23-2.11 (c.4), the Dunellen Board of Education hereby certifies that as of March 31, 2008 after review of the Secretary’s Report (appropriations section) and upon the Board consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6:A:23-2.11 (c.4) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

4. Acceptance of Cafeteria Report for March 2008
5. Acceptance of the John P. Faber and Athletic Activity Account reconciliation for March 2008
6. Approval for Professional Education Services, Inc. to provide educational instruction for student #1880212567 through Princeton House at a rate of \$37 per hour

7. Approval for Raymond Bivaletz to attend the workshop “*Using Innovative Technology Projects to Strengthen Content Area Learning*” on May 6, 2008 at a cost of \$195.00 for registration and \$58.81 for mileage
8. Approval for Stacey Malinowski to attend the “*2008 Spring NJTESOL/NJBE Conference*” on May 20 & 21, 2008 at a cost of \$190.00 for registration and \$14.14 for mileage
9. Approval for Cota Possien-Kania to attend the “*Consortium on Alcohol and Other Drug Prevention and Education*” on April 30, 2008 at a cost of \$9.10 for mileage
10. Approval for Karen Levine to attend the “*Geometer’s Sketchpad is not Just for Geometry*” workshop on May 7, 2008 at a cost of \$195.00 for registration and \$9.62 for mileage
11. Approval for Sandy Hoy to attend the “*Assistant Principals Workshop*” on May 12, 2008 at a cost of \$135.00 for registration and \$26.58 for mileage
12. Approval of District Membership in the Rutgers Institute for Improving Student Achievement (RIISA) Middle Grades Network in the amount of \$ 11,750 for 2008-2009
13. Approval for Joseph Moran to attend the “*Multidisciplinary Leadership Conference*” on June 29, 30 & July 1, 2008 at a cost of \$375.00 for registration and \$23.58 for mileage

D. Looking Ahead

1. National Honor Society Induction Ceremony – April 23 at 6:30 pm
2. Faber Family Math Night – April 23 at 6:00 pm
3. Gifted & Talented 3rd, 4th and 5th grades Science Fair – April 23 at 6:00 pm
4. 4th and 5th grades Choral Concert – April 30 at 7:00 pm
5. NJASK7 & NJASK8 Testing – April 28-30
6. Recognition of new board members, Governor’s Teacher Recognition recipients, and students – June 10

XI. Comments from the Public – Any Issue/Topic

XII. New Business

XIII. President’s Remarks

XIV. Executive Session: to discuss *non-agenda items* relating to Negotiations, Personnel, Students, Property, Legal

XV. Adjournment