

**SPARTA BOARD OF EDUCATION  
SPARTA, NEW JERSEY  
SEPTEMBER 30, 2013, 7:30 P.M.  
REGULAR BOARD MEETING  
MOHAWK AVE SCHOOL AUDITORIUM**

**CALLED TO ORDER:** By: \_\_\_\_\_ @ \_\_\_\_\_ **PM**

**MEETING NOTICE 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 Sparta Board of Education has caused notice of this meeting to be advertised by having the date, time, and place thereof posted at the Sparta Board of Education Office, 18 Mohawk Avenue, as designated by the Board of Education for posting of such notice in a public place. Written notice was e-mailed on September 18, 2013 to the New Jersey Herald and the Township Clerk specifying the date, time, and place of this meeting.

**ROLL CALL:**

Mr. Richard Bladek	present	absent	arrived at _____ p.m.
Mr. Frank Favichia	present	absent	arrived at _____ p.m.
Mr. Douglas McKernan	present	absent	arrived at _____ p.m.
Mrs. Maureen Myre	present	absent	arrived at _____ p.m.
Mr. Kevin Pollison	present	absent	arrived at _____ p.m.
Mrs. Karen Scott	present	absent	arrived at _____ p.m.
Mr. Jack Surdoval	present	absent	arrived at _____ p.m.
Mr. Scott Turner	present	absent	arrived at _____ p.m.
Mrs. Kim Yeomans	present	absent	arrived at _____ p.m.
Mr. Dennis Tobin	present	absent	arrived at _____ p.m.
Mrs. Linda Alvarez	present	absent	arrived at _____ p.m.
Dr. Melissa Varley	present	absent	arrived at _____ p.m.

**Quorum Confirmed:**                      ☐ Yes                      ☐ No

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:**

August 7, 2013 Annual Board Retreat & Goals Development Minutes  
August 19, 2013 Work Session Minutes  
August 26, 2013 Executive Session Minutes  
August 26, 2013 Regular Meeting Minutes

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan	_____	Mrs. Myre	_____	Mr. Pollison	_____
Mrs. Scott	_____	Mr. Surdoval	_____	Mr. Turner	_____
Mrs. Yeomans	_____	Mr. Bladek	_____	Mr. Favichia	_____

**RESOLVED** that the Board of Education amend the Minutes for July 22, 2013

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladek \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_

After a review of the Executive Session Minutes, the reasons for redactions and for non-disclosure remain.

**PRESENTATIONS:**

2012 – 2013 District State Test Results and 2013 – 2014 District Goals

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladek \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_

**SUPERINTENDENT'S REPORT:**

- a. OPRA: There were **5** OPRA requests totaling 2 hours and 15 minutes and legal fees for OPRA assistance for the month ending August 31, 2013 were **\$123.75**
- b) FUND 30 REPORT – Sparta High School Renovation Project

**ASSISTANT SUPERINTENDENT'S REPORT:**

- a) Dr. Varley will review the Statement of Assurance for NJQSAC for the 2013-2014 school year.

**HIB REPORT - APPROVAL OF HIB REPORT:** N/A for August 2013

**DISTRICT RECOGNITION:**

**COMMUNICATIONS:** None

**COMMITTEE REPORTS:**

Personnel Committee  
Curriculum Committee  
Operations Committee  
Finance Committee  
Township Liaisons

Mrs. Karen Scott  
Mrs. Kim Yeomans  
Mr. Kevin Pollison  
Mr. Jack Surdoval  
Mr. Dennis Tobin, Mr. Frank Favichia

**SPARTA EDUCATION FOUNDATION LIAISON:**

Mr. Kevin Pollison

**NJ SCHOOL BOARDS DELEGATE ASSEMBLY REP:**

Mrs. Kim Yeomans

**SUSSEX COUNTY SCHOOL BOARDS ASSOC REP:**

Mr. Rich Bladek

**SUSSEX COUNTY ED SERVICES COMMISSION:**

Mrs. Karen Scott

**PUBLIC PARTICIPATION #1:**

**AGENDA - SUPERINTENDENT:**

The following motions are made at the recommendation of the Superintendent of Schools.

**PERSONNEL:**

1. **Resolved** that the Board of Education approves the corrected resignation date for Jeffrey Wottle to be effective 9/3/13.

2. **Resolved** that the Board of Education accepts the following resignations:

#	Name	Position	School	Eff. Date
1	Butler, Julia	Teacher Assistant	Alpine School	11/28/13
2	Robinson, Karen	Teacher Assistant (Classroom)	Middle School	8/28/13
3	Stevenson, Glen	Science Supervisor	High School/ Middle School	9/1/13
4	Wood, Stephanie	LOA Replacement Physical Education Teacher	Middle School	8/30/13

3. **Resolved** that the Board of Education approves the correction of appointment date for the following:

#	Name	Position	Replaces	School	Eff. Date	Salary
1	Crawford, Christine	Leave of Absence Replacement – Language Teacher	D. Blanos	Middle School	9/1/13 – 11/29/13 was originally approved at the 8/26/13 BOE meeting for 9/1/13-12/20/13	Step 1 BA, \$50,963.00 pro- rated, (salary to be adjusted upon contract negotiations)

4. **Resolved** that the Board of Education approves the following leave of absences:

#	Name	Position	Effective Date
1	Knabb, Kim	Leave of Absence - Guidance Counselor – High School	9/1/13 through 10/11/13 Ms. Knabb intends to use her accumulated sick days during this time period.

2	Moriarty, Brendian	Leave of Absence- Special Education Teacher – Alpine School	Mr. Moriarty plans on using sick and personal days from 9/9/13 through 9/16/13, beginning 9/17/13 Mr. Moriarty intends on taking intermittent days of leave through FMLA and the NJ Family Leave Act
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5. **Resolved** that the Board of Education approves the request of Elana Jarrell, Music Teacher at the Sparta Middle School, to amend her unpaid leave of absence for the purpose of child rearing to extend for the remainder of the 2013-2014 school year. Mrs. Jarrell was originally to return to work on November 26, 2013.

6. **Resolved** that the Board of Education approves the following appointments:

\*It is further resolved that the Board of Education approves the application for emergency hiring and applicants' attestation that they have not been convicted of any disqualifying crimes pursuant to the provisions of N.J.S. A. 18A:6-7 et seq. N.J.S.A. 18A6-4 et seq., as applicable.

#	Name	Position	Replaces	School	Eff. Date	Salary
1	*Conlee, Catherine	Physical Education Teacher	S. Wood who replaced B. Gilamrtin	Middle School	9/1/13-12/20/13	Step 1 BA, \$50,963.00 pro-rated (salary to be adjusted upon contract negotiations)
2	Cornella, Dante	Music Teacher	E. Jarrell	Middle School	11/26/13-6/30/14 (was originally approved from 9/1/13-11/25/13)	Step 1 BA, \$50,963.00 pro-rated (salary to be adjusted upon contract negotiations)
3	*Duffy, Alissa	Leave of Absence Replacement – Science Teacher	A. Constantino	Middle School	9/1/13-11/1/13	Step 1 BA, \$50,963.00 pro-rated (salary to be adjusted upon contract negotiations)
4	*Fetter, Nicole	Teacher Assistant (Classroom)	C. Tamian	High School	9/6/13-6/20/14	35 hours @ \$11.37 per hr. (salary to be adjusted upon contract negotiations)
4	Janov, Lynn	Leave of Absence Replacement – Guidance Counselor	K. Knabb	High School	9/1/13-10/11/13 and 10/14/13 through 6/30/14 on a "as needed" basis	Step 1 BA, \$50,963.00 pro-rated (salary to be adjusted upon contract negotiations)

5	*Lehman, Trudie	Teacher Assistant (Classroom)	S. O'Connor	High School	9/6/13-6/20/14	35 hours @ \$11.37 per hr. (salary to be adjusted upon contract negotiations)
6	*Maldonado, Stacy	Teacher Assistant (Classroom)	R. Young	Helen Morgan	9/6/13-6/20/14	35 hours @ \$11.37 per hr. (salary to be adjusted upon contract negotiations)
7	*Saparito, Lisa	Physical Education Teacher	Replaces C. Reigstad who was transferred to Middle School	Alpine School	9/1/13-6/30/14	Step 1 BA, \$50,963.00 (salary to be adjusted upon contract negotiations)

7. **Resolved** that the Board of Education approves the following list of renewed Substitute Teachers for the 2013-2014 school year:

1	Berger, Aaron	4	Fox, Zara	7	Janov, Lynn
2	Fandino, Jennifer	5	Harrity, Patricia	8	McEntee, Jennifer
3	Flynn-Maguire, Tara	6	Jackson, Susan	9	Smith, Kathy
				10	Stanley, Kira

8. **Resolved** that the Board of Education approves the following list of renewed Substitute Teachers for the purpose of Coaching/Volunteering for the 2013/2014 school year:

1	Brennan, Kieran	7	Jent, Meghan	13	Voullé, John
2	Buechel, Virginia	8	Lisa, Mark	14	Warnke, Josh
3	DiDiego, Travis	9	Mauriello, Amber	15	Wilson, Bridget
4	Hast, Robert	10	Miseo, Michael	16	Young, Michael
5	Hansen, Erik	11	Shaughnessy, John		
6	Higgins, James	12	Turner, Scott		

9. **Resolved** that the Board of Education approves the renewal of the following Substitute School Nurse for the 2013-2014 school year:

1	Flynn-Maguire, Tara
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10. **Resolved** that the Board of Education approves the following list of new Substitute Teachers for the 2013-2014 school year:

1	Boyle, Jonathan	County Substitute Certificate – Valid to 1/2/19
2	Cofrancesco, Carmen	County Substitute Certificate – Pending
3	Davis, Spencer	Certified Art Teacher
4	Hyde, Kristin	Certified Elementary Teacher – K-5
5	Johnson, Vincent	County Substitute Certificate – Valid to 1/2/19
6	Keller, James	County Substitute Certificate – Valid to 7/1/15
7	Kwestel, Robin	Certified Elementary Teacher
8	Mazzella, Laura	Certified Teacher of the Handicapped
9	Meier, Thomas	Certified PreSchool through Grade 3 Teacher
10	Melberger, Christopher	County Substitute Certificate – Pending
11	Nadeau, Mark	County Substitute Certificate – Valid to 1/2/15
12	Reiser, Kaitlyn	Certified Music Teacher
13	Skinner, Kristine	County Substitute Certificate – Valid to 1/2/19
14	Suchy, Michelle	County Substitute Certificate – Pending
15	Turner, Jenna	Certified Art Teacher
16	Vinci, Maria	Certified Elementary Teacher – K-5
17	Wilson, Teri	Certified Elementary Teacher with Science 5-8 Specialization
18	Wilson, Margaret	Certified English Teacher

11. **Resolved** that the Board of Education approves the following new Substitute School Nurse for the 2013-2014 school year:

1	Andalora, Lorin – County Substitute Certificate Pending
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12. **Resolved** that the Board of Education approves the following new Substitute Instructional Aides for the 2013-2014 school year:

1	Becker, Lynda
2	Fanelli, Allison
3	Ronchi, Lara

13. **Resolved** that the Board of Education approves the following new Substitute Secretary for the 2013-2014 school year:

1	Becker, Lynda
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14. **Resolved** that the Board of Education approves to amend the board resolution approved on April 29, 2013 to indicate annualized salary for Jack Iliff, There is no adjustment in the rate of pay or previously approved hours,

15. **Resolved** to approve the following staff members for Curriculum writing as listed at the rate of \$30/hr.

- SHS: 1. Maneri, Barbara  
SMS: 2. Caputo, Jennifer  
3. Girlando, Gina

**16. Resolved** that the Board of Education approves the following High School teachers to receive overload stipends for the 2013-2014 school year according to Article IX (Teacher Workload) of the negotiated contract agreement between the Sparta Board of Education and the Sparta Education Association:

\* Stated salary reflects 2011-2012 Guide. Any adjustments would follow new negotiated agreement.

	Teacher	Assignment	Minutes	% Stipend	\$ Amount	Rationale
1	Dugan, Chris	Mathematics	1058	100%	*\$10,192.50	Student Enrollment
2	Trzcinski, Angela replacing Ashley Markovic who will no longer receive and overload of 50% as previously approved on the 8/26/13 agenda	Science	1058	100%	*\$10,192.50	Labs per contract

**17. Resolved** that the Board of Education approves the following audio/visual worker for the 2013-2014 school year. This worker will be paid at the district rate of \$50.00 per hour on week days and \$65.00 per hour on weekends.

1. Fetter, Nicole

**18. Resolved** that the Board of Education approves Andrea Birch to fill the Helen Morgan School Chorus position for the 2013-2014 school year, at \$2,500.00 per grade (4th and 5<sup>th</sup> grades) for a total of \$5,000.00.

**19. Resolved** that the Board of Education approves the following High School Co-Curricular advisors for the 2013-2014 school year: (Salary to be adjusted upon contract negotiations)

	Name	Position	Guide	Amount
1	Fetter, Nicole	Theater Audio/Visual Coordinator	Cluster "B" SEA Guide	\$3,152.00
2	Fetter, Nicole	Theater Drama, Tech Director	Cluster "D" SEA Guide	\$2,591.00
3	LaCarrubba-Gomez, Lauren	Gay-Straight Alliance Advisor	Cluster "F" SEA Guide	\$973.00

**20. Resolved** that the Board of Education approves the following Middle School Co-Curricular advisors for the 2013-2014 school year: (Salary to be adjusted upon contract negotiations)

	Name	Position	Guide	Amount
1	Reed, Victoria	Musical Director	Cluster "B" SEA Guide	\$3,152.00
2	Neal, Brian	Student Government Advisor	½ of Cluster "C" SEA Guide	\$1,419.00
3	Berkowitz, Kelly	Student Government Advisor	½ of Cluster "C" SEA Guide	\$1,419.00

4	Sofen, Laura	Yearbook Advisor	$\frac{3}{4}$ of Cluster "C" SEA Guide	\$2,128.00
5	Ross, Nicole	Yearbook Advisor	$\frac{1}{4}$ of Cluster "C" SEA Guide	\$710.00
6	Trum, Margaret	School Projects Club Advisor	$\frac{1}{2}$ of Cluster "D" SEA Guide	\$1,295.50
7	Kaplan, Lisa	School Projects Club Advisor	$\frac{1}{2}$ of Cluster "D" SEA Guide	\$1,295.50
8	Lloyd, Michele	Newspaper Advisor	Cluster "D" SEA Guide	\$2,591.00
9	Vatalaro, Tara	Enrichment Advisor	Cluster "D" SEA Guide	\$2,591.00
10	Russin, Carol	Academic Team Advisor	Cluster "D" SEA Guide	\$2,591.00
11	Chamberlain, Nancy	Morning Chorus	Cluster "D" SEA Guide	\$2,591.00
12	Santora, Andrea	Con Brio Advisor	Cluster "D" SEA Guide	\$2,591.00
13	Gilmartin, Robert	Intramurals- MP1 - Football	Cluster "E" SEA Guide	\$1,940.00
14	Cresbaugh, Lori	Intramurals- MP1 – Cross Country	Cluster "E" SEA Guide	\$1,940.00
15	Medina, Robert	Intramurals- MP2 - Basketball	Cluster "E" SEA Guide	\$1,940.00
16	TBD	Intramurals- MP2 - Gymnastics	Cluster "E" SEA Guide	\$1,940.00
17	Papa, Anthony	Intramurals- MP3 - Volleyball	Cluster "E" SEA Guide	\$1,940.00
18	Gilmartin, Robert	Intramurals- MP4 - Track	Cluster "E" SEA Guide	\$1,940.00
19	Gleason, Theresa	Intramurals- MP4 - Track	Cluster "E" SEA Guide	\$1,940.00
20	Cresbaugh, Lori	Intramurals- MP4 - Soccer	Cluster "E" SEA Guide	\$1,940.00
21	Breznak, Sue	Science Olympiad (New Name on new contract- Future City)	$\frac{1}{2}$ Cluster "E" SEA Guide	\$970.00
22	Collister, Christine	Science Olympiad (New Name on new contract- Future City)	$\frac{1}{2}$ Cluster "E" SEA Guide	\$970.00
23	Caputo, Jennifer	Leadership Advisor	Cluster "E" SEA Guide	\$1,940.00
24	Frangione, Steve	8 <sup>th</sup> Grade Field Trip Advisor	Cluster "E" SEA Guide	\$1,940.00
25	Reed, Joshua	Musical (Scenery)	Cluster "E" SEA Guide	\$1,940.00
26	Arnold, Chris	Jazz Band Director	Cluster "E" SEA Guide	\$1,940.00
27	Medina, Robert	Broadcasting	Cluster "E" SEA Guide	\$1,940.00
28	Gordon, Eric	Broadcasting	Cluster "E" SEA Guide	\$1,940.00



29	Girlando, Gina	Glee Club	Cluster "E" SEA Guide	\$1,940.00
30	Arnold, Chris	Ensemble Director	Cluster "F" SEA Guide	\$973.00
31	Cresbaugh, Lori	Wellness Advisor	Cluster "F" SEA Guide	\$973.00
32	Gilmartin, Robert	National Junior Honor Society	½ Cluster "E" SEA Guide	\$970.00
33	Gleason, Theresa	National Junior Honor Society	½ Cluster "E" SEA Guide	\$970.00

- 21. Resolved** that the Board of Education approves the following Middle School Club Volunteer advisors for the 2013-2014 school year:

1	Johnson, Ken	Robotics Club-Volunteer
2	Mullahy, Lisa	Dance Team - Volunteer
3	Murray, Tom	Chess Team Instructor - Volunteer
4	Zelenina, Elena	iClub Instructor- Volunteer

- 22. Resolved** that the Board of Education approves the following teachers who attended IEP meetings during the summer, upon submission of timesheets, at the rate of pay of \$30.00 per hour (to be adjusted after contract negotiations) as follows:

1	Debra Allshouse
2	Lynn D'Amelio
3	Wendy Nieradka

- 23. Resolved** that the Board of Education approves the following individuals retroactive who attended Handle with Care and ABA Clinic training on August 27<sup>th</sup> and 29<sup>th</sup>, upon submission of timesheets. Teachers and Child Study Team members will be compensated at applicable per diem rates. Aides will be paid at applicable hourly rates. All payments will be adjusted, if necessary, upon ratification of the appropriate contract agreements.

1	Melissa Masucci
2	Elizabeth Potter

- 24. Resolved** that the Board of Education approves the following individual to accompany our students at the following Choral events:

Grace Schmeidhauser –

December 5<sup>th</sup> – 6<sup>th</sup> Grade Chorus plus one rehearsal - \$150

January 8<sup>th</sup> – 7<sup>th</sup>/8<sup>th</sup> Grade Chorus plus one rehearsal - \$200

May TBA – 6<sup>th</sup> Grade Chorus plus one rehearsal - \$150

May TBA – 7<sup>th</sup>/8<sup>th</sup> Chorus plus one rehearsal – \$200

May TBA – Dorney Park Music Festival - \$250

- 25. Resolved** that the Board of Education approves the following correction of payment for chaperones:

- 26. Resolved** that the Board of Education approves the following list of chaperones (in-district) for school-sponsored activities (field trips, dances, and proms) for the 2013-2014 school year at a rate of **\$50 per event** for Chaperones and \$75 for Overnight School Sponsored Activity, to be adjusted if necessary, upon ratification of the appropriate contract agreements. This motion was on the August 26, 2013 agenda with the incorrect amount of \$50 per hour.
- 27. Resolved** that the Board of Education approves the following payment of \$695.00 to Joe Van Kirk, Journeyman Electrician, for reimbursement of Journeyman certificate course.
- 28. Resolved** that the Board of Education approves the following list of Sparta High School staff members recommended for Detention Monitors for the school year 2013 – 2014:

The contractual rate is as follows:

Wednesday Morning Detention Monitor- \$30.00

Tuesday After-School Detention Monitor- \$45.00

Saturday Morning Detention Monitor- At the new contractual hourly rate

1	Antonelli, Johnessa
2	Benson, Stefanie
3	Colte, Danielle
4	DiNunzio, Thomas
5	Dobles, Myriam
6	Greco, Megan
7	Healy, Corinne
8	Hobby-Psensky, Shannon
9	Hood, Eric
10	Lowery, Andrew
11	Mase, Christine
12	Savasta, Kristin
13	Talty, Dorothy
14	Vnenchak, Susan
15	Walsh, Margaret

- 29. Resolved** that the Board of Education approves the correction of start date for Stefanie Benson. The original start date was Sept 1, 2013 and was approved at the July 24, 2013 Board of Education meeting. The correct start date should be September 30, 2013.
- 30. Resolved** that the Board of Education approves the following appointments:  
\*It is further resolved that the Board of Education approves the application for emergency hiring and applicants' attestation that they have not been convicted of any disqualifying crimes pursuant to the provisions of N.J.S.A. 18A:6-7 et seq. N.J.S.A. 18A:6-4 et seq., as applicable.

#	Name	Position	Replaces	School	Eff. Date	Salary
1	*Robak, Jennifer	Leave of Absence replacement – Special Education	K. Shih	Helen Morgan School	10/23/13-6/30/14	Step 1 BA, \$50,963.00 pro-rated (salary to be adjusted upon contract negotiations)

**VOTE:**

Motions \_\_\_\_\_ through \_\_\_\_\_ and excluding \_\_\_\_\_ are presented for the following roll call vote:

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladec \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_

**POLICIES/REGULATIONS:**

**Resolved** that the Board of Education adopts on second reading the following revised policies and regulations:

Policy # 6620 Petty Cash (M)  
Policy # 7510 Use of School Facilities

Reg # 5200 Attendance (M)  
Reg # 7510 Use of School Facilities

**Resolved** that the Board of Education approves on first reading the following new or revised policies and regulations:

Policy # 3144.3 Suspension Upon Certification of Tenure Charge  
Policy # 3144.12 Certification of Tenure Charges – Inefficiency (M)  
Policy # 3372 Teaching Staff Members Tenure Acquisition  
Policy # 3373 Tenure Upon Transfer or Promotion  
Policy # 3374 Tenure Upon Transfer to an Underperforming School  
Policy # 4124 Employment contract  
Policy # 5512 Harassment, Intimidation and Bullying (M)

Reg # 5512 Harassment, Intimidation or Bullying Investigation Procedure (M)

**CURRICULUM:**

**Resolved** that the Board of Education approves the NJQSAC Statement of Assurance for the 2013-2014 School Year (attached).

**STUDENTS:**

**Resolved** that the Board of Education approves the following IEP mandated out-of-district placement:

Student Number	School	Tuition	Account
508894	Shepard School	\$50,030.37	#11-000-100-566-6-0000, Tuition NJ Private Disabled #20-250-100-560-6-0000, IDEA Basic Tuition

**Resolved** that the Board of Education approves the following student who has been accepted into the Cooperative Business Education Program and is recommended as an employee of this district in the position as listed below. This student will be paid the usual rate paid by the district for co-op students at \$7.50/hour at a maximum of 20 hours per week.

**Co-Op Student 2013-2014**

1.	Hayes, Jennifer	SMS Media Center
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**FIELD TRIPS:**

Resolved that the Board of Education approves the following parent funded field trips and Chaperones:

Oct. 18, 2013	-	High School Marketing/DECA students to Picatinny Arsenal, Rockaway for Leadership Development Conference, D. Smith and S. Chiappini, Chaperones
Oct. 23, 2013	-	Middle School students to Sussex Vocational School, Sparta for Anti-Bullying workshop, D. Layman, J. Caputo, and C. Reigstad, Chaperones
Date TBA	-	High School FBLA students to TBA Northern Regional FBLA sponsored high school for FBLA Officers Information Competition/Confernece, S. Richmond, Chaperone
Every 3 <sup>rd</sup> Sunday A month	-	High School Art/Photography & Graphics students to Bristle Glen Retirement Home, Newton to volunteer, C. Graham, Chaperone

**ENROLLMENT & SUSPENSION REPORTS:** None applicable for August 2013

**VOTE:**

Motions \_\_\_\_\_ through \_\_\_\_\_ and excluding \_\_\_\_\_ are presented for the following roll call vote:

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladek \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_

**BUSINESS ADMINISTRATOR/BOARD SECRETARY'S AGENDA:**

**FOR INFORMATIONAL PURPOSES ONLY – no action required:**

- **August 2013 and year to date Legal Services Report** (Attached)
- **Monthly Transfer Report** indicating variances of budget to actual expenditures for the period ending August 31, 2013 (Attached)

1. **BETWEEN LINE ITEM TRANSFERS:** **RESOLVED** that the Board of Education approve between line item transfers as required by State rules and regulations for the period August 27, 2013 through September 30, 2013 in the amount of \$2,326.00. (Attached)
2. **APPROVAL OF BILL LIST:** **RESOLVED** that the Board of Education approve the Bills List dated August 27, 2013 through September 30, 2013: (Attached)

Fund 10	Charter School	\$178,753.92
Fund 11	General Expense	\$4,474,655.29
Fund 12	Capital Outlay	\$36,545.70
Fund 20	Special Revenue	\$154,919.39
Fund 30	HS Capital Projects	\$396.00
Fund 40	Debt Service	\$1,531,690.63
Fund 50	Cafeteria	15,758.53
Fund 90	Payroll Agency	\$1,967,020.05

3. **BOARD CERTIFICATION:** **RESOLVED** that the Board of Education accept the Board Secretary's certification pursuant to N.J.A.C. 6A:23A-16.10 (c)4 that as of August 31, 2013 no major account has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
4. **RESOLVED** to amend and approve the revised Board Secretary Report and Treasurers Report for July 2013 (Attached).
5. **BOARD SECRETARY'S REPORT & TREASURER OF SCHOOL MONIES REPORTS:** **RESOLVED** that the Board of Education accepts the Board Secretary's Report and Treasurer of School Monies report for August 2013. (Attached)
6. **APPROVAL - TRAVEL EXPENSES:** **RESOLVED** that the Board of Education approve the resolution as follows: (Attached)

**WHEREAS**, district employees and members of the Board of Education listed on the attached are attending conferences, conventions, staff training, seminars, or workshops; and **WHEREAS**, the attendance at stated functions were previously approved by the chief school administrator and school business administrator as work related and within the scope of the work responsibilities of the attendees; and **WHEREAS**, the attendance at the functions were approved as promoting delivery of instruction or furthering efficient operation of the district; and fiscally prudent, and **WHEREAS**, the travel and related expenses particular to attendance at these functions are within state travel guidelines established by the Department of Treasury in NJOMB circular letter; **BE IT RESOLVED**, that the Board of Education finds the travel and related expense particular to attendance at these previously approved functions; **BE IT RESOLVED**, that the expenses are justified and therefore reimbursable.

7. **DONATION – HELEN MORGAN SCHOOL TARGET “TAKE CHARGE OF EDUCATION”:** **RESOLVED** that the Board of Education accept a donation of \$395.79 for the Helen Morgan School from Target “Take Charge of Education”.
8. **DONATION – ALPINE ELEMENTARY SCHOOL TARGET “TAKE CHARGE OF EDUCATION”:** **RESOLVED** that the Board of Education accept a donation of \$550.11 for the Alpine Elementary School from Target “Take Charge of Education”.
9. **DONATION – SPARTA HIGH SCHOOL INSTRUMENTS:** **RESOLVED** that the Board of Education accept a donation of a violin and cello with a total value of \$800 for the Sparta High School.
10. **RESOLVED** that the Board of Education approve the following Special Services Vendors:

Vendor	Service	Fee	Account
D. C. Fagan Psychological Services, LLC	Psychological Evaluations	\$500 per Evaluation	#11-000-216-320-6-0000 Purchased Professional Services
Morris Psychological Group	Neuropsychological Evaluation Record Review On-Site Observation	\$2,500 per Evaluation \$250/hour \$250/hour \$200 travel fee	#11-000-216-320-6-0000 Purchased Professional Services
NJCIE	Professional Development/Parent Workshops	\$150/hour	#11-000-216-320-6-0000 Purchased Professional Services
Eye Physicians of Sussex County	Ophthalmological Exam	\$450	#11-000-216-320-6-0000 Purchased Professional Services

11. **RESOLVED** that the Board of Education approve a Hyperlink on the district’s website for Megan’s Law, New Jersey State Police Sex Offender Internet Registry, as a resource to our community and parents.
12. **RESOLVED** that the Board of Education approve the disposal or sale of the following surplus items:

	Quantity	Item
1	2	Oliver Wood Lathes
2	1	Circular Sander
3	1	Drill Press
4	1	Planer
5	1	Rockwell Band Saw
6	1	Router Table
7	1	Horizontal Drill
8	1	Vertical Rip Saw

13. **RESOLVED** that the Board of Education accept and approve the 2013 – 2014 District/ Superintendent and Board of Education Goals.

**ADDED SINCE 9/23/2013 WORK SESSION MEETING:**

14. **RESOLVED** that the Board of Education approve the purchase of an additional MealTime Applications Network Software with license key for a total of \$824.

VOTE:

Motions \_\_\_\_\_ through \_\_\_\_\_ and excluding \_\_\_\_\_ are presented for the following roll call vote:

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan	_____	Mrs. Myre	_____	Mr. Pollison	_____
Mrs. Scott	_____	Mr. Surdoval	_____	Mr. Turner	_____
Mrs. Yeomans	_____	Mr. Bladek	_____	Mr. Favichia	_____

**TRANSPORTATION:**

1. **RESOLVED** that the Board of Education approve the list of Transportation Contract Renewals for the 2013 – 2014 school year (Attached).
2. **RESOLVED** to amend the daily hours for Donna Claudio and Joe Claudio from 7 ¼ hours per day to 8 hours per day for the Mohawk Avenue midday run. This amendment is due an agreement with the Transportation Supervisor so they were in compliance with their contracts.

**UNFINISHED BUSINESS/FOLLOW UP-PREVIOUS AGENDA:**

1. Board training: Facilitated by NJSBA Field Representative Al Annunziata
  - a. Committee Effectiveness/Roles and the Long Range District Strategic Plan – NJSBA Services – 10/28/2013 at 6:30 p.m.
  - b. Effective Year-Round Communications – 11/18/2013 at 6:30 p.m.
2. Board input for discussion topics with Sparta Town Council
  - a. Shared Services with Sussex County Technical School
  - b. Bog Turtle requirements
  - c. Shared Services for IT
  - d. Grant Services
3. Board of Education 12-month planning agenda calendar – available on web portal
4. DECA Business Modeling – Potential Hotel Site Development in Sparta, Dr. Varley
5. HS TV Production Students video tape board meetings
6. NJ School Boards Advocacy – Topics to submit for review and consideration
7. Topics for discussion with local legislators
  - a. Bog Turtle
  - b. Fish and Wildlife Setbacks
  - c. Sussex County Technical School - Funding

**NEW BUSINESS:**

1. New Security For Visitors – Same as Vernon and Pope John
2. Retina Identification Proposal as pilot program

**FOR THE GOOD OF THE ORDER:**

**PUBLIC PARTICIPATION #2**

**MOTION TO ENTER CLOSED SESSION (if required):**

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, provides for the exclusion of the public from a meeting in certain circumstances, and; **WHEREAS**, the Sparta Township Board of Education is of the opinion that such circumstances exist to discuss \_\_\_\_\_ which are exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231 "Open Public Meetings Act"; **NOW THEREFORE, BE IT RESOLVED** that the Sparta Township Board of Education shall enter Executive Session on \_\_\_\_\_ @ \_\_\_\_\_. Minutes of the Executive Session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the Executive Session.

**ADJOURNMENT:**

@ \_\_\_\_ **PM**

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladek \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_



**VOTING, IF NEEDED-**

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladek \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladek \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_

1. \_\_\_\_\_ 2. \_\_\_\_\_

Mr. McKernan \_\_\_\_\_  
Mrs. Scott \_\_\_\_\_  
Mrs. Yeomans \_\_\_\_\_

Mrs. Myre \_\_\_\_\_  
Mr. Surdoval \_\_\_\_\_  
Mr. Bladek \_\_\_\_\_

Mr. Pollison \_\_\_\_\_  
Mr. Turner \_\_\_\_\_  
Mr. Favichia \_\_\_\_\_