

WEST AMWELL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING November 15, 2007
7:00 p.m.

AGENDA

- I. Open Meeting with reading of Open Public Meetings Act
In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notices have been given for tonight's meeting in area newspapers, which include The Hunterdon Democrat and the Star Ledger and sent to all Board of Education members on May 3, 2007. President Magill opened the meeting at 7:00pm.

II. Attendance Roll

Cindy Magill	X	Kathy Greenwood	X	Patty Barrett	X
Chris Castellano	X	John Dupuis	X	Peter Gasparro	X
Viktor Paerg	abs	Tom Reischman	X	Robert Tomenchok	X

Pledge of Allegiance

III. William Colantano- Discussion of the CAFR report for 2006-07

IV. Superintendent's /Principal's Report

See attached

V. President's Report

See attached

VI. Committee Reports

- A. Personnel
- B. Curriculum
- C. Finance
- D. Building & Grounds
- E. Board Operations (Policy)
- F. Public Relations
- G. Negotiations
- H. Joint Ventures

VII.PTO Update

VIII. Old Business

IX. New Business

X. Public Input – Agenda Items Only

XI. Approval of Minutes

Motion by Mrs.Greenwood, seconded by Mrs. Barrett and carried, Mr. Castellano abstained, to approve the minutes from the regular board meeting on October 18, 2007 and the minutes of the retreat on October 12 & 13, 2007.

XII .Transfers

Motion by Dr. Reischman, seconded by Mr. Gasparro and carried unanimously to approve the budgetary transfers from September 2007.

XIII .Financial Reports

Motion by Dr. Reischman, seconded by Mr. Castellano and carried by roll call vote, 8-0, to approve the following resolution approving the financial reports for September 2007:

Upon recommendation of the Superintendent, acceptance of the Secretary and Treasurer Reports for Fund 10,20,30,40, and 60 for September 2007. Pursuant to N.J.A.C. 6A:23-2.11(c)3, the board secretary certifies that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a) for September 2007.

Pursuant to N.J.A.C. 6A:23-2.11©4, the board of education certifies, after review of the board secretary’s and treasurer’s September 2007 financial reports, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district’s financial obligation for the remainder of the fiscal year.

Cindy Magill	X	Kathy Greenwood	X	Patty Barrett	X
Chris Castellano	X	John Dupuis	X	Peter Gasparro	X
Viktor Paerg	abs	Tom Reischman	X	Robert Tomenchok	X

XIV .Correspondence

-Kim Bogdan

XV. Public Input – Open Topic

XVI. Vote on Action Items

1- Motion by Mr. Castellano, seconded by Mr. Dupuis and carried, Mrs. Greenwood and Mrs. Barrett abstained, to approve the attached bill list for November.

2- Motion by Mr. Castellano, seconded by Mr. Dupuis and carried by roll call vote 8-0, to adopt the attached resolution for travel and work related expenses for this month..

Cindy Magill	X	Kathy Greenwood	X	Patty Barrett	X
Chris Castellano	X	John Dupuis	X	Peter Gasparro	X
Viktor Paerg	abs	Tom Reischman	X	Robert Tomenchok	X

3-Motion by Mrs. Greenwood, seconded by Mrs.Barrett and carried by roll call vote, 8-0, to approve the 2007-08 goals and the Board Self Evaluation as presented at the retreat.

Cindy Magill	X	Kathy Greenwood	X	Patty Barrett	X
Chris Castellano	X	John Dupuis	X	Peter Gasparro	X
Viktor Paerg	abs	Tom Reischman	X	Robert Tomenchok	X

4-Motion by Mr. Castellano, seconded by Dr. Reischman and carried by roll call vote, 8-0, to approve the following resolution:

Whereas, the West Amwell Township Board of Education has engaged the firm of William Colantano to audit the district's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2007 in compliance with N.J.S.A. 18A:23-1 et seq, and

Whereas, this audit has been completed and the CAFR filed with the State Department of Education and submitted to the West Amwell Township Board of Education along with a synopsis of the audit report and recommendations,

Now therefore be it resolved that the Board of Education hereby accepts the CAFR report, noting the following recommendations, and directing that the appropriate corrective action be taken:

Recommendation 1: Due to grantor balances should be returned to the appropriate agencies.

Corrective Action: The Due to grantor amounts will be returned to the appropriate agencies.

Recommendation 2: The District is to receive quotations or bids when it is expected that the purchasing thresholds as established by state statute will be exceeded.

Corrective Action: When the purchasing threshold of \$29000 will be exceeded, the district will receive bids and when the purchasing threshold of \$4350 will be exceeded, the district will receive formal quotations. The board understands that these thresholds are good as long as the Business Administrator is a Qualified Purchasing Agent.

Recommendation 3. The district is to receive the required Business Registration Certificates for appropriate vendors providing goods or services to the district.

Corrective Action: The Business Office will receive Business Registration Certificates for all vendors providing goods and services to the district.

Recommendation 4: Expenditures of non-operating funds are to be supported by a properly completed payment form with appropriate attachments.

Corrective Action: A form will be used for all expenditures for the Student Activities Account and the Petty Cash Account. This form will have appropriate attachments and signatures.

Recommendation 5: Greater Care is to be taken in the recording of low income students on the annual Application for State School Aid.

Corrective Action: In the 2007-08 year the Interim Business Administrator as well as the Assistant to the Business Administrator attended three workshops given by the State of New Jersey Division of Child Nutrition. Great care was taken in approving low income students. These students were then appropriately represented on the Application for State School Aid report. All these documents are on file in the business office.

Cindy Magill	X	Kathy Greenwood	X	Patty Barrett	X
Chris Castellano	X	John Dupuis	X	Peter Gasparro	X
Viktor Paerg	abs	Tom Reischman	X	Robert Tomenchok	X

5. Motion by Mrs. Greenwood, seconded by Mrs. Barrett and carried unanimously to approve the first and second reading of the attached policies with the recommended changes.
6. Motion by Mr. Dupuis, seconded by Dr. Reischman and carried by roll call vote, 8-0, to approve the following resolution:

Whereas the need for an Interim Business Administrator at the West Amwell School still exists and:

Whereas, Susan Sommerfeld has been the Interim Business Administrator since December 2006,

Therefore be it resolved that Susan Sommerfeld is hired to be the Interim Business Administrator from December 1, 2007 to a date not to exceed November 30, 2008 at the salary of \$500 per day or \$62.50 per hour.

Cindy Magill	X	Kathy Greenwood	X	Patty Barrett	X
Chris Castellano	X	John Dupuis	X	Peter Gasparro	X
Viktor Paerg	abs	Tom Reischman	X	Robert Tomenchok	X

7. Upon the recommendation of the Superintendent, motion by Mrs. Barrett, seconded by Mrs. Greenwood and carried unanimously to approve the following substitute teachers, subject to background check:

Julie Setton-Hicks
Jennifer Hellman

8. Upon the recommendation of the Superintendent, motion by Mrs. Barrett, seconded by Mr. Dupuis and carried unanimously to hire Julie Berezin as

instructional aide, effective November 16, 2007 at a salary of \$15,968 to be prorated.

- 9. Upon the recommendation of the Superintendent, motion Mr. Castellano, seconded by Mr. Dupuis and carried unanimously to approve the attached curriculum cycle for 2007-2012.
- 10. Motion by Mr. Dupuis, seconded by Mrs.Barrett and carried unanimously to approve Kristin Angst to write curriculum for kindergarten at the rate of \$30 per hour.
- 11. Motion by Mr. Dupuis, seconded by Mrs. Barrett and carried unanimously to approve the student teacher (College of New Jersey) Larissa Smally to work with Shelley DiSalvi.
- 12. Motion by Mr. Castellano, seconded by Mr. Dupuis and carried unanimously to approve the following teachers chosen to participate in the Professional Development Committee:

Donna McKee
 Martha Kubik
 Shelley DiSalvi

- 13. Motion by Mr. Castellano, seconded by Mr. Dupuis and carried by roll call vote 8-0 to adopt the attached resolution to restore the principle of majority rule in the State of New Jersey as it pertains to special budget questions tin school board annual elections.

Cindy Magill	X	Kathy Greenwood	X	Patty Barrett	X
Chris Castellano	X	John Dupuis	X	Peter Gasparro	X
Viktor Paerg	abs	Tom Reischman	X	Robert Tomenchok	X

XVII Motion to Adjourn

Motion by Mr. Castellano, seconded by Dr. Reischman and carried unanimously to adjourn the meeting at 9:00pm.

Certified by:

Respectfully your,

Susan B. Sommerfeld, RSBA\
 Interim Bus. Adm./Bd. Sec