

**HIGH BRIDGE BOARD OF EDUCATION  
REGULAR MONTHLY MEETING  
MONDAY, OCTOBER 8, 2012**

**Minutes**

**ROLL CALL**

**A., B., & C OPENING OF MEETING, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Being duly posted and advertised in accordance with the Open Public Meetings Act, the Regular Monthly meeting was called to order at 7:00 p.m. in Room 209 (Computer Room) at the High Bridge Middle School. The following Board members were present: Larissa Critelli, Kay Daughters-Musnuff, Alan Schwartz, Janice Stemple, Ann Willard, Karen Yaskanin-Jones, William Stover, Vice-President and Robert Imhoff, President. Also present was Joseph Kennedy, Superintendent, and Gail Woicekowski, Board Secretary/Business Administrator.

**CORRESPONDENCE**

**D. REVIEW OF OFFICIAL CORRESPONDENCE**

<u>Name</u>	<u>Date</u>	<u>Subject</u>
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None

**E. PUBLIC COMMENTS**

**PUBLIC COMMENTS**

France Dion volunteered for Back to School Night at the Elementary School on September 27, 2012. Mrs. Dion publicly thanked Mr. Imhoff for explaining to parents that becoming a School Choice district will not increase the expense budget for the district. She also thanked Mr. Bizzoco for doing a good job at Back to School Night.

**ADOPTION OF MINUTES**

**F. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

Based upon the recommendation of the School Business Administrator, Ann Willard motioned, seconded by Kay Daughters-Musnuff to approve the following minutes. Larissa Critelli abstained. Unanimously carried.

**September 10, 2012**

1. September 10, 2012 Regular Meeting Minutes  
(Attachment #1)

**G. REPORTS TO THE BOARD****1. Follow-Up Items**

None at this time.

**Board President's Report****2. Board President's Report**

- a) Review of NJSBA recommended Board tasks, as per checklist **(Attachment #2)**

The Technology Plan is not due until Spring 2013

- b) Board Committees and Chairperson

**Committees/  
Chairperson**

- **Community Relations – Kay Daughters-Musnuff, Chairperson**  
Alan Schwartz and Ann Willard
  - **Curriculum and Instruction – Kay Daughters-Musnuff, Chairperson**  
Larissa Critelli and Alan Schwartz
  - **Finance/Facilities – William Stover, Chairperson, Larissa Critelli, and Janice Stemple**
  - **Personnel and Management – Janice Stemple, Chairperson, Larissa Critelli and Karen Yaskanin-Jones**
  - **Negotiations – Janice Stemple, Chairperson, William Stover and Karen Yaskanin-Jones**  
*1. Hunterdon County Democrat, Letter to Editor, September 27, 2012*
- Policy – Karen Yaskanin-Jones, Chairperson,  
Alan Schwartz and Ann Willard
- **HCESC Representative – Joseph Kennedy**
  - **HCSBA Representative – Robert Imhoff**
  - **NJSBA Delegate – Robert Imhoff**

**Community Relations****Curriculum and Instruction****Finance/Facilities****Personnel and Management****Negotiations****Policy**

### 3. Superintendent's Report

Superintendent's  
Report

Mr. Kennedy discussed the following with the Board:

**a. INFORMATION ITEMS:**

INFORMATION  
ITEMS

- 1) Staff Attendance for September 2012  
(Attachment #3)
- 2) 2012-2013 Enrollment  
(Attachment #4)
- 3) Monthly Report on Harassment, Intimidation,  
and Bullying Incidents
- 4) Revised Action plan for implementation of  
Board goal #2 (Attachment #5)  
Items 3 and 4 were added to the action plan.
- 5) School Safety and Security Plan (Attachment  
#6)

Mr. Kennedy publicly thanked Dr. William Caldwell and Mrs. Helen Meissner for their hard work and dedication in preparing the School Safety & Security Plan.

6) School Choice Program Update (Attachment #7)

Mr. Kennedy will be speaking at Borough Council on October 11, 2012 concerning School Choice and the High Bridge School District. The open house for the district will be held on October 18, 2012 at the Elementary School. Mr. Kennedy publicly thanked Mrs. Carla Nowell for designing the advertisement for School Choice that was placed in the Hunterdon Democrat.

- 7) Week of Respect – October 1<sup>st</sup> through October 5<sup>th</sup>
- 8) Fire Prevention Week – October 8<sup>th</sup> through October 12<sup>th</sup>
- 9) School Violence Awareness Week – October 15<sup>th</sup> through October 19<sup>th</sup>
- 10) Red Ribbon Week – October 22<sup>nd</sup> through October 29<sup>th</sup>
- 11) Electronic Violence and Vandalism Report (Attachment #8)
- 12) Memorandum of Agreement between  
Education and Law Enforcement Officials

(Attachment #9)

- 13) School Nursing Services Plan (Attachment #10)

Mr. Kennedy publicly thanked Mrs. Nicole Cahill and Mrs. Lynn Gresko, school nurses, for their hard work in preparing the School Nursing Services Plan.

- 14) QSAC Review
- 15) Review of August 2012 Legal Bill (Attachment #11)
- 16) Report Card Format Grades 5-8 (Attachment #12)

**ACTION ITEMS**

**b. ACTION ITEMS:**

Based upon the recommendation of the Superintendent, William Stover motioned, seconded by Janice Stemple to approve/authorize the following items 1-3.

**Approve Safety & Security Plan**

**Approve School Nursing Services Plan 2012-2013**

**Approve Memorandum of Agreement**

- 1) **Motion to approve** the Safety and Security Plan and to authorize the Superintendent to submit same to the NJDOE.
- 2) **Motion to approve** the School Nursing Services Plan for 2012-2013 and to authorize the Superintendent to submit same to the Hunterdon County Office of Education.
- 3) **Motion to authorize** the Superintendent and Board President to sign the Uniform Memorandum of Agreement and to submit same to the Hunterdon County Office of Education.

**Electronic Violence and Vandalism Report 2011-2012**

**ROLL CALL**

**M  
S**

**Roll Call:**

- |                             |                             |
|-----------------------------|-----------------------------|
| William Stover - VP – Aye   | Alan Schwartz -Aye          |
| Janice Stemple – Aye        | Ann Willard - Aye           |
| Larissa Critelli - Aye      | William Stover - VP- Aye    |
| Kay Daughters-Musnuff - Aye | Robert Imhoff – Pres. - Aye |

**8 Ayes; Motion Passes**

- 4. **Electronic Violence and Vandalism Report 2011-2012**
  - a. **OPEN PUBLIC HEARING**  
**Larissa Critelli motioned, seconded by Karen Yaskanin-Jones, unanimously carried, to open a Public Hearing** so that the Superintendent may

**School Business Administrator’s Report**

report on 2011-2012 School Violence and Vandalism as required by N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3(f).

b. **PUBLIC COMMENTS**

None.

c. **CLOSE PUBLIC HEARING**

**Ann Willard motioned, seconded by Kay Daughters-Musnuff, unanimously carried, to close Public Hearing** and return to the Regular Business portion of the Board meeting.

**5. School Business Administrator's Report**

a. **General Information Items**

- 1) 2011-2012 Financial Audit
- 2) Call Manager update
- 3) Middle School Capital Project
- 4) 2013-2014 Budget Parameters  
(Attachment #13)
- 5) Mid Year Budget Review
- 6) NJ School Digest – September 2012  
(Attachment #14)
- 7) Solar Project – Tabled until November 2012 meeting when a decision will be made to proceed to RFP or not.

b. **Monthly Facility Maintenance Report**

- 1) ES – Hot water in library sink; aquastat on domestic hot water circulating pump; fresh air makeup for hot water heater – external louvers and fire panel
- 2) MS – replaced circulating pump

c. **Vandalism Report**

There were no acts of vandalism since our last meeting.

**d. Monthly Investment Interest – September 2012**

Account	Peapack-Gladstone Bank
Agency	\$ 1.83

Capital Reserve	\$ 15.25
Current	\$ 96.19
Food Service	\$ .76
Maintenance	\$ 18.05
Payroll	\$ 1.15
Student Activity	\$ 1.20
Unemployment	\$ 4.20
FSA	\$ .03
<b>Total</b>	<b>\$ 138.66</b>

MS Principal's Report

ES Principal's Report

PERSONNEL

**5. Middle School Principal's Report (Via E-Mail)**

**6. Elementary School Principal's Report (Via E-Mail)**

**H. PERSONNEL**

Based upon a recommendation of the Superintendent, Janice Stemple motioned to approve the following items #1 – 3.

Karen Yaskanin-Jones seconded the motion.

Approve Homebound Instructors

**1. Motion to approve** the following as **Homebound Instructors** to be used if needed during the 2012-2013 school year and to be compensated at the hourly rate of \$35.42 in accordance with the 2011-2014 negotiated agreement:

- a. Susan Butkosky
- b. Roselli Guardia
- c. Lynn Hughes (4<sup>th</sup> grade only)
- d. Judy LaGreca  
(Mrkg. Pds. 2-4)
- e. Nicole Locorotondo
- f. Paige McGaheran
- g. Kristine Naumann
- h. Kim Sandorff
- i. Anna Sbriscia
- j. Judy Rogers
- k. Kim Terzuolo

Approve Substitutes

**2. Motion to approve** the following substitutes for the 2012-2013 school year:

Andrea Damboise  
Kevin Vitale

Approve Matthew Magnuson externship with K. Lazzara January 7, 2013 – April 5, 2013

**3. Motion to approve Matthew Magnuson**, East Stroudsburg University graduate student, to complete an externship in Speech-Language Pathology from January 7, 2013 through April 5, 2013, with Kathryn Lazzara serving as the cooperating certified Speech-Language Pathologist.

ROLL CALL  
M  
S

**Roll Call:**

- Janice Stemple – Aye
- Karen Yaskanin-Jones – Aye
- Larissa Critelli - Aye
- Alan Schwartz -Aye
- Ann Willard - Aye
- William Stover - VP- Aye

Kay Daughters-Musnuff – Aye Robert Imhoff – Pres. - Aye

## 8 Ayes; Motion Passes

### I. CURRICULUM & INSTRUCTION

Based upon the recommendation of the Curriculum Committee in consultation with the Superintendent, Kay Daughters-Musnuff motioned, seconded by Larissa Critelli to approve the following trips/transportation items 1 -3.

### CURRICULUM & INSTRUCTION

Fourth Grade to HC Clerk's Office and Courthouses March 13, 2013

1. **Motion to approve** the annual field trip plan for Elementary and Middle School. (Attachment #15)

Annual Field Trip Plan ES/MS

2. **Motion to approve** the following class trips and transportation:

Class Trips and Transportation

a) **Kindergarten and Preschool to the West Portal Pumpkin Patch, Bloomsbury, NJ** on October 26, 2012 to visit the animals, learn about the farm, pick pumpkins and go on a hayride. This trip correlates with science units on “animals and their habitats” and “how things grow”. Transportation will be provided by ESC at a cost of \$330.00 for one bus. The cost per student of \$14.25 which includes transportation and admission is to be borne by parents/guardians.

Kindergarten and Preschool West Portal Pumpkin Patch October 26, 2012

Fourth Grade to State Capital April 16, 2013

b) **Fourth Grade to Veterans Memorial Park, High Bridge** on November 6<sup>th</sup>, 2012 (raindate 11/7/12) for park tour given by American Legion Post #188 Captain. This trip correlates to 4<sup>th</sup> grade social studies curriculum and State core standards 6.1, 6.2, 6.3. There are no costs involved with the trip as students will be walking.

Fourth Grade Veterans Memorial Park – High Bridge November 6, 2012

Fourth and Fifth Grade Environmental Club High Bridge Commons Park May 17, 2013

c) **Fourth Grade to Borough Hall, High Bridge**, on March 8<sup>th</sup>, 2013 (raindate 3/11/13) to visit Borough Hall and High Bridge Public Library. This trip correlates to 4<sup>th</sup> grade social studies curriculum and State core standards 6.1, 6.3. There are no costs involved with the trip as students will be walking.

Fourth Grade to Borough Hall – High Bridge March 8, 2013

Fourth and Fifth Grade Environmental Club to Raritan Headwaters High Bridge May 24, 2013

d) **Fourth Grade to Hunterdon County Clerk's Office, Hall of Records, and County Courthouses** on Wednesday, March 13, 2013. This trip correlates with social studies curriculum units on governments and local history and addresses NJ State core

Eighth Grade Student Leaders Main Street High Bridge November 21, 2012

standards 6.1, 6.3. Transportation will be provided by ESC at a cost of \$214.50 for one bus. Cost per student of \$5.75 is to cover transportation and will be borne by parents/guardians.

- e) **Fourth Grade to State Capital, Old Barracks, State House and WWII Memorial, Trenton, NJ** on Tuesday, April 16, 2013. This trip correlates to 4<sup>th</sup> grade Social Studies curriculum units on NJ History and Government and addresses NJ Core Standards: 6.1, 6.2, & 6.3. Transportation to be provided by First Student at a cost of \$395.00 for one bus. The cost per student of \$3.75 includes admission of \$6.00 and transportation and is to be borne by parents/guardians as amended.
- f) **Fourth and Fifth Grade Environmental Club to High Bridge Commons Park**, on May 17<sup>th</sup>, 2013 for community service activity (weed, mulch, plant, litter pick-up at park). This trip correlates with health, science social studies curriculums and State core standards 5.1, 5.3, 5.4, 6.1. There are no costs involved with the trip as students will be walking.
- g) **Fourth and Fifth Grade Environmental Club to Raritan Headwaters, High Bridge, (behind Gronsky's)**, on May 24<sup>th</sup>, 2013 (rain date 5/30/13) for river monitoring activities with a trained South Branch Watershed Authority instructor. This trip correlates with science curriculum and State core standards 5.1, 5.3, 5.4. There are no transportation costs involved with the trip as students will be walking.
- h) **Eighth Grade Student Leaders** to Main Street, High Bridge on Wednesday, November 21, 2012 to decorate Main Street. There are no costs associated with the trip as students will be walking.
- i) **Selected G/T Students** to participate in the following North Hunterdon Consortium activities/trips. Admission fees where applicable are paid from G/T budget. Transportation costs will be divided up between participating districts and billed at the end of the school year.

GT Students NH  
Consortium  
Activities/Trips



Date Rain/Snow Date	Activity	# Students Grade level	Location	Cost
12/7/12 12/10/12	ART Line I	8 6 <sup>th</sup> graders	Hunterdon Museum of Art	\$6.00 per student
1/15/13 1/17/13	Math Convocation	4 7 <sup>th</sup> graders 8 5 <sup>th</sup> graders	Clinton Public School	N/A
2/5/13 2/7/13	Poetry Slam	TBD	Conely School, Bethlehe m Twp.	N/A
4/18/13	Crime Scene Investigation	8 6 <sup>th</sup> graders	Clinton Public School	N/A
5/10/13	ART Lines II	8 6 <sup>th</sup> graders	High Bridge Middle School	N/A
5/23/13	Documentary Film Fest	7 <sup>th</sup> & 8 <sup>th</sup> grade Unlimited	Clinton Twp. Middle School	N/A

ES/MS BD and ES  
MD Trips

- j) **Elementary and Middle School BD classes and Elementary MD class \*** to participate in the following vocational trips with transportation to be provided by ESC with all costs of transportation and admission to be paid for by the district as part of community based instruction.

Date / Rain Date	Location	Admission Costs	Transportation
10/24/12	West Portal Pumpkin Patch, Bloomsbury, NJ	\$8.00	\$150.00
11/14/12	* ShopRite, Clinton, NJ		\$156.00 (2 buses)
12/5/12	ShopRite, Clinton, NJ		\$78.00
12/19/12	* Phillipsburg Mall, Phillipsburg, NJ		\$300.00 (2 buses)
1/9/13	ShopRite, Clinton, NJ		\$78.00
1/23/13	* Clinton Station Diner, Clinton, NJ		\$156.00 (2 buses)
2/6/13	* ShopRite, Clinton, NJ		\$156.00 (2 buses)
2/20/13	* Oakwood		\$300.00 (2 buses)

	Lanes, Washington, NJ		
3/4/13	* Cirque, Raritan Valley Community College, Branchburg, NJ	\$10.00	\$210.00 (2 buses)
3/6/13	ShopRite, Clinton, NJ		\$78.00
3/20/13	* Target, Phillipsburg, NJ		\$300.00 (2 buses)
4/10/13	ShopRite, Clinton, NJ		\$78.00
5/15/13	ShopRite, Clinton, NJ		\$78.00
6/2013 (TBD)	Regal Cinema, Phillipsburg, NJ	\$8.50	\$300.00

It is noted that the number of 4<sup>th</sup> grade trips for the 2012-2013 school year is consistent with the amount in previous years.

Revised ELA  
Curriculum Grades 6-8

**PAYMENT OF BILLS**

- Motion to adopt** the revised English Language Arts Curriculum (Grades 6-8) as recommended by the Curriculum Committee. (Attachment #16)

Checks 9/7 – 9/30/12  
\$84,361.24  
9/15/12 Payroll  
\$237,646.34  
9/30/12 Payroll  
\$233,257.49

**FINANCE/  
FACILITIES**

**Roll Call:**

Kay Daughters-Musnuff - Aye    Ann Willard - Aye  
Larissa Critelli – Aye            Karen Yaskanin-Jones- Aye  
Alan Schwartz - Aye                William Stover – VP - Aye  
Janice Stemple– Aye                Robert Imhoff – Pres. - Aye

Checks 10/1 -10/4/12  
\$142,029.88

**8 Ayes; Motion Passes**

Cafeteria \$64.90

**J. FINANCE/FACILITIES**

Based upon the recommendation of the Superintendent and School Business Administrator/Board Secretary, William Stover made a motion, seconded by Janice Stemple to approve the following items # 1 - 6.

**FINANCIAL REPORTS**

August 2012

**1. PAYMENT OF BILLS**

**a) Audit of Invoices (Attachment #17)**

**Approve** invoices for Current Expense in the following amounts:

Check Register September 7 - 30, 2012 \$ 84,361.24

Payroll 9/15/12	\$237,646.34
Payroll 9/30/12	<u>\$233,257.49</u>
<b>Total</b>	<b>\$555,265.07</b>

**Approve** invoices for Current Expense in the following amounts:

Check Register, October 1- 4, 2012      **\$142,029.88**

**Approve** invoices for **Cafeteria** Account in the amount of **\$64.90**

Date	Vendor	Amount	Description	Check No.
9/20/12	NJ Dept. of Agriculture	\$ 10.90	Inv. 141283	1344
10/2/12	NJ Dept. of Agriculture	\$ 54.00	Inv. 142342	1345
	<b>T</b>	<b>\$ 64.90</b>		
	<b>otal</b>			

## 2. FINANCIAL REPORTS

### **Report of the Board Secretary for August 2012 & Treasurer's Report for July 2012 (Attachment #18)**

**Resolved**, that the Board of Education accept the Board Secretary's Financial Reports for the month of August 2012 as per the procedure instituted by the State Department of Education, wherein the required certification by the Board Secretary is adhered to in the attachment.

### **Line Item Transfers for September 30, 2012– (Attachment #19)**

**Resolved**, that the Board of Education approve the budget transfers as listed in the attachment and request the Board Secretary to addend a copy of the list to the minutes.

### **Certification of Fund Balances**

**Resolved**, that pursuant to N.J.A.C. 6A:23A-16.10(b), the Board of Education certify that as of October 8, 2012, after review of the Secretary's monthly financial reports (appropriations section), and upon consultation with the appropriate district officials, shall certify in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16:10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year and we request the Board Secretary to addend a

copy of the Secretary's Report to the minutes.

\_\_\_\_\_  
October 8, 2012

\_\_\_\_\_  
Gail Woicekowski  
Business Administrator/Board Secretary

**USE OF FACILITIES**

**Cadet GS Troop 80894 MS  
Classroom**

**3. USE OF FACILITIES (Attachment #20)**

- a. Motion to approve** Cadet Girl Scouts Troop #80894 use of Middle School Classroom from 6:00 p.m. to 7:30 p.m. beginning October 11, 2012 through May 23, 2013. Please see attached dates.

**Advisor – Leigh Ann Russell**

**Cub Scout Pack 149 ES  
Classroom**

- b. Motion to approve** Cub Scout Pack 149, Den 2, use of Elementary School Classroom from 3:00 p.m. to 4:30 p.m. beginning October 11, 2012 through May 30, 2013. Please see attached dates.

**Advisor – David M. Gove**

**HBYS ES/MS Gym**

- c. Motion to approve** High Bridge Youth Basketball use of Elementary School All Purpose Room and Middle School Gym beginning November 1, 2012 through March 2013. Please see attached dates.

**Advisor – Gary Mills**

**Some dates/times may conflict with other prior approved activities.**

**PTO ES/MS**

- d. Motion to approve** PTO use of Elementary School Classrooms and All Purpose Room and Middle School Classrooms, Gym and Cafeteria for various activities beginning October 2012 through June 2013. Please see attached list. **Advisor – Cynthia Sharkey**

**Disposal of Electronics  
ES/MS**

**HB Cultural & Heritage  
Committee MS Gym**

- e. Motion to approve High Bridge Cultural & Heritage Committee** – Use of Middle School Gym for Halloween Parade on Saturday, October 27, 2012 in the event of inclement weather, from 11:00 am until 3:00 pm. **Advisor: Doug Walker**

**4. Motion to approve** the proper disposal of a broken TV from the Elementary School and the following computers, monitors and printers:

HP Laser Jet CB410A  
Brother Fax Machine LS0087001  
HPLaserjet Printer, BOE# 00660  
HP Scanner, S# c7690a

**Use of Capital Reserve  
Funds for 2012 Capital  
Projects**

HP Printer, S# mx52150s2  
Phillips TV/Monitor, S# 11933343  
Dell Monitor, S# mx-08d466-47741-2bb-40a7  
Dell Monitor, S# cn-095wup-46633-25f-81qd  
Dell Desktop Computer, BOE# 00668  
Dell Desktop Computer, S# 09d224  
Vision Graphic Monitor, S# 8822009620  
Vision Graphic Monitor, S# 8822009597

## **5. Resolution for Use of Capital Reserve funds for 2012 Capital Projects**

**Whereas** the High Bridge Board of Education (hereinafter referred to as the “Board of Education”) has established a capital reserve account pursuant to N.J.S.A. 18A:21-2 and 3 and N.J.S.A. 18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

**Whereas**, pursuant to N.J.A.C. 6A:23A-14.1, the Board of Education may use the capital reserve account to implement a capital project in the District’s Long Range Facility Plan (hereinafter referred to as “LRFP”) as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

**Whereas**, pursuant to N.J.A.C. 6A:23A-14.1, the Board of Education may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay/major account/fund to fund the total costs for other capital projects that would not otherwise be eligible for State support as determined in accordance with N.J.A.C. 6A:26-3; and

**Whereas**, as the original purpose of other capital project is within the scope of the school district’s approved LRFP and approval of the other capital project was obtained when the funds were deposited in to the capital reserve account; and

**Whereas**, the Project entitled, “Exterior Door, Partial Roof & Flooring Replacement,” DOE Project No. 2140-055-12-2000 is an approved other capital project in the District’s approved LRFP which is being funded by funds in the capital reserve account for the local share of the school facilities project.

Now, therefore, be it resolved that the Board of Education hereby approves the transfer from the capital reserve account to the capital outlay/major account/fund in the amount of \$82,000, representing the amount necessary to fund the additional costs in connection with the approved school facilities project, the “Exterior Door, Partial Roof & Flooring Replacement,” DOE Project No. 2140-055-12-2000. This resolution shall take effect immediately.

Renewal Application  
ES/MS

**6. Motion to approve** submission of the Renewal Application for Change of Educational Space to the Hunterdon County Office of Education for the Multiple Disabled Self-Contained Classroom in the Elementary School and the Speech Language Service area in the Middle School. **(Attachment #21)**

NEW BUSINESS

ROLL CALL

M  
S

**Roll Call:**

William Stover - VP – Aye                      Alan Schwartz – Aye  
Janice Stemple – Aye,                              Ann Willard - Aye  
Larissa Critelli – Aye                              Karen Yaskanin-Jones-Aye  
Kay Daughters-Musnuff – Aye                      Robert Imhoff – Pres. –Aye

PUBLIC COMMENTS

EXECUTIVE/  
CLOSED SESSION

TRAVEL

**8 Ayes; Motion Passes**

**K. TRAVEL EXPENDITURE APPROVAL  
(Attachment #22)**

Based upon the recommendation of the School Business Administrator/Board Secretary, William Stover motioned to approve the following (Attachment #22) Staff/Board members to attend workshops, conferences, etc. based upon the guidelines of the Travel Expenditure Resolution adopted November 5, 2007, seconded by Janice Stemple (Attachment #22)

ROLL CALL

M  
S

**Roll Call:**

William Stover - VP – Aye                      Alan Schwartz – Aye  
Janice Stemple – Aye                              Ann Willard - Aye  
Larissa Critelli – Aye                              Karen Yaskanin-Jones - Aye  
Kay Daughters-Musnuff – Aye                      Robert Imhoff – Pres. - Aye

**8 Ayes; Motion Passes**

**L. NEW BUSINESS**

None.

RECOVENE PUBLIC  
SESSION

**M. PUBLIC COMMENTS**

Mrs. Sharkey noted that PTO has not stipulated how much they are contributing to offset trips as per item “e” page 8.

**N. EXECUTIVE/CLOSED SESSION**

Based upon the recommendation of the Superintendent, Janice Stemple requested a motion to approve the following resolution to enter into Executive Session at 8:20 p.m.; Karen Yaskanin-Jones seconded the motion. Unanimously carried.

Resolved, that the Board of Education move into closed session for the purpose of discussing personnel, legal, and contractual matters; and be it further

Resolved, that the results of the discussion will be made public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

- Legal Matter – Alparone vs. High Bridge Board of Education
- September 10, 2012 Executive Meeting Minutes

William Stover motioned to exit executive session and return to public session at 8:28 p.m. Kay Daughters-Musnuff seconded the motion. Unanimously carried.

**O. RECOVENE PUBLIC SESSION**

Board of Education discussed the movement of the annual school Halloween parade at the elementary school from the afternoon to the morning as planned by the elementary school Principal. In previous years when the parade was held in the afternoon parents would arrive in the morning with their younger children and in some cases disrupted the flow of education for the day. When holding the parade in the afternoon, students are ready for Trick or Treating and parents wouldn't have to worry about dressing/preparing the students

in the AM. If the parade is held in the morning, students have to get dressed twice because the town Trick or Treating is that evening. The Board of Education supports the decision of the elementary school Principal on when the Halloween parade will be held this year.

Board President Robert Imhoff recommended that Mr. Bizzoco, Elementary School Principal, appear on the local broadcast to talk about school choice.

**ACTION ITEMS**

**P. ACTION ITEMS**

**ADOPTION OF EXECUTIVE MINUTES**

**Q. ADOPTION OF EXECUTIVE MINUTES FROM PREVIOUS MEETINGS**

Based upon the recommendation of the School Business Administrator/Board Secretary, William Stover motioned, seconded by Kay Daughters-Musnuff to approve the following item.

September 10, 2012

- 1. September 10, 2012 Executive Meeting Minutes as amended

**ROLL CALL**

**M  
S**

**Roll Call:**

William Stover - VP – Aye	Janice Stemple – Aye
Kay Daughters-Musnuff – Aye	Ann Willard - Aye
Larissa Critelli – Abstain	Karen Yaskanin-Jones - Aye
Alan Schwartz– Aye	Robert Imhoff – Pres. - Aye

**7 Ayes; 1 Abstention; Motion Passes**

**ADJOURNMENT**

**R. ADJOURNMENT**

Having no further business to come before the Board, Ann Willard motioned to adjourn the meeting at 8:51 p.m. The motion was seconded by Janice Stemple. Unanimously carried.

Respectfully submitted,

Gail Woicekowski  
Board Secretary/ Business Administrator