

**NATIONAL PARK ELEMENTARY SCHOOL DISTRICT  
NATIONAL PARK, NJ 08063  
MINUTES  
DECEMBER 3, 2009**

Call Meeting to Order I, Richard Maska, President, call this meeting to order under the open public meetings act at 7:00 PM.

This is to advise the general public and to instruct that it be recorded in the Minutes, that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the National Park Board of Education on May 13, 2009, caused to be posted at the Business Office of the Board of Education located at 770 Tanyard Road, New Jersey and advertised in the Courier Post May 16, 2009 and in the Gloucester County Times on November 29, 2009 a meeting notice setting forth the time, date and location of this meeting.

Pledge of Allegiance

Roll Call

MEMBERS PRESENT	MEMBERS ABSENT	ALSO PRESENT
Mrs. Albert-Royal	Mrs. Hibbs	Mrs. Stumpo, Interim Superintendent
Mr. Grant	Mr. Jarrell	Mrs. Contrevo, SBA/BS
Mr. Lukasiewicz	Mrs. Sholders	
Mr. Maska	Mr. Straub	
Mrs. Zuzulock		

Approval of Minutes Motion by Zuzulock seconded by Grant that the Board of Education approve the minutes of the November 12, 2009, meeting as presented in duplicated form and to dispense with the reading of same.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Financial Report  
Period Ending  
October 2009

Motion by Grant seconded by Albert-Royal that the Board of Education approve the following resolution:

**Board Secretary Financial, Revenue and Treasurer's Reports**

- A.** Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October, 2009. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23-2.11 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- B.** Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October, 2009. The Treasurer's Report and Secretary's report are in agreement for the month October, 2009.
- C.** Board Secretary in accordance with N.J.A.C. 6A:23 – 2.11 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

- D. Board of Education Certification – pursuant to N.J.A.C. 6A:23 – 2.11 (c)4  
We certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23 – 2.11 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

\_\_\_\_\_  
Donna J. Contrevo, Business Administrator

December 3, 2009  
Date

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Communications

- A. Young Authors Conference request for a donation.
- B. Memo from Judy Herbst on the Annual Yearly Progress (AYP) of district test scores.

Recognition of Citizens  
for agenda items only

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein and the Chief School Administrator prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff have had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to topics to be addressed on the published agenda and limited in length to 5 minutes.

Albie Hinkson and Jeff Wenner were present.

No Public Comment.

Secretary’s Report

- A. Mandatory Board Member Training on January 9, 2010 – Board Members to attend: Mr. Jarrell, Mr. Lukasiewicz, and Mrs. Sholders.
- B. Gloucester & Camden County School Boards Associations Joint General Membership Meeting: Ethics and Governance Aspects of Quality Single Accountability Continuum (NJQSAC) Training on January 7, 2010
- C. County Meeting Update on consolidation/budget – the State may be cutting State Aid payments to districts therefore we are being asked to freeze spending; the push for consolidation has shifted to looking at shared services and there is no money at the state to move forward with feasibility studies.
- D. Gateway School Business Administrator Update – Mrs. Contrevo will be appointed as the new business administrator for Gateway Regional. It will not be official until after their Board meeting next Wednesday.
- E. Gloucester, Cumberland, Salem School Districts Joint Insurance Fund (GCSSDJIF) Safety Incentive Program Winner of \$500.00 – we will need to set up a Health and Safety Committee meeting in the near future.

Superintendent's  
Report

- A. Fire Drills were conducted on: November 18, 2009 from 9:10 to 9:14 AM  
November 24, 2009 from 2:03 – 2:10 PM

The building was evacuated with a fully functioning alarm system.

- B. Nurses Report – November 2009 was distributed.
- C. Gateway Group Representative's Meeting on December 15<sup>th</sup> at 7:00 PM – The purpose of the meeting is to discuss shared services with Dr. Stanwood. Mr. Grant will attend as appointee.
- D. H1N1 Clinic – Most districts in the County are hosting clinics. Gateway has decided to host for Gateway Group residences only. It will be run by the Department of Health. No date has yet been determined.
- E. Quality Single Accountability Continuum (QSAC) Update – reviewed new District Performance Review (DPR) scores. Instruction and Program scores are now over 80 points, Operations Management is at 50 points and Personnel is still below 80 points.
- F. Mobile Dentist Visit – Very important and a great service to our district. There were 12 pupils identified with serious dental issues.
- G. Enrollment as of November 2009

PK	32	4th	36
KD	34	5th	57
1st	36	6th	46
2nd	30	Tuition O-of-D	6
3rd	40	Total	317

- H. Policy Manual – Mrs. Stumpo asked Mr. Lukasiewicz to discuss putting our manual on the district website. He explained that we would need to compress the documents and make them PDF files. Shane Sammons investigated and found that most districts have some form of their policy on their websites. After seeing how they do it we are moving forward. No timeline has been set to have it completed. We will review where we stand at the January Board meeting.

## Old Business

- A. Community Forum – Mr. Grant said there was a good turnout, good sharing of ideas, and suggestions. Some conflicts were discussed and were able to be resolved. We need to try to reach out to more residents.
- B. Recycle Bank – Mr. Grant inquired as to where we stand on this issue. Mrs. Stumpo stated that Pam Wolcott and Mike Hink are investigating. If the district meets the criteria, we will do a grant application.
- C. Energy Audit – Mr. Grant asked about the article in the Gloucester County Times about Kingsway Regional. They've hired a person who oversees and educates the staff on conserving energy. Mrs. Contrevo will see what happens with Gateway Regional High School as they are meeting with representatives. She has already spoken to Garrison Architects about this issue.

## New Business

## Finance Committee

BUDGET  
APPROPRIATIONS  
TRANSFERS

Motion by Grant seconded by Albert-Royal that the Board of Education, on the recommendation of the Superintendent and the School Business Administrator, approve the following budget appropriation transfers between accounts in the Generally Accepted Accounting Principals (GAAP) format as per attached list.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

APPROVAL OF NO CHILD  
LEFT BEHIND (NCLB)

CARRY-OVER FUNDS Motion by Grant seconded by Lukasiewicz that the Board of Education, on the recommendation of the School Business Administrator approve the carry-over budget amounts for FY2009 in the following amounts:

NCLB	Title II-A	\$160.72
NCLB	Title II - D	\$8.00

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

APPROVAL OF  
CONFERENCES/  
WORKSHOPS

Motion by Grant seconded by Zuzulock that the Board of Education, on the recommendation of the Superintendent, approve or acknowledge the following meeting(s) and/or workshop/conference(s):

FIRST NAME	LAST NAME	WORKSHOP/ CONFERENCE	DATE(S)	COST
Melissa	Coleman	The Best of the Best Websites Voorhees, NJ	1/7/10	Registration - \$199.00 Mileage - \$9.22
Debbie	Eichman	NJASK Strategies, Gr. 3 – 4 Rowan University	1/11/10	Registration \$125.00 Mileage - \$9.55
Colleen	McIntyre	NJASK Strategies, Gr. 5 – 8 Rowan University	1/12/10	Registration \$125.00 Mileage - \$9.55
Allyson	Petronis	Conference for NJ Kdg. Teachers Atlantic City, NJ	2/19/09	Registration - \$219.00 Mileage - \$37.12
Judy	Price	Conference for NJ Kdg. Teachers Atlantic City, NJ	2/18/09	Registration - \$219.00 Mileage - \$37.12

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

LITERACY COACH Motion by Grant seconded by Albert-Royal that the Board of Education, on the recommendation of the Superintendent, approve Denise Serico, Literacy Coach, for services rendered through June 30, 2010, at the following cost:

Amount	Fund
\$4,769.00	Title IA
\$3,531.00	Title IIA
\$869.00	ARRA Title I
<b>\$9,169.00</b>	<b>Total</b>

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT (GCSSSD) CONTRACTS

Motion by Grant seconded by Lukasiewicz that the Board of Education, on the recommendation of the Superintendent approve the following contracts with Gloucester County Special Services School District for the 2009-2010 school year:

Type of Service	Time/Week	Total Hours	Total Amount	Fee
Occupational Therapy (OT)	13 hours/week	468 hours	\$35,100.00	\$75/hour
Physical Therapy (PT)	4 hours/week	144 hours	\$10,800.00	\$75/hour
Auxiliary Speech – Language	5 days/week	180 days	\$87,840.00	\$488/day

(This represents an approximate 4% increase for OT & PT and 4.9% increase for Speech.)

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Property/Building/Safety

PROPERTY UPDATE Roof/Asbestos – the architect believes that some of the roof decking contains asbestos. Horizon Environmental has been out to take samples and we are waiting for test results.

PROPERTY UPDATE Long Range Facility Plan Approval Letter – has been received from the State. We are now able to revise our plan. Since Garrison did the initial report, we will have them update it as we move forward with roofing plans.

Curriculum/Coordinated Activities

FIELD TRIP EXPERIENCES

Motion by Zuzulock seconded by Albert-Royal that the Board of Education, on the recommendation of the Superintendent, approve the following field trip experiences:

Grade	Activity	Date
6 <sup>th</sup> Grade	Gateway Regional High School	May 25, 2010
Student Council	Wal-Mart, Toys R Us, & Friendly's in Deptford for Giving Tree	December 9, 2009

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

#### TRANSPORTATION – PROPOSED

2009-2010 SCHOOL YEAR

ROUTES – ADDITIONAL

ROUTE

Motion by Zuzulock seconded by Grant that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following proposed route:

Route Number	School	Student	Cost per Student	Total Cost
GW-36	Gloucester Catholic/St. Mary's	1	\$884.00	\$884.00

Note: All other transportation routes were approved on October 1<sup>st</sup>. This route was missed.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

#### CREATIVE CURRICULUM

FOR PRESCHOOL

Motion by Zuzulock seconded by Albert-Royal that the Board of Education, on the recommendation of the Superintendent, approve the Creative Curriculum for Preschool to replace our previously approved Gateway Group Preschool Curriculum. New Adoption recommended by Tonia Davis, New Jersey Department of Education Early Childhood Specialist and endorsed by Mrs. Judy Herbst.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

#### Personnel

SUBSTITUTE  
TEACHERS

Motion by Albert-Royal seconded by Grant that the Board of Education, on the recommendation of the Superintendent approve the attached Source4Teachers list and the following district substitute teachers for the 2009-10 school year:

Kathryn Dreger - Nurse  
Thomas Puzzutelli

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

#### Student & Community

YOUNG AUTHOR'S  
CONFERENCE  
CONTRIBUTION

Motion by Zuzulock seconded by Lukasiewicz that the Board of Education, on the recommendation of the Superintendent, approve a \$400 contribution to the annual Young Authors' Conference for an assembly and classroom lessons by an author-in-residence.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Technology

Mr. Lukasiewicz informed the Board that the next committee meeting will be scheduled in January.

Board Policy

POLICIES FOR SECOND READING AND ADOPTION

Motion by Grant seconded by Albert-Royal that the Board of Education, on the recommendation of the Superintendent and Policy Committee, approve for second reading and adoption the following policies:

5131.1 AP	The Code of Conduct
4251.1	Personal Illness & Injury/Health & Hardship
4251.7	Emergency/Personal Leave

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Recognition of Citizens and Staff non-agenda items

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein and the Superintendent prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff has had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited in length to 5 minutes.

No Public Comment.

Executive Session

Matters to be discussed under Section 8, Open Public Meeting Act.

Motion by Grant seconded by Albert-Royal to adopt the following resolution to recess meeting to discuss **Personnel**:

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and whereas this public body is of the opinion that such circumstances presently exist. Now, therefore, be it resolved by the National Park Board of Education, County of Gloucester, State of New Jersey, as follows: Pending Litigation and Personnel.

1. The public shall be excluded from discussion and action upon hereafter specified subject matters. They are:
  - a. Any matter which by express provision of federal law or state statute or rule of court shall be rendered confidential.
  - b. Matters dealing with Federal Funding.
  - c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.
  - d. Matters dealing with collective bargaining.

- e. Matters dealing with the sale or purchase of public land.
- f. Discussion of any pending or anticipated litigation or contract negotiation.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Time 7:50 PM

Return to Public Session

Motion by Grant seconded by Albert-Royal to return to open public session.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Time 8:34 PM

Property/Building/Safety

APPROVE USE OF FACILITIES

Motion by Grant seconded by Lukasiewicz that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the use of facilities as listed below:

ORGANIZATION	FACILITY	DATES	TIMES	EVENT
River Winds Community Church Contact: Pastor Carlos Matos	All Purpose Room	Sundays beginning January 10, 2010 through June 2010	8:30 – 11:30 AM	Worship Service

Note: Approval is contingent upon getting custodial coverage. Charges to be \$75.00 per hour and a minimum of \$225.00 each Sunday. The facilities are not available on the following dates: Sunday, March 28, 2010, and Sunday, April 4, 2010.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Other Business

DISCUSSION

Implementation of Board Goals – it was decided to wait until we have a larger Board contingent. There was some discussion of placing policies on the web, community forum, budget meetings with Council and Home and School Association, doing a survey of the community, and in general, taking smaller steps to accomplish and measure the goal.

Board/Committee Meetings

Next meeting date: Thursday, January 7, 2010 @ 7:00 PM

Policy Committee Meeting: Thursday, January 7, 2010 @ 6:00 PM

Payment of Bills

Motion by Grant seconded by Albert-Royal that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve payment of bills as follows (Bill list attached):

<b>ACCOUNT PERIOD/BATCH #</b>	<b>TOTAL AMOUNT</b>
December 2009/Warrant – P26	\$170,597.99
<b>Total</b>	<b>\$170,597.99</b>

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Adjournment

Motion by Zuzulock seconded by Grant to adjourn meeting at 8:40 PM.

Roll Call Vote: Albert-Royal, Grant, Lukasiewicz, Maska, and Zuzulock voting YES.

Motion Carried

Respectively submitted,

Donna J. Contrevo  
Board Secretary

