

# HIGH BRIDGE BOARD OF EDUCATION

## REGULAR MONTHLY MEETING AND GOAL SETTING AGENDA

MONDAY, AUGUST 8, 2011

### A. OPENING OF MEETING – 6:00 PM

#### Required Notice of Open Public Meeting

Being duly posted at the following locations: High Bridge Middle School's and Elementary School's front doors, High Bridge Borough Hall office; and advertised, in accordance with the Open Public Meetings Act, in the following newspapers: Hunterdon Democrat and the Courier News. This meeting will convene at 6:00 pm on Monday, August 8, 2011, in Room #209 (Computer Lab) at the High Bridge Middle School, 50 Thomas Street, High Bridge, NJ 08829. Formal action will be taken if needed.

### B. PLEDGE OF ALLEGIANCE

### C. READING OF THE MISSION STATEMENT - Superintendent

### D. ROLL CALL by Thomas Lambe, Board Secretary

Larissa Critelli

Janice Stemple

Kay Daughters-Musnuff

William Stover – Vice President

Karen Yaskanin-Jones

Robert Imhoff – President

### E. GOAL SETTING

Jane Kershner of New Jersey School Board Association will discuss with the Board their goals for the 2011-2012 school year.

### F. PUBLIC COMMENTS

This period of time provides an opportunity for the public to speak on any topic related to the High Bridge Public Schools.

### G. EXECUTIVE SESSION:

Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss personnel matters, pending litigation, negotiations and other such related matters.

- Interview candidate for School Board

The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

**H. RECONVENE PUBLIC SESSION**

**I. NEW BOARD MEMBER APPOINTMENT**

**1. Request a motion** to appoint \_\_\_\_\_ as board member.

**Roll Call:**

Larissa Critelli

William Stover – Vice President

Kay Daughters-Musnuff

Karen Yaskanin-Jones

Janice Stemple

Robert Imhoff – President

**2.** The School Business Administrator will issue the Oath of Office to the newly appointed Board Member.

**J. REVIEW OF OFFICIAL CORRESPONDENCE (Attachment #1)**

<u>Name</u>	<u>Date</u>	<u>Subject</u>
8 <sup>th</sup> grade Class of 2011	5/21/11	Washington D.C. trip thank you
Thomas Lambe	6/30/11	Letter of resignation
Myrna Medina	7/1/11	Letter of resignation
Kathryn Kunz	7/20/11	Letter of resignation
Kathleen Barone	7/26/11	Letter of resignation
Kathleen Meyer-Crane	7/26/11	Letter of resignation
Catherine Hoos	7/28/11	Letter of resignation
Sally Brunkus	7/29/11	Letter of resignation
Maureen Gargas	8/1/11	Letter of resignation
Marie Laurita	8/4/11	Letter of resignation

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

June 20, 2011 Regular Meeting Minutes (Attachment #2)

**L. REPORTS TO THE BOARD**

**1. Follow Up Items:**

**2. Board President’s Report**

a) Review of NJSBA recommended Board tasks, as per checklist (Attachment #3)

b) Board Committees and Chairperson

- **Community Relations – Kay Daughters-Musnuff, Chairperson**  
\_\_\_\_\_ and \_\_\_\_\_

- **Curriculum and Instruction – Kay Daughters-Musnuff, Chairperson**  
Larissa Critelli and \_\_\_\_\_

- **Finance/Facilities – William Stover, Chairperson**  
Larissa Critelli, and Janice Stemple
  - **Personnel and Management – Janice Stemple, Chairperson**  
Karen Yaskanin-Jones and Larissa Critelli
  - **Negotiations – Janice Stemple, Chairperson,**  
William Stover and Karen Yaskanin-Jones
  - **Policy – Karen Yaskanin-Jones, Chairperson,**  
Kay Daughters-Musnuff and \_\_\_\_\_
- 1) The Policy Committee in consultation with the Superintendent recommends the Board approve the following motions:
    - a) Motion to adopt, on second reading, the following new policies and/or regulations: (Attachment via USB drive)
      - Policy 2431.4 – Concussion Management
      - Policy 5561 – Use of Physical Restraint
      - Policy 6311 – Contracts for Goods or Services Funded by Federal Grants
      - Regulation 5561 – Use of Physical Restraint
    - b) Motion to amend, on second reading, the following policies and/or regulations: (Attachment via USB drive)
      - Policy 0131 – Bylaws and Policies
      - Policy 0141 – Board Member Number and Term
      - Policy 0141.3 – Board Member Appointment
      - Policy 0144 – Board Member Orientation and Training
      - Policy 0153 – Annual Appointments
      - Policy 0154 – Annual Motions and Designations
      - Policy 0164 – Conduct of Board Meeting
      - Policy 1230 – Superintendent’s Duties
      - Policy 1330 – Evaluation of School Business Administrator
      - Policy 1522 – School-Level Planning
      - Policy 5350 – Pupil Suicide Prevention
      - Policy 5512 – Harassment, Intimidation, and Bullying
      - Policy 5600 – Pupil Discipline/Code of Conduct
      - Policy 6150 – Tuition Income
      - Policy 6220 – Budget Preparation
      - Policy 6820 – Financial Reports
      - Policy 8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse
      - Regulation 3144 – Certification of Tenure Charges
      - Regulation 5512 – Harassment, Intimidation, and Bullying
      - Regulation 5600 – Pupil Discipline/Code of Conduct
      - Regulation 8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse

- c) Motion to adopt, on first reading, the following new policies and/or regulations: (Attachment via USB drive)
  - Regulation 2431.4 – Concussion Management
- d) Motion to amend, on first reading, the following policies and/or regulations: (Attachment via USB drive)
  - Policy 3233 – Political Activities (Teaching Staff)
  - Policy 4233 – Political Activities (Support Staff)

**Roll Call:**

Larissa Critelli	William Stover – Vice President
Kay Daughters-Musnuff	Karen Yaskanin-Jones
Janice Stemple	Robert Imhoff – President

- **HCESC Representative – Vacant**
- **HCSBA Delegate – Robert Imhoff**
- **NJSBA Delegate – Robert Imhoff**

**3. Superintendent’s Report**

**A. INFORMATION ITEMS:**

- 1) Average Daily Attendance and Average Daily Enrollment as reported to New Jersey Department of Education on July 1, 2011:

School	2010-2011 School Year			Past 3 yrs data for comparison purposes		
	Average Daily Enrollment	Average Daily Attendance	ADA Rate 2010-11	ADA Rate 2009-10	ADA Rate 2008-09	ADA Rate 2007-08
Elementary	242	228.7	94.5	95.9	96.5	96.2
Middle	148.4	143.5	96.6	95.5	96.2	97.5
District	390.4	372.2	95.3	95.8	96.4	96.6

- 2) Staff Attendance Summary Report for 2010-2011 (Attachment #4)
- 3) Staff Attendance for July 2011 (Attachment #5)
- 4) Review of June 2011 legal bills (Attachment #6)
- 5) QSAC Final Report (Attachment #7)
- 6) Opening of 2011 – 2012 School Year (Attachment #8)
- 7) 2011-2012 Projected Student Enrollment (Attachment #9)
- 8) SBA Search
- 9) NJDOE Pres-School Program Plan and Budget Statement Approval
- 10) NJDOE Certification of Special Education compliance.
- 11) District Code of Conduct and Harassment, Intimidation & Bullying (HIB) Presentation

**B. ACTION ITEMS:**

- 1) **Motion to approve** the High Bridge Elementary School and High Bridge Middle School Student Code of Conduct for the 2011 – 2012 school year. (Attachment via USB drive)
- 2) **Motion to approve** the following appointments for the 2011 – 2012 school year:
  - a) Anti-bullying Specialist at Elementary School – Susan Vogler
  - b) Anti-bullying Specialist at Middle School – Christine Sullivan
  - c) Anti-bullying Coordinator – Joseph Kennedy
- 3) **Motion to approve** the **Interscholastic Sports Schedules** for the 2011-2012 school year for Volleyball and Cross Country with transportation for all away games provided by First Student Bus Company at a cost of approximately \$60.75/hour. (Attachment #10)

**4. School Business Administrator’s Report**

**A. General Information Items**

- 1) Criminal History Record Check for School Board Members (Attachment #11)
- 2) Personnel and Accounting/Budgeting Software
- 3) NCLB and Title I ARRA Grant Amendments
- 4) 2011 Pension and Health Benefits Reforms (Attachment #12)

**B. Monthly Facility Maintenance Report**

- 1) Summer projects

**C. Vandalism Report**

There were no acts of vandalism since our last meeting.

**D. Monthly Investment Interest – June 2011**

<b>Account</b>	<b>Peapack-Gladstone Bank</b>
Agency	\$ 48.80
Capital Reserve	\$ 1.50
Current	\$ 309.12
Food Service	\$ 4.39
Maintenance	\$ 0.00
Payroll	\$ 13.58
Student Activity	\$ 7.91
Unemployment	\$ 12.24
<b>Total</b>	<b>\$ 397.54</b>

**5. Middle School Principal’s Report (Via e-mail)**

- 1) Honor Roll 2010-2011 (Attachment #13)
- 2) High Bridge Middle School and High Bridge Police Department – Fitness Training (Attachment #14)

**6. Elementary School Principal’s Report (Attachment #15)**

**M. PERSONNEL**

The Superintendent recommends approval of the following actions:

1. **Motion to amend** 2011 – 2012 contracts for the following paraprofessional personnel to adjust the hours to part-time (4 hours per day - 57%) with no benefits.
  - a) Bernice Bellouny
  - b) Deborah Cucuzella
  - c) Jill DeFederico
  - d) Kim Gorski
  - e) Veronica Plakotaris
  - f) Heather Trepiccione
2. **Motion to approve** an inter-local agreement with Hunterdon County Educational Services Commission to provide ten (10) para-professional positions to the High Bridge School District for the 2011 – 2012 school year. (Attachment via USB Drive)
3. **Motion to approve** the reappointment of **Patti Fischer** as Treasurer of School Monies for the 2011-2012 school year at an annual salary of \$3,000.00.
4. **Motion to approve** a revised job description for the position of Guidance Counselor. (Attachment #16)
5. **Motion to accept the resignation of Catherine Hoos** for the position of paraprofessional aide **and to approve** her employment as part-time (63%) special education teacher in the Middle School at a Level BA Step 1 salary of \$30,117.00 from August 30, 2011 through June 30, 2012. (Attachment #17)
6. **Motion to approve** the employment of **Tricia Morris** as part-time (63%) basic skills teacher in the Elementary School at a level MA step 4 salary of \$34,184.00 from August 30, 2011 through June 30, 2012. (Attachment #18)
7. **Motion to accept** the resignation, with best wishes, of **Kathryn Kunz** as part-time (63%) basic skills instructor in the Elementary School effective immediately.
8. **Motion to approve** the employment of **Suzanne Lawn** as part-time (63%) basic skills teacher in the Elementary School at a level BA+15 step 2 salary of \$31,538.00 from August 30, 2011 through June 30, 2012. (Attachment #19)
9. **Motion to accept** the resignation of **Myrna Medina** as part-time (63%) Elementary School Spanish Teacher, effective immediately.
10. **Motion to approve** the employment of **Jamie Castillo** as part-time (63%) Elementary School Spanish Teacher from August 30, 2011 through June 30, 2012, at a Level BA Step 1 salary of \$30,117.00. (Attachment #20)
11. **Motion to approve** the employment of **Lisa Marinelli** as part-time (63%) leave replacement teacher for a Middle School Special Education teacher from September 6, 2011 through November 4, 2011 at a Level BA, Step 1 per diem rate of \$151.00.

12. **Motion to accept** the resignation, with best wishes, of **Thomas Lambe** as School Business Administrator/ Board Secretary effective August 31, 2011.
13. **Motion to approve** the employment of **Gail Woickowski** as School Business Administrator/Board Secretary for an annual salary of \$74,000, pro-rated, beginning on or about September 8, 2011 or soon thereafter, through June 30, 2012. (Attachment #21)
14. **Motion to approve** the employment of **Gail Woickowski** on a per diem basis for up to five (5) days in August 2011 for transition training at a per diem rate of \$285.00.
15. **Motion to accept** the resignation, with best wishes, of **Kathleen Barone** as part-time Elementary School Instructional aide, effective immediately.
16. **Motion to accept** the resignation, with best wishes, of **Kathleen Meyer-Crane** as part-time Elementary School Instructional aide, effective immediately.
17. **Motion to accept** the resignation, with best wishes, of **Maureen Gargas** as part-time Elementary School Instructional aide, effective immediately.
18. **Motion to accept** the resignation, with best wishes, of **Sally Brunkus** as part-time Middle School Instructional aide, effective immediately.
19. **Motion to accept** the resignation, with best wishes, of **Marie Laurita** as part-time Pre-School Teacher, effective on or before October 4, 2011. .
20. **Motion to approve** the following employees to serve as mentors to newly appointed novice teachers. Mentor fees of \$550.00 are to be paid by the novice teacher to the mentor through payroll deduction proportionately over the duration of the program.

<b>Mentor</b>	<b>Novice Teacher</b>	<b>Program duration</b>
Linda Stecker	Anthony Marinelli	30 weeks
Patricia Tuma	Fanny Olarte	60 weeks
Kim Terzuolo	Jamie Castillo	60 weeks

21. **Motion to approve** the following **Interscholastic sports and advisors** for the 2011-2012 school year:

<b>Activity</b>	<b>Staff Member(s)</b>	<b>Grade Level</b>	<b>Compensation 2011-2012</b>
Volleyball	Carl Katzenberger	6-8	\$1,264.00
Cross Country	Diane Alexanderson	6-8	1,517.00
Cheerleading	Pat Tuma	6-8	1,517.00
Girls' Basketball	Jerry Tolomeo	6-8	2,620.00

22. **Motion to approve** the following **co-curricular activities and advisors** for the 2011-2012 school year:

Activity	Staff Member(s)	Grade Level	#	Hrs.	Compensation 2011-2012
Art Club (Fall)	Christopher Muller	7-8	10		291.10
Art Club (Spring)	Christopher Muller	6	10		291.10
Elementary School Band	Jeff Thompson	4-5	10		291.10
Elementary School Chorus	Courtney Shiffman	4-5	10		291.10
Homework Assistance (Spec. Ed. Students)	Susan Vogler	5-8	20		582.20
Homework Club	Anthony Marinelli	6-8	20		582.20
Jazz Band	Jeff Thompson	6-8	30		873.30
Middle School Show Choir	Courtney Shiffman	6-8	30		873.30
HBES Memory Book	Carla Nowell	PS-5	28		815.08
Yearbook – Middle School	Linda Stecker	7-8	50		1455.50
Athletic Director	Jerry Tolomeo	6-8			1043.00
Drama Club	Courtney Shiffman Jeff Thompson	6-8		Total compensation not to exceed 75 ÷ 2	2183.25
HBMS TV	Paige McGaheran Linda Stecker	6-8		Total compensation not to exceed 120 ÷ 2	3493.20
Environmental Club (Fall)	Lynn Hughes Gretchen DelloRusso Michele Gomez	4-5		Total compensation not to exceed 22 ÷ 3	640.42
Environmental Club (Spring)	Lynn Hughes Gretchen DelloRusso Michele Gomez	4-5		Total compensation not to exceed 22 ÷ 3	640.42
Young Authors' Club	Lynn Hughes Michele Gomez	4-5		Total compensation not to exceed 36 ÷ 2	1047.96
Student Leadership	Jennifer Smith Paige McGaheran Courtney Shiffman	6-8		Total compensation not to exceed	3561.00

23. **Motion to approve** the following substitutes for the 2011-2012 school year:

Lisa Marinelli  
 Kristen Sodano  
 Catherine Vail  
 Danielle Leonard

**N. CURRICULUM & INSTRUCTION**

1. Based upon the recommendation of the Curriculum Committee in consultation with the Superintendent, request a motion to adopt the following revised curricula (Attachment via flash drive)
  - a) Math: Kindergarten and Grade 1
2. Motion to accept the following out-of-district students for the 2011-2012 school year on a tuition basis.

<b>STUDENT ID</b>	<b>DISTRICT</b>	<b>TUITION</b>
<b>ES BD-Autistic Program</b>		
CP-CA-01	Califon	\$25,000
DD-FT-01	Franklin Twp.	\$25,000
AN-FT-02	Franklin Twp.	\$25,000
<b>MS BD-Autistic Program</b>		
AB-LT-01	Lebanon Twp.	\$25,000

**O. FINANCE/FACILITIES**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following:

**1. Motion to Amend the NCLB Title I 2010-2011 Grant Application**

The amended NCLB Consolidated 2009-2011 grant application is being filed with anticipated allocations in the following accounts:

<b>NCLB Consolidated – Expenditure Category</b>	<b>Code</b>	<b>\$ Budget</b>
Title I – Professional & Technical Services	200-300	\$ 266
Title I – Other Purchased Services	200-600	\$ 157
Title I – Instructional Equipment	400-731	\$ 15,260
<b>Title I - Total</b>		<b>\$ 15,683</b>
Title IIA – Professional & Technical Services	200-300	\$ 11,528
Title IIA – Supplies & Materials	200-600	\$ 1,280
<b>Title IIA - Total</b>		<b>\$ 12,808</b>
Title IID –Professional & Technical Services	200-300	\$ 29
<b>Title IID - Total</b>		<b>\$ 29</b>
<b>NCLB CONSOLIDATED - TOTAL</b>		<b>\$ 28,520</b>

**2. Motion to Amend the Title I ARRA 2009-2011 Grant Application**

The amended Title I ARRA 2009-2011 grant application is being filed with anticipated allocations in the following accounts:

<b>Title I ARRA – Expenditure Category</b>	<b>Code</b>	<b>\$ Budget</b>
Salaries (non-TPAF)	100-100	\$ 5,457
Benefits (FICA only)	200-200	\$ 417
Professional and Technical Services	200-300	\$ 307
<b>Title I ARRA - TOTAL</b>		<b>\$ 6,181</b>

**3. Motion** to authorize the School Business Administrator / Board Secretary to amend the Section 125 Plan Document to include a Premium Flexible Spending Account, as required by Chapter 78, P.L. 2011 of the Health Benefits Reform Law and N.J.S.A. 40A:10-23.

WHEREAS, the Borough of High Bridge Board of Education established, at its June 20, 2011 meeting a Section 125 Premium Only Plan, which provides for a reduction in an employee's salary, through payroll deductions or otherwise, in exchange for payment by the employer of medical or dental expenses not covered by a health benefits plan, and

WHEREAS, the Health Benefits Reform Law of June 28, 2011 also requires that Boards of Education establish a Section 125 Plan to include Flexible Spending Accounts (FSA) allows an employee to voluntarily set aside a portion of their earnings to pay for qualified medical expenses, including dependent care expenses.

NOW, THEREFORE, BE IT RESOLVED that the Borough of High Bridge Board of Education authorizes the Business Administrator / Board Secretary to amend the Section 125 Plan Document to include provisions for providing its employees with the option of creating Flexible Spending Accounts, to act as Administrator of the Plan, to execute the Plan, to set up adequate accounting and administrative procedures, and to take such actions that are deemed necessary and proper in order to implement the Plan, including the possible retention of a third party administrator, and, to provide benefits under the Plan.

**4. Motion to accept**, with gratitude, a donation of floor wax with an estimated value of \$200.00 from Gwen Hughes.

**5. Motion to approve** a contract with Work Family Connections to operate Before and After School Programs at High Bridge Elementary School for the 2011-2012 school year. (Attachment via USB drive)

**6. PAYMENT OF BILLS**

**a) Audit of Invoices (Attachment #22)**

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

Current Account, 2010-11 Schedule 15:	<b>\$198,334.05</b>
Payroll - 6/21/11:	<b>\$193,223.65</b>
Payroll - 6/30/11:	<b>\$ 54,819.24</b>
Total	<b>\$446,376.94</b>

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

Check Register, July 1 – 31, 2011:	<b>\$ 71,254.23</b>
Payroll - 7/15/11:	<b>\$ 85,918.67</b>
Payroll - 7/31/11:	<b>\$ 43,210.14</b>
Total	<b>\$200,383.04</b>

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

Check Register, August 1 – 4, 2011:	<b>\$ 16,538.70</b>
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**b) Approve** invoices for **Cafeteria** Account in the amount of **\$2,186.65**

<b>Date</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>	<b>Check No.</b>
7/19 /11	Maschio’s Food Service, Inc.	\$2,186.65	IN0028285	1316
	<b>Total</b>	<b>\$2,186.65</b>		

**7. FINANCIAL REPORTS**

**Report of the Board Secretary for June 2011 (Attachment #23)**

**Resolved**, that the Board of Education accept the Board Secretary’s Financial Reports for the month of June 2011 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 June 2011**

**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 August 8, 2011, 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.

\_\_\_\_\_  
 Thomas Lambe  
 Business Administrator/Board Secretary

August 8, 2011

**Roll Call:**

Larissa Critelli  
 Kay Daughters-Musnuff  
 Janice Stemple

William Stover – Vice President  
 Karen Yaskanin-Jones  
 Robert Imhoff – President

**8. USE OF FACILITIES (Attachment #24)**

- (a) **Motion to approve Girl Scout Daisy Troop 847 Meetings** at ES on 1<sup>st</sup> and 3<sup>rd</sup> Fridays of the month beginning September 9, 2011 through June 1, 2012 from 3:00 p.m. to 5:00 p.m. Advisor – Michelle Corley
- (b) **Motion to approve Religious Education Classes** at ES with the use of 14 classrooms and the All Purpose Room on Sundays beginning September 18, 2011 through May 6, 2012 from 8:30 a.m. to 11:00 a.m. Advisor – Anne McGovern.
- (c) **Motion to approve High Bridge PTO** – Use of ES and MS for various meetings and activities for the 2011-2012 school year.

**9. 2011-2012 SCHOOL NUTRITION PROGRAM**

- a) **Approve** the following Agreements and Policies for the 2011-2012 School Nutrition Program from the state. Approval is required for our participation in the free & reduce lunch program.
  - **School Nutrition Program LEA Agreement** – This agreement outlines the regulations of the program. (Attachment #25)
  - **Food Distribution Agreement** – This agreement covers the rules and regulations regarding commodity distribution with the State of New Jersey Department of Agriculture. (Attachment #26)
  - **School Nutrition Program LEA Policy for Free and Reduced Meals/Milk** – The policy and guidelines for determining children who are eligible for free and reduced price meal/milk. (Attachment #27)

**10. FOOD SERVICE MANAGEMENT FOURTH YEAR CONTRACT RENEWAL**

**Approve** Maschio’s Food Service Inc., Flanders, NJ to continue the administration and management of the district’s food service and nutrition program for a fee of **\$6,895**, which is a 2% increase from the 2010-11 school year. Maschio’s is guaranteeing High Bridge a “no-cost” operation for 2011-12 school year, with the following meal prices being a 10 cent increase from the prior year, and no increase to the milk prices:

	Paid	Reduced Price
Student Lunch	<b>\$2.60</b>	<b>\$0.40</b>
Adult Lunch	<b>\$3.60</b>	-
Special Milk Program	<b>\$0.50</b>	<b>\$0.40</b>

FYI – This is the fourth year of the Board’s five-year contract with Maschio’s.

11. **Approve** Maschio’s Trucking as the official Food Service transportation provider of the High Bridge School District’s food service program for the 2011-2012 school year.

12. **CAFETERIA REPORT**

The cafeteria financial report for the month of **June 2011**, as submitted by Maschio’s Food Service, Inc. indicates a profit of \$2,530.59 for the month and a year-to-date loss of \$0.00. Student participation was 20% in the Middle School and 41% in the Elementary School for the month of **June 2011**.

Last year’s report for **June 2010**, indicated a profit of \$4,991.29 for the month and a year-to-date profit of \$0.00. Student participation was 27% in the Middle School and 33% in the Elementary School for the month of **June 2010**.

**Roll Call:**

Larissa Critelli	William Stover – Vice President
Kay Daughters-Musnuff	Karen Yaskanin-Jones
Janice Stemple	Robert Imhoff – President

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**P. TRAVEL EXPENDITURE APPROVAL (Attachment #28)**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board pre-approve the workshop and travel expenses listed on the attached chart as authorized by Board Resolution adopted on November 5, 2007.

**Roll Call:**

Larissa Critelli	William Stover – Vice President
Kay Daughters-Musnuff	Karen Yaskanin-Jones
Janice Stemple	Robert Imhoff – President

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**Q. PUBLIC COMMENTS**

**R. EXECUTIVE/CLOSED SESSION**

Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss personnel matters, pending litigation, negotiations and other such related matters.

- Negotiations with High Bridge Teachers Association
- June 20, 2011 Executive Meeting Minutes (See Sealed Envelope)

The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

**S. RECONVENE PUBLIC SESSION**

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

June 20, 2011 Executive Meeting Minutes

**Roll Call:**

Larissa Critelli  
Kay Daughters-Musnuff  
Janice Stemple

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William Stover – Vice President  
Karen Yaskanin-Jones  
Robert Imhoff – President

**U. NEW BUSINESS**

**V. PUBLIC COMMENTS**

**W. ADJOURNMENT**